


City of Santa Fe, New Mexico

memo

DATE: June 3, 2015

TO: Public Utilities Committee

FROM: Lawrence Garcia, Project Administrator 
Environmental Services Division

VIA: Cindy Padilla, Environmental Services Division Director 
Nick Schiavo, Public Utilities Department & Water Division Director  NSA

ITEM AND ISSUE:

Request to purchase sixteen (16) six-yard commercial front-loading refuse containers. These containers will be utilized for commercial recycling, replacements and new customers.

SUMMARY:

The Environmental Services Division requested pricing from Wastequip via the Houston Galveston Area Council (HGAC) cooperative marketing. Please see pricing below:

Vendor Name	Unit Cost	Number of Containers	Bottom Channel Reinforcement	Subtotal	Freight Cost	Total Expenditure
Wastequip	\$727.26	16	\$75.00 Per	\$12,836.16	\$487.84	\$13,324.00

RECOMMENDATION:

Please approve the purchase of sixteen (16) front-loading commercial refuse containers. The total cost of the purchase is thirteen thousand three hundred twenty-four dollars (\$13,324). The funding for this purchase is available in 52262.572400.



5400 Marshall, Arvada, CO, 80002
PHONE: 800-292-7968 FAX: 303-423-6213
Quote Number: WQ-0050360

QUOTATION

Sell To:		Ship To:	
Customer Contact	Lawrence Garcia	Ship To Name	
Customer Name	City of Santa Fe	Shipping Address	1142 Siler Rd Santa Fe, NM 87507-3127
Billing Address	Po Box 909 Santa Fe, NM 87504-0909	Customer Job Reference	
Email	lmgarcia@santafenm.gov		
Phone	(505) 955-2241		

Salesperson	Yolanda Garcia	Created Date	05/20/2015
Email	ygarcia@wastequip.com	Expiration Date	06/03/2015
Phone		Quote Number	WQ-0050360

Customer Service Contact	Yolanda Garcia
Email	ygarcia@wastequip.com
Phone	

Product	Product Description	Details	Options	QTY	Unit Price	Extended Price
Specialty Front Load	Special Front Load - CO (See Details for Product Information)	Bottom Channel Reinforcement		16	\$75.00	\$1,200.00
125534	6 Cubic Yard Standard Duty Slant Front Load Container - Floor: 10 gauge, Walls: 12 gauge, Pockets: Heavy Duty with Three Way Fork Entry Guide, Interlocking Top Channels with formed 10 gauge Bottom Runners, Primed and Painted Any Standard Color	GB33		16	\$727.26	\$11,636.16

Subtotal	\$12,836.16
Freight (F.O.B)	\$487.84
Tax	\$0.00
Total	\$13,324.00

Special Instructions and Information

Additional Information
Special Instructions



5400 Marshall, Arvada, CO, 80002
PHONE: 800-292-7968 FAX: 303-423-6213
Quote Number: WQ-0050360

Shipping Details

Est. Ship Date	Shipping Terms	FOB Destination
Shipping Instructions	Shipping Terms Details	
Installation Instructions		

Additional Information

Payment Terms	Net 30 Days
Additional Terms	<p>Our quote is a good faith estimate, based on our understanding of your needs. Subject to our acceptance, your Order is an offer to purchase our Products and services in accordance with the Wastequip Terms and Conditions, including our limited warranties, the terms of which are incorporated herein by reference, which constitutes the entire agreement between the parties. The Wastequip Terms and Conditions are available on our website at: http://www.wastequip.com/terms-conditions.cfm</p> <p>pricing is based on your anticipated Order, including product specifications, quantities and timing - any differences to your order may result in different pricing. Due to volatility in petrochemical, steel and related product material markets, actual prices, as well as freight, are subject to change and will be confirmed prior to acceptance of an Order. Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variations and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this quotation may not include all applicable taxes, brokerage fees or duties.</p> <p>Wastequip, Toter, Galbreath, Cusco, Accurate, Mountain Tarp, Pioneer, and Parts Place are registered trademarks, trade names and subsidiaries of Wastequip, LLC.</p>
Special Contract Information	<p>Pricing is based on Wastequip's Houston-Galveston Area Council (H-GAC) Contract No. RH08-14 as awarded on August 1, 2014. Per the terms of the contract, pricing may be amended at any time with proper documentation, and subject to H-GAC approval. Pricing may change without written prior notice.</p>

Signatures

Salesperson:	Accepted By:
	Company Name:
	Date:
CC:	Purchase Order:

Please Reference Quote Number on all Purchase Orders

A CONTRACT BETWEEN
HOUSTON-GALVESTON AREA COUNCIL
Houston, Texas
AND
WASTEQUIP MFG. CO. LLC
Statesville, North Carolina

This Contract is made and entered into by the **Houston-Galveston Area Council of Governments**, hereinafter referred to as **H-GAC**, having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, AND, **Wastequip Mfg. Co. LLC**, hereinafter referred to as the **CONTRACTOR**, having its principal place of business at 841 Meacham Road, Statesville, North Carolina 28677.

ARTICLE 1: **SCOPE OF SERVICES**

The parties have entered into a **Refuse Handling Equipment** Contract to become effective as of August 1, 2014, and to continue through July 31, 2016 (the "**Contract**"), subject to extension upon mutual agreement of the **CONTRACTOR** and **H-GAC**. **H-GAC** enters into the Contract as Agent for participating governmental agencies, each hereinafter referred to as **END USER**, for the purchase of **Refuse Handling Equipment** offered by the **CONTRACTOR**. The **CONTRACTOR** agrees to sell **Refuse Handling Equipment** through the **H-GAC** Contract to **END USERS**.

ARTICLE 2: **THE COMPLETE AGREEMENT**

The Contract shall consist of the documents identified below in order of precedence:

1. The text of this Contract form, including but not limited to, Attachment A
2. General Terms and Conditions
3. Bid Specifications No: **RH08-14**, including any relevant suffixes
4. **CONTRACTOR's** Response to Bid No: **RH08-14**, including but not limited to, prices and options offered

All of which are either attached hereto or incorporated by reference and hereby made a part of this Contract, and shall constitute the complete agreement between the parties hereto. This Contract supersedes any and all oral or written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Contract cannot be modified without the written consent of both parties.

ARTICLE 3: **LEGAL AUTHORITY**

CONTRACTOR and **H-GAC** warrant and represent to each other that they have adequate legal counsel and authority to enter into this Contract. The governing bodies, where applicable, have authorized the signatory officials to enter into this Contract and bind the parties to the terms of this Contract and any subsequent amendments thereto.

