



Contract #UCPUMW 18-804
UNIVERSITY OF MARY WASHINGTON
Commonwealth of Virginia
Standard Contract/Master Agreement

This contract entered into this 15th day of May 2018 by Select Recycling Waste Services, Inc., hereinafter called the "Contractor" and the Commonwealth of Virginia, University of Mary Washington called the "Purchasing Agency", or UMW.

WITNESSETH that the Contractor and the University, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide the services described herein including painting of dumpsters to compliment the UMW campus (Blue Dumpsters, paint sample provided) at the bid prices included in their bid package.

PERIOD OF CONTRACT: 1 July 2018 - 30 June 2019 with five (5) one (1) year renewal options that if exercised will extend the term of the contract to 30 June 2024.

COMPENSATION AND METHOD OF PAYMENT: Will be in accordance with the contract documents:

CONTRACT DOCUMENTS: The contract documents shall consist of this signed Contract, the general conditions, special conditions, Offeror's bid package, subsequent clarifications and modifications, all of which are incorporated herein by reference and constitute the "contract documents."

Any contractual claims shall be submitted in accordance with the contractual dispute procedures set forth in the Commonwealth of Virginia Purchasing Manual for Institutions of Higher Education and their Vendors.

In witness, whereof, the parties have caused this Contract to be duly executed intending to be bound thereby.

CONTRACTOR:

By: Steven Hayes

Title: Manager

Date: 5-15-2018

FEI/FIN# 36-4745973 VA

PURCHASING AGENCY:

By: MELVA A.H. KISHPAUGH

Title: DIRECTOR, PROCUREMENT SERVICES

Date: 5/18/2018

Note: This public body does not discriminate against faith-based organizations in accordance with the Code of Virginia 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any basis prohibited by state law relating to discrimination in employment.

**INVITATION FOR BIDS (IFB)**

**ISSUE DATE:** 18 March 2018

**IFB NUMBER & TITLE:** UCPUMW 18-804/Waste Management

**BID DUE DATE & TIME:** 16 April 2018 no later than 4PM

**ISSUING AGENCY & ADDRESS:**  
University of Mary Washington  
Procurement Services  
Eagle Village Executive Offices, Suite 480  
1125 Jefferson Davis Hwy., Fredericksburg, VA 22401

**WORK LOCATION:** University of Mary Washington (All Locations)

**COMMODITY CODE(S):** 91027

**PRE-BID CONFERENCE:**  Optional  Mandatory  N/A **DATE & TIME:** 28 March 2018, 10AM

**PRE-BID LOCATION:** Physical Plant, Hanover Street, Fredericksburg, VA 22401

**CONTRACT OFFICER:** Patricia A. Canciglia **EMAIL:** pcancigl@umw.edu

**PERIOD OF CONTRACT:** 1 June 2018 – 31 May 2019 with five (5) one-year renewable options that if exercised will extend the term of the contract to 31 May 2024.

In compliance with this Invitation for Bid (IFB) and to all the conditions imposed therein and hereby incorporated by reference, the undersigned firm offers and agrees to furnish the goods/services in accordance with the attached signed bid or as mutually agreed upon by subsequent negotiation. The undersigned firm hereby certifies that all information provided below and in schedule or attachment of this document is true, correct and complete.

By signing, you are certifying that you are an authorized representative of the offering firm and that the firm's principals or legal counsel have reviewed the Invitation for Bid's General Terms and Conditions and any Special Terms and Conditions. Any exceptions to the General or Special Terms and Conditions must be clearly identified in your submission. No exceptions can be taken to those General or Special Terms and Conditions that are mandated by law. If no exceptions are identified in your submission, it is understood that the provisions will become a part of any final agreement.

**THIS FORM MUST BE COMPLETED AND RETURNED WITH BID**

**Name of Offering Firm:** Select Recycling Waste Services, Inc.

**Address of Offering Firm:** P.O. BOX 6419 Chesapeake, VA 23323

**DSBSD Designation (Check All That Apply):**  Micro  Small  Woman-Owned  Minority-Owned

**DSBSD Certification No.:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

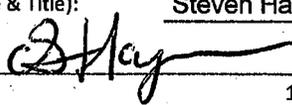
**Virginia Contractor License No.:** \_\_\_\_\_ **Class:** \_\_\_\_\_

**eVA ID or DUNS No.:** 080402351 **FEIN:** 36-4745973

**Email:** steven@srwscorp.com **Telephone:** (757) 399-1900

**Website:** www.srwscorp.com **Fax:** (757) 399-1944

**Submitted By (Print Name & Title):** Steven Hayes / Director of Sales

**Signature (In Ink):**  **Date:** 4/13/18



ADDENDUM 1

2 April 2018

**ADDENDUM NO. 1 TO ALL BIDDERS:**

Reference – Invitation for Bid: UCPUMW 18-804 – Waste Management  
Date Issued: 18 March 2018  
For Delivery to: University of Mary Washington, Commonwealth of Virginia  
Proposal Due Date: 16 April 2018 no later than 4PM

This addendum consists of six (6) pages.

As a result of the Mandatory Pre-Bid Conference of 28 March 2018, the following additional information is provided:

1. Attachment (1), List of Attendees at the Pre-Bid Conference. Note, only those Bidders identified will be permitted to submit a bid in response to IFB UCPUMW 18-804.
2. Attachment (2) is a current list of eVA fees. Note, that the fees apply per purchase order. It is anticipated that there will be a minimum of 12 purchase orders placed per contract year.
3. Attachment (3) is a detailed list of all containers appropriately annotated to identify those that are University-owned and those that are Contractor-provided.
4. Attachment (4) provides estimated pulls and weight for compactors.
5. Attachment (5) is a revised Attachment (A) Bidder's Checklist which adds the requirement for a copy of your agreement for the proposed Recycling Facility.
6. Further clarification is provided as follows: Landfill or recycling facility receipts/tickets are required for all loads that UMW is billed for tipping fees.