ARTICLE 4: **APPLICABLE LAWS**

The parties agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, directives, issuances, ordinances, and laws in effect or promulgated during the term of this Contract.

ARTICLE 5: **INDEPENDENT CONTRACTOR**

The execution of this Contract and the rendering of services prescribed by this Contract do not change the independent status of **H-GAC** or **CONTRACTOR**. No provision of this Contract or act of **H-GAC** in performance of this Contract shall be construed as making **CONTRACTOR** the agent, servant or employee of **H-GAC**, the State of Texas or the United States Government. Employees of **CONTRACTOR** are subject to the exclusive control and supervision of **CONTRACTOR**. **CONTRACTOR** is solely responsible for employee payrolls and claims arising therefrom.

ARTICLE 6: **END USER AGREEMENTS**

H-GAC acknowledges that the **END USER** may choose to enter into an End User Agreement with the **CONTRACTOR** through this Contract and that the term of said Agreement may exceed the term of the **H-GAC** Contract. However this acknowledgement is not to be construed as **H-GAC's** endorsement or approval of the End User Agreement terms and conditions. **CONTRACTOR** agrees not to offer to, agree to or accept from **END USER** any terms or conditions that conflict with or contravene those in **CONTRACTOR's** **H-GAC** contract. Further, termination of this Contract for any reason shall not result in the termination of the underlying End User Agreements entered into between **CONTRACTOR** and any **END USER** which shall, in each instance, continue pursuant to their stated terms and duration. The only effect of termination of this Contract is that **CONTRACTOR** will no longer be able to enter into any new End User Agreements with **END USERS** pursuant to this Contract. Applicable **H-GAC** order processing charges will be due and payable to **H-GAC** on any End User

Agreements surviving termination of this Contract between H-GAC and CONTRACTOR.

ARTICLE 7:**SUBCONTRACTS & ASSIGNMENTS**

CONTRACTOR agrees not to subcontract, assign, transfer, convey, sublet or otherwise dispose of this Contract or any right, title, obligation or interest it may have therein to any third party without prior written notice to H-GAC. H-GAC reserves the right to accept or reject any such change. CONTRACTOR shall continue to remain responsible for all performance under this Contract regardless of any subcontract or assignment. H-GAC shall be liable solely to CONTRACTOR and not to any of its Subcontractors or Assignees.

ARTICLE 8:**EXAMINATION AND RETENTION OF CONTRACTOR'S RECORDS**

CONTRACTOR shall maintain during the course of its work, complete and accurate records of items that are chargeable to END USER under this Contract. H-GAC, through its staff or its designated public accounting firm, the State of Texas, or the United States Government shall have the right at any reasonable time to inspect copy and audit those records on or off the premises of CONTRACTOR. Failure to provide access to records may be cause for termination of this Contract. CONTRACTOR shall maintain all records pertinent to this Contract for a period of not less than five (5) calendar years from the date of acceptance of the final contract closeout and until any outstanding litigation, audit or claim has been resolved. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. CONTRACTOR further agrees to include in all subcontracts under this Contract, a provision to the effect that the subcontractor agrees that H-GAC'S duly authorized representatives, shall, until the expiration of five (5) calendar years after final payment under the subcontract or until all audit findings have been resolved, have access to, and the right to examine and copy any directly pertinent books, documents, papers, invoices and records of such subcontractor involving any transaction relating to the subcontract.

ARTICLE 9:**REPORTING REQUIREMENTS**

CONTRACTOR agrees to submit reports or other documentation in accordance with the General Terms and Conditions of the Bid Specifications. If CONTRACTOR fails to submit to H-GAC in a timely and satisfactory manner any such report or documentation, or otherwise fails to satisfactorily render performance hereunder, such failure may be considered cause for termination of this Contract.

ARTICLE 10:**MOST FAVORED CUSTOMER CLAUSE**

If CONTRACTOR, at any time during this Contract, routinely enters into agreements with other governmental customers within the State of Texas, and offers the same or substantially the same products/services offered to H-GAC on a basis that provides prices, warranties, benefits, and or terms more favorable than those provided to H-GAC, CONTRACTOR shall notify H-GAC within ten (10) business days thereafter of that offering and this Contract shall be deemed to be automatically amended effective retroactively to the effective date of the most favorable contract, wherein CONTRACTOR shall provide the same prices, warranties, benefits, or terms to H-GAC and its END USER. H-GAC shall have the right and option at any time to decline to accept any such change, in which case the amendment shall be deemed null and void. If CONTRACTOR is of the opinion that any apparently more favorable price, warranty, benefit, or term charged and/or offered a customer during the term of this Contract is not in fact most favored treatment, CONTRACTOR shall within ten (10) business days notify H-GAC in writing, setting forth the detailed reasons CONTRACTOR believes aforesaid offer which has been deemed to be a most favored treatment, is not in fact most favored treatment. H-GAC, after due consideration of such written explanation, may decline to accept such explanation and thereupon this Contract between H-GAC and CONTRACTOR shall be automatically amended, effective retroactively, to the effective date of the most favored agreement, to provide the same prices, warranties, benefits, or terms to H-GAC.

The Parties accept the following definition of routine: A prescribed, detailed course of action to be followed regularly; a standard procedure.

EXCEPTION: This clause shall not be applicable to prices and price adjustments offered by a bidder, proposer or contractor, which are not within bidder's/ proposer's control [example; a manufacturer's bid concession], or to any prices offered to the Federal Government and its agencies.

ARTICLE 11:**SEVERABILITY**

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 12:**DISPUTES**

Any and all disputes concerning questions of fact or of law arising under this Contract, which are not disposed of by agreement, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to CONTRACTOR. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, CONTRACTOR requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, CONTRACTOR shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. CONTRACTOR may, if it elects to do so, appeal the final and

conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, **CONTRACTOR** shall proceed diligently with the performance of this Contract and in accordance with **H-GAC'S** final decision.

ARTICLE 13: LIMITATION OF CONTRACTOR'S LIABILITY

Except as specified in any separate writing between the **CONTRACTOR** and an **END USER**, **CONTRACTOR'S** total liability under this Contract, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify **H-GAC** described in Article 14, is limited to the price of the particular products/services sold hereunder, and **CONTRACTOR** agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will **CONTRACTOR** be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. **CONTRACTOR** understands and agrees that it shall be liable to repay and shall repay upon demand to **END USER** any amounts determined by **H-GAC**, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Contract.

ARTICLE 14: LIMIT OF H-GAC'S LIABILITY AND INDEMNIFICATION OF H-GAC

H-GAC's liability under this Contract, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will **H-GAC** be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless **H-GAC**, its board members, officers, agents, officials, employees, and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgments, and liens arising as a result of **CONTRACTOR'S** negligent act or omission under this Contract. **CONTRACTOR** shall notify **H-GAC** of the threat of lawsuit or of any actual suit filed against **CONTRACTOR** relating to this Contract.

ARTICLE 15: TERMINATION FOR CAUSE

H-GAC may terminate this Contract for cause based upon the failure of **CONTRACTOR** to comply with the terms and/or conditions of the Contract; provided that **H-GAC** shall give **CONTRACTOR** written notice specifying **CONTRACTOR'S** failure. If within thirty (30) days after receipt of such notice, **CONTRACTOR** shall not have either corrected such failure, or thereafter proceeded diligently to complete such correction, then **H-GAC** may, at its option, place **CONTRACTOR** in default and the Contract shall terminate on the date specified in such notice. **CONTRACTOR** shall pay to **H-GAC** any order processing charges due from **CONTRACTOR** on that portion of the Contract actually performed by **CONTRACTOR** and for which compensation was received by **CONTRACTOR**.

ARTICLE 16: TERMINATION FOR CONVENIENCE

Either **H-GAC** or **CONTRACTOR** may cancel or terminate this Contract at any time by giving thirty (30) days written notice to the other. **CONTRACTOR** may be entitled to payment from **END USER** for services actually performed; to the extent said services are satisfactory to **END USER**. **CONTRACTOR** shall pay to **H-GAC** any order processing charges due from **CONTRACTOR** on that portion of the Contract actually performed by **CONTRACTOR** and for which compensation is received by **CONTRACTOR**.

ARTICLE 17: CIVIL AND CRIMINAL PROVISIONS AND SANCTIONS

CONTRACTOR agrees that it will perform under this Contract in conformance with safeguards against fraud and abuse as set forth by **H-GAC**, the State of Texas, and the acts and regulations of any funding entity. **CONTRACTOR** agrees to notify **H-GAC** of any suspected fraud, abuse or other criminal activity related to this Contract through filing of a written report promptly after it becomes aware of such activity.

ARTICLE 18: GOVERNING LAW & VENUE

This Contract shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with this Contract shall lie exclusively in Harris County, Texas. Disputes between **END USER** and **CONTRACTOR** are to be resolved in accord with the law and venue rules of the state of purchase. **CONTRACTOR** shall immediately notify **H-GAC** of such disputes.

ARTICLE 19: PAYMENT OF H-GAC ORDER PROCESSING CHARGE

CONTRACTOR agrees to sell its products to **END USERS** based on the pricing and other terms of this Contract, including, but not limited to, the payment of the applicable **H-GAC** order processing charge. On notification from an **END USER** that an order has been placed with **CONTRACTOR**, **H-GAC** will invoice **CONTRACTOR** for the applicable order processing charge. Upon delivery of any product/service by **CONTRACTOR** and acceptance by **END USER**, **CONTRACTOR** shall, within thirty (30) calendar days or ten (10) business days after receipt of payment, whichever is less, pay **H-GAC** the full amount of the applicable order processing charge, whether or not **CONTRACTOR** has received an invoice from **H-GAC**. For sales made by **CONTRACTOR** based on this contract, including sales to entities without Interlocal Contracts, **CONTRACTOR** shall pay the applicable order processing charges to **H-GAC**. Further, **CONTRACTOR** agrees to encourage entities who are not members of **H-GAC's** Cooperative Purchasing Program to execute an **H-GAC** Interlocal Contract. **H-GAC** reserves the right to take appropriate actions including, but not limited to, contract termination if

CONTRACTOR fails to promptly remit H-GAC's order processing charge. In no event shall H-GAC have any liability to CONTRACTOR for any goods or services an END USER procures from CONTRACTOR.

ARTICLE 20:**LIQUIDATED DAMAGES**

Any liquidated damages terms will be determined between CONTRACTOR and END USER at the time END USER's purchase order is placed.

ARTICLE 21:**PERFORMANCE AND PAYMENT BOND FOR INDIVIDUAL ORDERS**

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB), and offered pricing should reflect this cost saving. However, CONTRACTOR must be prepared to offer a PPB to cover any specific order if so requested by END USER. CONTRACTOR shall quote a price to END USER for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of END USER's purchase order.

ARTICLE 22:**CHANGE OF CONTRACTOR STATUS**


CONTRACTOR shall immediately notify H-GAC, in writing, of ANY change in ownership, control, dealership/franchisee status, Motor Vehicle license status, or name, and shall also advise whether or not this Contract shall be affected in any way by such change. H-GAC shall have the right to determine whether or not such change is acceptable, and to determine what action shall be warranted, up to and including cancellation of Contract.

ARTICLE 23:**LICENSING REQUIRED BY TEXAS MOTOR VEHICLE BOARD //IF APPLICABLE//**

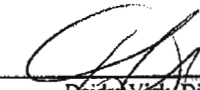
CONTRACTOR will for the duration of this Contract maintain current licenses that are required by the Texas Motor Vehicle Commission Code. If at any time during this Contract period, any CONTRACTOR'S license is not renewed, or is denied or revoked, CONTRACTOR shall be deemed to be in default of this Contract unless the Motor Vehicle Board issues a stay or waiver. Contractor shall promptly provide copies of all current applicable Texas Motor Vehicle Board documentation to H-GAC upon request.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed by their duly authorized representatives.

Signed for Houston-Galveston
Area Council, Houston, Texas:


Jack Steele, Executive Director

Attest for Houston-Galveston
Area Council, Houston, Texas:


Deidre Vick, Director of Public Services

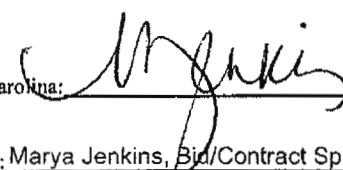
Date: July 2, 2014

Signed for Wastequip Mfg. Co. LLC
Statesville, North Carolina:


Printed Name & Title: Stephen Svetik, CFO

Date: June 30, 2014

Attest for Wastequip Mfg. Co. LLC
Statesville, North Carolina:


Printed Name & Title: Marya Jenkins, Bid/Contract Specialist

Date: June 30, 2014

Attachment A
Wastequip Mfg. Co. LLC
Refuse Handling Equipment
Contract No.: RH08-14

Applicable items are the base unit (Form-D) items listed in the table below, as well any options priced in offeror's Form-E submittal. Each Base Unit line item below shall be turn-key functional systems, ready for operation upon delivery and shall be priced and equipped in a manner consistent with H-GAC's RH08-14 specification requirements.

HGAC PRODUCT CODE	PRODUCT DESCRIPTION	PRICE
GB01	Wastequip: (154439) 20 Yard Rectangular ROC Std Duty, 22' Long	\$3,818.43
GB02	Wastequip: (154293) 20 Yard Rectangular ROC Heavy Duty, 22' Long	\$4,128.01
GB03	Wastequip: (154159) 20 Yard Rectangular ROC XHD, 22' Long	\$4,717.72
GB04	Wastequip: (134029) 30 Yard Rectangular ROC Std Duty, 22' Long	\$4,139.17
GB05	Wastequip: (154234) 30 Yard Rectangular ROC Heavy Duty, 22' Long	\$4,482.24
GB06	Wastequip: (154241) 30 Yard Rectangular ROC XHD, 22' Long	\$5,226.24
GB07	Wastequip: (155254) 40 Yard Rectangular ROC Std Duty, 22' Long	\$4,722.80
GB08	Wastequip: (154693) 40 Yard Rectangular ROC Heavy Duty, 22' Long	\$5,220.15
GB09	Wastequip: (154248) 40 Yard Rectangular ROC XHD, 22' Long	\$5,981.40
GB10	Wastequip: (159897T) 20 Yard Bathtub ROC Std Duty, 22' Long	\$3,840.76
GB11	Wastequip: (163340) 20 Yard Bathtub ROC Heavy Duty, 22' Long	\$4,219.36
GB12	Wastequip: (159899T) 30 Yard Bathtub ROC Std Duty, 22' Long	\$4,225.45
GB13	Wastequip: (163361) 30 Yard Bathtub ROC Heavy Duty, 22' Long	\$4,686.26
GB14	Wastequip: (159901T) 40 Yard Bathtub ROC Std Duty, 22' Long	\$4,967.41
GB15	Wastequip: (163375) 40 Yard Bathtub ROC Heavy Duty, 22' Long	\$5,495.21
GB16	Wastequip: (167411) 40 Yard Octagon Compactor Receiver, with 4 wheels Standard	\$6,469.61
GB17	Wastequip: (125541) 2 Yard Front Load Slant Nestable with 2 Pc Poly Lids	\$418.18
GB18	Wastequip: (129197) 2 Yard Front Load Slant Nestable Heavy Duty with 2 Pc Poly Lids	\$465.89
GB19	Wastequip: (125543) 3 Yard Front Load Slant Nestable with 2 Pc Poly Lids	\$501.41
GB20	Wastequip: (129199) 3 Yard Front Load Slant Nestable Heavy Duty with 2 Pc Poly Lids	\$550.13
GB21	Wastequip: (125544NE) 4 Yard Front Load Slant Nestable with 2 Pc Poly Lids	\$563.33
GB22	Wastequip: (129200) 4 Yard Front Load Slant Nestable Heavy Duty with 2 Pc Poly Lids	\$672.95
GB23	Wastequip: (125536) 6 Yard Front Load Flat 2-Door with 2 Pc Poly Lids	\$770.39
GB24	Wastequip: (129192) 6 Yard Front Load Flat Heavy Duty - 2 Door with 2 Pc Poly Lids	\$891.17
GB25	Wastequip: (125537) 8 Yard Front Load Flat 2-Door with 2 Pc Poly Lids	\$862.75
GB26	Wastequip: (129193) 8 Yard Front Load Flat heavy Duty - 2 Door with 2 Pc Poly Lids	\$1,005.87
GB27	Wastequip: (125540) 2 Yard Front Load Flat Nestable with 2 Pc Poly Lids	\$418.18
GB28	Wastequip: (129187) 2 Yard Front Load Flat Heavy Duty with 2 Pc Poly Lids	\$495.32
GB29	Wastequip: (125542) 3 Yard Front Load Flat Nestable with 2 Pc Poly Lids	\$503.44
GB30	Wastequip: (129198) 3 Yard Front Load Flat Nestable Heavy Duty with 2 Pc Poly Lids	\$571.45
GB31	Wastequip: (125533) 4 Yard Front Load Flat with 2 Pc Poly Lids	\$565.36

GB32	Wastequip: (129189) 4 Yard Front Load Flat Heavy Duty with 2 Pc Poly Lids	\$642.50
GB33	Wastequip: (125534) 6 Yard Front Load Slant WQ with 2 Pc Poly Lids	\$727.76
GB34	Wastequip: (129190NE) 6 Yard Front Load Slant Heavy Duty with 2 Pc Poly Lids	\$939.89
GB35	Wastequip: (125535) 8 Yard Front Load Slant with 2 Pc Poly Lids	\$856.66
GB36	Wastequip: (129191NE) 8 Yard Front Load Slant Heavy Duty with 2 Pc Poly Lids	\$1,027.18
GB37	Wastequip: 1.5 Yd side loader container with 2 Pc Poly Lids	\$410.06
GB38	Wastequip: (2-1136) 2 CY Side Load Container with 2 Pc lid	\$366.42
GB39	Wastequip: (2-1137) 3 CY Side Load Container with 2 pc lid	\$418.18
GB40	Wastequip: (2-1139) 4 CY Side Load Container with 2 pc lid	\$443.56
GB41	Wastequip: (2-1140) 4 CY Side Load Container Low Profile with 3 pc lid	\$513.59
GB42	Wastequip: T-1: 1-Yd rear loader container, 2 casters and poly lids	\$411.08
GB43	Wastequip: T-11/2: 1.5 Yd rear loader container, with casters and poly lids	\$445.59
GB44	Wastequip: T-2R: 2-Yd rear loader container, with casters and poly lids	\$458.78
GB45	Wastequip: T-2S: 2-Yd rear loader container, sloped with caster and poly lids	\$577.54
GB46	Wastequip: T-3: 2-Yd rear loader container, with casters and poly lids	\$669.90
GB47	Wastequip: T-4S: 4-Yd rear loader container, with casters and poly lids	\$904.37
GB48	Wastequip: T-4: 4-Yd rear loader container: no casters and poly lids	\$751.10
GB49	Wastequip: T-6: 6-Yd rear loader container: with poly lids	\$1,012.97
GB50	Wastequip: T-8: 8-Yd rear loader container: with poly lids	\$1,345.89
HA01	Galbreath: 350HD Stationary Compactor: 3.5-Yd Loading Chamber	\$17,750.32
HA02	Galbreath: 350HDT Stationary Compactor: 3.5-Yd Loading Chamber	\$21,495.67
HA03	Galbreath: 450 Stationary Compactor: 4.5-Yd Loading Chamber	\$17,234.70
HA04	Galbreath: 450HD Stationary Compactor: 4.5-Yd Loading Chamber	\$19,494.09
HA05	Galbreath: 450HDT Stationary Compactor: 4.5-Yd Loading Chamber	\$24,210.80
HA06	Galbreath: 550HDTN Stationary Compactor: 5-Yd Loading Chamber	\$28,483.95
HA07	Galbreath: APC426: Pre-Crusher: 4-Yd	\$45,694.29
HA08	Galbreath: APC526: Pre-Crusher: 5-Yd	\$48,379.98
HA09	Galbreath: Packman PM6FS: 6-Yd Cylinder, Self-Contained Front-Loading Compactor; 0.83 Yd Loading Chamber	\$8,699.57
HA10	Galbreath: Packman PM6R: 6-Yd Cylinder, Self-Contained Rear-Loading Compactor; 0.83 Yd Loading Chamber	\$9,103.54
HF01	Wastequip: 245HD: Stationary Compactor; 2-Yd Loading Chamber; 48,000-56,500 Lb Ram Force	\$9,658.74
HF02	Wastequip: 245XHD: Stationary Compactor; 2-Yd Loading Chamber; 59,300-67,800 Lb Ram Force	\$11,071.62
HF03	Wastequip: 255HD: 17-Yd Cylinder, Self Contained Rectangular Roll-Off Compactor; 2-Yd Loading Chamber	\$15,873.59
HF04	Wastequip: 255HD: 20-Yd Cylinder, Self Contained Rectangular Roll-Off Compactor; 2-Yd Loading Chamber	\$15,952.76
HF05	Wastequip: 255HD: 25-Yd Cylinder, Self Contained Rectangular Roll-Off Compactor; 2-Yd Loading Chamber	\$16,067.45
HF06	Wastequip: 255HD: 30-Yd Cylinder, Self Contained Rectangular Roll-Off Compactor; 2-Yd Loading Chamber	\$16,380.07
HF07	Wastequip: 255HD: 35-Yd Cylinder, Self Contained Rectangular Roll-Off Compactor; 2-Yd Loading Chamber	\$17,021.55
HF08	Wastequip: 265X: Stationary Compactor; 2-Yd Loading Chamber; Twin Cylinder	\$10,498.15
HF09	Wastequip: 265XWQ: 20-Yd, Self Contained Octagonal Roll-Off Compactor; 2-Yd Loading Chamber	\$17,203.24
HF10	Wastequip: 265XWQ: 25-Yd, Self Contained Octagonal Roll-Off Compactor; 2-Yd Loading Chamber	\$16,741.41
HF11	Wastequip: 265XWQ: 30-Yd, Self Contained Octagonal Roll-Off Compactor; 2-Yd Loading Chamber	\$17,385.94
HF12	Wastequip: 265XWQ: 35-Yd, Self Contained Octagonal Roll-Off Compactor; 2-Yd Loading Chamber	\$18,387.74

HF13	Wastequip: 265XWQ: 38-Yd, Self Contained Octagonal Roll-Off Compactor; 2-Yd Loading Chamber	\$19,669.69
HF14	Wastequip: 345HD: Stationary Compactor; 3-Yd Loading Chamber	\$12,192.18
HF15	Wastequip: 365XSEE: 25-F Super Energy Efficient 25-YD Twin Cylinder, Self Contained Rectangular Roll-Off Compactor; 4-Yd Loading Chamber	\$22,499.51
HF16	Wastequip: 365XSEE: 30-F Super Energy Efficient 30-YD Twin Cylinder, Self Contained Rectangular Roll-Off Compactor; 4-Yd Loading Chamber	\$22,619.28
HF17	Wastequip: 365XSEE: 35-F Super Energy Efficient 35-YD Twin Cylinder, Self Contained Rectangular Roll-Off Compactor; 4-Yd Loading Chamber	\$23,711.42
HF18	Wastequip: 395XHD-7: Stationary Compactor; 3.5 Yd Loading Chamber	\$15,636.08
HF19	Wastequip: 445HD: Stationary Compactor; 4-Yd Loading Chamber	\$13,656.83
HF20	Wastequip: 445XHD-PC: Stationary Compactor Pre-Crusher; 4-Yd Loading Chamber	\$34,678.49
HF21	Wastequip: 645XHD-D: Stationary Compactor; 6-Yd Loading Chamber, Twin Cylinder	\$37,526.58
HF22	Wastequip: 645XHD-7: Stationary Compactor; 6-Yd Loading Chamber, 7" Cylinder	\$22,547.21
HF23	Wastequip: 645XHD: Stationary Compactor Pre-Crusher; 6-Yd Loading Chamber	\$21,207.41
HF24	Wastequip: 1000HD: Stationary Compactor; 10-Yd Loading Chamber	\$56,048.30
HF25	Wastequip: Accupak D600: 6-Yd Cylinder Front Load Compactor	\$9,642.50
HF26	Wastequip: Accupak D800: 8-Yd Cylinder Front Load Compactor	\$10,264.70
HF27	Wastequip: C33XAPT-Apartment Compactor: Compaction Force: 16,880 lbs	\$8,608.22
HF28	Wastequip: 6030HD Vertical Baler: Bale Size: 60" x 30" x 48"; up to 1,000 lb bales; Dimensions: 96"H x 80"W x 42"D	\$9,341.05
IA01	Galbreath: OS2242-3 Dewatering Shell-Sludge Container: 20-Yd; roll-off style rectangular bottom; perforated plate shell; expanded metal walls; rear door filter and drain	\$9,338.00


[LOGIN](#)

GENERAL PURPOSE & EMERGENCY VEHICLES	INFRASTRUCTURE EQUIPMENT & SERVICES	COMMUNICATIONS EQUIPMENT & SERVICES	GROUPS FACILITIES & PARKS EQUIPMENT	PUBLIC WORKS EQUIPMENT	EMERGENCY EQUIPMENT & SUPPLIES	CONSULTING LEASING & STAFFING SERVICES	EMERGENCY PREPAREDNESS & DISASTER RECOVERY	COOPERATIVE ENERGY PURCHASING
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You are here: [Home](#) > [Refuse Handling Equipment - RH08-14](#)

PUBLIC WORKS EQUIPMENT

REFUSE HANDLING EQUIPMENT - RH08-14

Contract No.: RH08-14

Effective Date: August 1, 2014 to July 31, 2016

Note 1: collection bodies listed herein that are designed for mounting on commercial cab-chassis are priced exclusive of chassis, but inclusive of mounting costs on an H-GAC customer or H-GAC vendor supplied chassis, ready to operate without additional fitting or preparation. Either way, H-GAC vendors will coordinate the conversion to the finished, street-ready product (in the case of an H-GAC contracted chassis, coordination with an H-GAC chassis dealers).

Note 2: plastic roll-out refuse and recycling containers, and lifters, are available under H-GAC's "Refuse Containers" contract; refuse trailers are available under H-GAC's "Trailers" contract.

Note 3: the table below lists base bid items only. Other model upgrades and/or options are available. Contact the applicable H-GAC vendor and request a formal H-GAC price quote for your specific requirements.

- [A: Front-Loading Bodies](#)
- [Manufacturer: Amrep, Inc.](#)
- [A: DaDee Manufacturing, LLC](#)
- [A: Heil](#)
- [A: McNeilus](#)
- [A: New Way](#)
- [A: Pak-Mor](#)
- [A: Wayne](#)
- [A: Wittke](#)
- [B: Rear-Loading Bodies](#)
- [B: Heil](#)
- [B: Leach](#)
- [B: McNeilus](#)
- [B: New Way](#)
- [B: Pak-Mor](#)
- [B: Wayne](#)
- [C: Side-Loading Bodies](#)
- [C: Amrep](#)
- [C: DaDee](#)
- [C: Heil](#)
- [C: Labrie](#)
- [C: McNeilus](#)
- [C: New Way](#)
- [C: Pak-Mor](#)
- [C: Southwestern Equipment Co.](#)
- [C: Wayne](#)
- [D: Recycler Bodies](#)
- [D: Heil](#)
- [D: Labrie](#)
- [D: Pak-Mor](#)
- [E: Bulk Waste Grapples](#)
- [E: Epsilon](#)
- [E: Pac-Mac](#)
- [E: Palfinger](#)
- [E: Petersen Industries](#)
- [F: Hoists](#)
- [F: Amrep](#)
- [F: Heil](#)
- [F: Palfinger](#)
- [F: Wastebuilt](#)
- [G: Steel Containers](#)
- [G: Wastebuilt](#)
- [G: Wastequip](#)
- [H: Compactors and Balers](#)
- [H: Galbreath](#)
- [H: K-Pac](#)
- [H: Marathon](#)
- [H: Wastebuilt](#)
- [H: Wastequip](#)
- [I: Dewatering Containers](#)
- [I: Galbreath](#)
- [J: Miscellaneous](#)
- [J: HBarber](#)
- [J: Komptech](#)

A: Front-Loading Bodies

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Manufacturer: Amrep, Inc.

Manufacturer: Amrep, Inc.

Contractors: Amrep, Inc.

H-GAC PRODUCT CODE	BASE UNIT DESCRIPTION
--------------------------	-----------------------

BASE UNIT PRICE

H-GAC CONTACTS

- **Veronica Johnson**
(P): 713-993-2446
(F): 713-993-4548
veronica.johnson@h-gac.com

VENDOR CONTACTS

- **Amrep, Inc.**
Ray Gamez
(P): 901-992-3043
(F): 909-923-2485
[Click here for Email](#)
- **Arizona Refuse Sales, LLC**
Patricia Ballentine
(P): 602-276-4390
(F): 602-276-5470
[Click here for Email](#)
- **Bejac Corporation**
Mark Davis
(P): 714-528-6224
(F): 714-528-2309
[Click here for Email](#)
- **DaDee Manufacturing, LLC**
Patricia Ballentine
(P): 602-276-4370
(F): 602-276-5470
[Click here for Email](#)
[Additional Contacts](#)
- **Equipment Southwest, Inc.**
David Schoeher
(P): 972-554-0725
(F): 972-554-0194
[Click here for Email](#)
- **GSP Marketing, Inc/GS Products**
Timothy Hooker
(P): 740-274-5213
(F): 814-443-4966
[Click here for Email](#)
- **H. Barber & Sons, Inc.**
Christopher J. Kelly
(P): 203-232-5970
(F): 203-729-4000
[Click here for Email](#)
- **McNeilus Financial Inc./DBA McNeilus Truck and Manufacturing Co.**
Kelly T. Boss
(P): 770-459-5151
(F): 770-459-0068
[Click here for Email](#)
- **Norwood Equipment Inc**
John Pilch
(P): 713-670-1320
(F): 713-496-1275
[Click here for Email](#)
- **Pak-Mo, LTD.**
Ben Hund
(P): 830-303-7256
(F): 830-303-3648
[Click here for Email](#)
- **Palfinger American Roll-Off**
Daryl R. Mellick
(P): 210-845-0010
(F): 830-780-4611
[Click here for Email](#)
- **Scranton Mfg. Co. Inc.**
Phillip Allen
(P): 712-652-3396
(F): 712-652-3399
[Click here for Email](#)
- **Texan Waste Equipment Inc. dba Heil of Texas**
Donald Siptak
(P): 713-923-7600
(F): 713-923-5522
[Click here for Email](#)

GA06	Wastebuilt Environmental Solutions: Model ACS-BTOT-40 YD: 40-Yd Tub Roll Off	\$4,100.00
GA07	Wastebuilt Environmental Solutions: Model OS 2254: 25-Yd Gasketed Sealed Door	\$5,200.00
GA08	Wastebuilt Environmental Solutions: Model OPB 2290: 40-Yd Octagon Compaction Receiver	\$6,500.00
GA09	Wastebuilt Environmental Solutions: Model RCA 1242: 15-Yd Recycle Roll-Off Box; 1 Internal Partition & 2 Sliding Doors Per Side	\$4,100.00
GA10	Wastebuilt Environmental Solutions: Model RCA 1442: 18-Yd Recycle Roll-Off Box; 1 Internal Partition & 2 Sliding Doors Per Side	\$4,430.00
GA11	Wastebuilt Environmental Solutions: Model RCA 1642: 20-Yd Recycle Roll-Off Box; 1 Internal Partition & 2 Sliding Doors Per Side	\$4,600.00
GA12	Wastebuilt Environmental Solutions: Model RCA 1842: 24-Yard Recycle Roll-Off Box; 1 Internal Partition & 2 Sliding Doors Per Side	\$4,800.00
GA13	Wastebuilt Environmental Solutions: Model RCA 2042: 28 Yard Recycle Roll-Off Box; 1 Internal Partition & 2 Sliding Doors Per Side	\$5,100.00
GA14	Wastebuilt Environmental Solutions: Model RCA 2242: 30-Yd Recycle Roll-Off Box; 1 Internal Partition & 2 Sliding Doors Per Side	\$5,400.00
GA15	Wastebuilt Environmental Solutions: Model FL2: 2-Yd Capacity Frontload; plastic lids	\$390.00
GA16	Wastebuilt Environmental Solutions: Model FL3: 3-Yd Capacity Frontload; plastic lids	\$510.00
GA17	Wastebuilt Environmental Solutions: Model FL4: 4-Yd Capacity Frontload; plastic lids	\$575.00
GA18	Wastebuilt Environmental Solutions: Model FL6: 6-Yd Capacity Frontload; plastic lids	\$710.00
GA19	Wastebuilt Environmental Solutions: Model FL8 FT: 6-Yd Capacity Flat Top Frontload; plastic lids	\$860.00
GA20	Wastebuilt Environmental Solutions: Model FL8: 8-Yd Capacity Frontload; plastic lids	\$890.00
GA21	Wastebuilt Environmental Solutions: Model FL8 FT: 8-Yd Capacity Flat Top Frontload; plastic lids	\$1,040.00
GA22	Wastebuilt Environmental Solutions: Model FL10: 10-Yd Capacity Frontload; plastic lids	\$1,025.00
GA23	Wastebuilt Environmental Solutions: Apartment/Stationary Mini Compactor Container: 2-Yard, Front load	\$1,700.00
GA24	Wastebuilt Environmental Solutions: Apartment/Stationary Mini Compactor Container: 3-Yard Frontload	\$1,950.00
GA25	Wastebuilt Environmental Solutions: Apartment/Stationary Mini Compactor Container: 2-Yard Rear load	\$2,200.00
GA26	Wastebuilt Environmental Solutions: Apartment/Stationary Mini Compactor Container: 3-Yard Rear load	\$2,500.00
GA27	Wastebuilt Environmental Solutions: Model LD0.5: 1/2 Yd Rock-N-Dumper, Light Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$579.00
GA28	Wastebuilt Environmental Solutions: Model LD1.0: 1-Yd Rock-N-Dumper, Light Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$714.00
GA29	Wastebuilt Environmental Solutions: Model LD1.5: 1 1/2 Yd Rock-N-Dumper, Light Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$909.00
GA30	Wastebuilt Environmental Solutions: Model LD2.0: 2-Yd Rock-N-Dumper, Light Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$863.00
GA31	Wastebuilt Environmental Solutions: Model LD2.5: 2 1/2 Yd Rock-N-Dumper, Light Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$991.00
GA32	Wastebuilt Environmental Solutions: Model LD3.0: 3-Yd Rock-N-Dumper, Light Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$1,090.00
GA33	Wastebuilt Environmental Solutions: Model HD0.5: 1/2 YD Rock-N-Dumper, Heavy Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$687.00
GA34	Wastebuilt Environmental Solutions: Model HD0.75: 3/4 YD Rock-N-Dumper, Heavy Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$768.00
GA35	Wastebuilt Environmental Solutions: Model HD1.0: 1-Yd Rock-N-Dumper, Heavy Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$799.00
GA36	Wastebuilt Environmental Solutions: Model HD1.5: 1 1/2 Yd Rock-N-Dumper, Heavy Duty, One Way Fork Lift Pockets, Chain for Retaining Hopper to Forklift, Latch Handle on Right Side, Self-Dumping Hopper	\$954.00
GA37		\$1,122.00

GB26	Wastequip: (129193) 8 Yard Front Load Flat heavy Duty - 2 Door with 2 Pc Poly Lids	\$1,005.87
GB27	Wastequip: (125540) 2 Yard Front Load Flat Nestable with 2 Pc Poly Lids	\$418.18
GB28	Wastequip: (129187) 2 Yard Front Load Flat Heavy Duty with 2 Pc Poly Lids	\$495.32
GB29	Wastequip: (125542) 3 Yard Front Load Flat Nestable with 2 Pc Poly Lids	\$503.44
GB30	Wastequip: (129198) 3 Yard Front Load Flat Nestable Heavy Duty with 2 Pc Poly Lids	\$571.45
GB31	Wastequip: (125533) 4 Yard Front Load Flat with 2 Pc Poly Lids	\$585.36
GB32	Wastequip: (129189) 4 Yard Front Load Flat Heavy Duty with 2 Pc Poly Lids	\$642.50
GB33	Wastequip: (125534) 6 Yard Front Load Slant WQ with 2 Pc Poly Lids	\$727.76
GB34	Wastequip: (129190NE) 6 Yard Front Load Slant Heavy Duty with 2 Pc Poly Lids	\$939.89
GB35	Wastequip: (125535) 8 Yard Front Load Slant with 2 Pc Poly Lids	\$856.68
GB36	Wastequip: (129191NE) 8 Yard Front Load Slant Heavy Duty with 2 Pc Poly Lids	\$1,027.18
GB37	Wastequip: 1.5 Yd side loader container with 2 Pc Poly Lids	\$410.06
GB38	Wastequip: (2-1136) 2 CY Side Load Container with 2 Pc lid	\$366.42
GB39	Wastequip: (2-1137) 3 CY Side Load Container with 2 pc lid	\$418.18
GB40	Wastequip: (2-1139) 4 CY Side Load Container with 2 pc lid	\$443.56
GB41	Wastequip: (2-1140) 4 CY Side Load Container Low Profile with 3 pc lid	\$513.59
GB42	Wastequip: T-1: 1-Yd rear loader container, 2 casters and poly lids	\$411.06
GB43	Wastequip: T-11/2: 1.5 Yd rear loader container, with casters and poly lids	\$445.59
GB44	Wastequip: T-2R: 2-Yd rear loader container, with casters and poly lids	\$458.78
GB45	Wastequip: T-2S: 2-Yd rear loader container, sloped with caster and poly lids	\$577.54
GB46	Wastequip: T-3: 2-Yd rear loader container, with casters and poly lids	\$669.90
GB47	Wastequip: T-4S: 4-Yd rear loader container, with casters and poly lids	\$904.37
GB48	Wastequip: T-4: 4-Yd rear loader container: no casters and poly lids	\$751.10
GB49	Wastequip: T-6: 6-Yd rear loader container: with poly lids	\$1,012.97
GB50	Wastequip: T-8: 8-Yd rear loader container: with poly lids	\$1,345.89

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H: Compactors and Balers

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H: Galbreath

Manufacturer: Galbreath

Contractors: Wastequip Mfg. Co., LLC

H-GAC PRODUCT CODE	BASE UNIT DESCRIPTION	BASE UNIT PRICE
HA01	Galbreath: 350HD Stationary Compactor: 3.5-Yd Loading Chamber	\$17,750.32
HA02	Galbreath: 350HDT Stationary Compactor: 3.5-Yd Loading Chamber	\$21,495.67
HA03	Galbreath: 450 Stationary Compactor: 4.5-Yd Loading Chamber	\$17,234.70
HA04	Galbreath: 450HD Stationary Compactor: 4.5-Yd Loading Chamber	\$19,494.09
HA05	Galbreath: 450HDT Stationary Compactor: 4.5-Yd Loading Chamber	\$24,210.80
HA06	Galbreath: 550HDTN Stationary Compactor: 5-Yd Loading Chamber	\$28,483.95
HA07	Galbreath: APC426: Pre-Crusher: 4-Yd	\$45,694.29
HA08	Galbreath: APC526: Pre-Crusher: 5-Yd	\$48,379.98
HA09	Galbreath: Packman PM6FS: 6-Yd Cylinder, Self-Contained Front-Loading Compactor; 0.83 Yd Loading Chamber	\$8,699.57
HA10	Galbreath: Packman PM6R: 6-Yd Cylinder, Self-Contained Rear-Loading Compactor; 0.83 Yd Loading Chamber	\$9,103.54

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H: K-Pac

Manufacturer: K-Pac

Contractors: Scranton Mfg. Co., Inc.

CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Wastequip (HGACBuy)

Procurement Title: Commercial Front-Loading containers

Solicitation RFP/RFB#: N/A

Other Methods: State Price Agreement ☐ **Cooperative** ☒ **Sole Source** ☐ **Exempt** ☐ **Other** ☐

Department Requesting/Staff Member Public Utilities/ Environmental Services/ Lawrence Garcia

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids and proposals, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the procurement officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

SOLICITATION*

YES **N/A**

- | | | |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Project Beginning History (council requests etc) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Budget Determination (FIR) attach |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Solicitation document (RFP, IFB), |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Screen print of legal solicitation published in newspapers, web sites, etc.: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Screen print of addendum(s) published on the IPB/RFP: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pre-Bid/Pre-Offer Conference attendance sheet and other documents |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | If canceled, screen print of cancellation of solicitation notice |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Other: _____ |

EVALUATION*

YES **N/A**

- | | | |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Blank evaluation form |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Evaluator's names and profiles |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Evaluation procedures or evaluation instructions |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Conflict/Confidentiality Forms signed by all Evaluators, Technical Advisors, Reviewers, and any person who assists in regard to the bid/proposal, evaluation and/or award |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Bid or Offer opening sheet(s) (If RFP, then two offer opening sheets, one for technical and one for cost) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Screen print of Bidder/Offeror's detailed information |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Responsiveness review sheet or other sheet documenting responsiveness for each Bidder/Offeror, attach requests for additional information to cure items |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Non-Responsive/Non-Responsibility Form and correspondence or letters from Department to vendor regarding disqualifications |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Oral presentations (sign-in sheets, presentation materials, etc.) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Documentation sent to Bidders/Offerors and responses received regarding clarifications, decisions, negotiations, and/or best and final offers, etc. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Reference Reviews/Reference Check Questionnaires |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Individual evaluations included for each RFP. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pricing evaluation |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Final overall evaluation matrix or summary of evaluator scores |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Other: _____ |

AWARD***YES N/A**

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fully executed Memo to Committees from the Department with recommendation of award
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Winning proposal (this is a copy that has all confidential/proprietary information excluded)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Screen print of Contract Award Notice
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Screen print of Award Notice published on agency website
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Email or notification sent to all Bidders/Offerors that award was made
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Waiver or "No Action Taken" from Procurement Office
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Correspondence with Procurement Office regarding waiver
<input type="checkbox"/>	<input checked="" type="checkbox"/>	If IFB and not awarded to lowest responsive, responsible bidder; written explanation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other: _____

DISCLOSURES**YES N/A**

Contractor Disclosures & Conflicts of Interest		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Disclosures & Conflicts of Interest Form(s) (winning bidder(s)/offeror(s))
Contractor –Conflicts of Interest		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Office Letter or e-mail to designated individual regarding potential conflict
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Conflict of Interest Form signed by all parties
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Letter from Procurement Office regarding the potential conflict
Subcontractor Disclosures		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Disclosures & Conflicts of Interest form of Subcontractor(s)
Subcontractor –Conflicts of Interest		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Officer Letter or email to designated individual regarding potential conflict
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Conflict of Interest form signed by all parties
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Letter from Legal Office regarding the potential conflict
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other: _____

CONTRACT**YES N/A**

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Copy of Executed Contract
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Copy of all documentation presented to the Committees
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Finalized Council Committee Minutes
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other: _____

MISCELLANEOUS FILE***YES N/A**

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local Preference Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	New Mexico Residence Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Veterans Exemption
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sole Source determination form approved by Procurement Officer
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Exempt determination memo approved by Procurement Officer
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other: _____

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

PROTEST (If applicable)*

YES N/A

☐
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Documentation from protester filed with the Purchasing Office
Letter from Department to Purchasing Office Providing response to protest
Letter from Purchasing Officer to protester and Department on final outcome
Other: _____

Create a separate file folder which may contain any documents with trade secrets or other competitively sensitive, confidential or proprietary information.

YES N/A

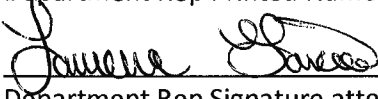
☐
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Original bid(s) or proposal(s) with no redactions.
Documentation exempt - Proprietary, Confidential, Competitively Sensitive, or Trade Secret (i.e. e-mails, proposals, letters)

Lawrence Garcia ESD Project Administrator

Department Rep Printed Name and Title



Department Rep Signature attesting that all information included

Purchasing Officer attesting that all information is reviewed