**END OF ADDENDUM NO. 1**

Patricia A. Canciglia  
Sr. Contract Officer  
Procurement Services  
University of Mary Washington  
Phone: (540)654-1237

IFB UCPUMW 18-804 Addendum No. 1 (and all addenda) should be acknowledged and included in the IFB submittal package.

NAME OF OFFERING FIRM:

Select Recycling Waste Services

NAME OF OFFEROR REPRESENTATIVE:

Steven Hayes

OFFEROR SIGNATURE:

DATE:

04/16/2018

# Commonwealth of Virginia



## State Corporation Commission

### CERTIFICATE OF GOOD STANDING

*I Certify the Following from the Records of the Commission:*

That Select Recycling Waste Services, Inc. is duly incorporated under the law of the Commonwealth of Virginia;

That the date of its incorporation is November 8, 2012;

That the period of its duration is perpetual; and

That the corporation is in existence and in good standing in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



*Signed and Sealed at Richmond on this Date:  
March 21, 2018*

*Joel H. Peck*  
Joel H. Peck, Clerk of the Commission

**ATTACHMENT B  
POINT OF CONTACT INFORMATION**

**SINGLE POINT OF CONTACT**

<b>CONTACT PERSON'S NAME</b>	Scott Franklin
<b>CELL PHONE NUMBER</b>	(540) 455-3837
<b>IS CELL PHONE CAPABLE OF RECEIVING TEXT MESSAGES?</b>	Yes
<b>BEEPER/PAGER NUMBER.</b>	
<b>TELEPHONE NUMBER – NORMAL WORKING HOURS</b>	(540) 693-4249
<b>TELEPHONE NUMBER – AFTER NORMAL WORKING HOURS</b>	(757) 235-9598
<b>FAX NUMBER</b>	(757)399-1944
<b>EMAIL ADDRESS</b>	Scott@srwscorp.com

**EMERGENCY POINT OF CONTACT**

<b>CONTACT PERSON'S NAME</b>	Steven Hayes
<b>CELL PHONE NUMBER</b>	(757) 620-3661
<b>IS CELL PHONE CAPABLE OF RECEIVING TEXT MESSAGES?</b>	Yes
<b>BEEPER/PAGER NUMBER.</b>	
<b>TELEPHONE NUMBER – NORMAL WORKING HOURS</b>	(757) 399-1900
<b>TELEPHONE NUMBER – AFTER NORMAL WORKING HOURS</b>	(757) 235-9598
<b>FAX NUMBER</b>	(757) 399-1944
<b>EMAIL ADDRESS</b>	steven@srwscorp.com

**ADMINISTRATIVE POINT OF CONTACT**

<b>CONTACT PERSON'S NAME</b>	Kortni Cormany
<b>CELL PHONE NUMBER</b>	(757) 235-9598
<b>IS CELL PHONE CAPABLE OF RECEIVING TEXT MESSAGES?</b>	Yes
<b>BEEPER/PAGER NUMBER.</b>	
<b>TELEPHONE NUMBER – NORMAL WORKING HOURS</b>	(757) 399-1900
<b>TELEPHONE NUMBER – AFTER NORMAL WORKING HOURS</b>	(757) 235-9598
<b>FAX NUMBER</b>	(757) 399-1944
<b>EMAIL ADDRESS</b>	kortni@srwscorp.com

**INVOICING/PAYMENT POINT OF CONTACT**

<b>CONTACT PERSON'S NAME</b>	Yvette Ohree
<b>CELL PHONE NUMBER</b>	(804) 912-3096
<b>IS CELL PHONE CAPABLE OF RECEIVING TEXT MESSAGES?</b>	
<b>BEEPER/PAGER NUMBER.</b>	
<b>TELEPHONE NUMBER – NORMAL WORKING HOURS</b>	(804) 299-5000
<b>TELEPHONE NUMBER – AFTER NORMAL WORKING HOURS</b>	(757) 235-9598
<b>FAX NUMBER</b>	(757) 399-1944
<b>EMAIL ADDRESS</b>	yohree@srwscorp.com

**RETURN THIS FORM WITH YOUR BID PACKAGE**



## **KEY PERSONNEL**

### **Owner:**

**Danny Meeks**

***dmeeks@empiremetalcorp.com/Danny@srwscorp.com***

**757-404-9336**

### **Operations Manager**

**Scott Franklin**

***scott@srwscorp.com***

**(540) 455-3837**

### **Director of Sales:**

**Steven Hayes**

***steven@srwscorp.com***

**757-620-3661**

### **Office Manager:**

**Kortni Cormany**

***kortni@srwscorp.com***

**(540) 693-4249**





## COMPANY REFERENCES:

- **The Port of Virginia** – Provide Service of F/L & R/L containers at all Port locations in the Hampton Roads Region.  
Contract Date: October 2016 – September 2021  
Contact: Michael Renfrow(Manager)  
Phone: (757) 567-1132 – Email: mrenfrow@vit.org  
-On-call basis for R/O container services. We haul debris back to our facility to dump can and sort through for proper disposal and provide a monthly break out of debris being recycled. F/L containers are dumped on a weekly basis.
- **Lyon Shipyard, Inc.** – Provide Service of F/L & R/O at various shipyard locations.  
Contract Dates: September 2016 – August 2020  
Contact: Buddy Umstot (Purchasing Manager)  
Phone: (757) 328-9328 – Email: bumstot@lyonshipyard.com  
-Customer is at an on-call basis for R/O container services. We haul debris back to our facility to dump can and sort through for proper disposal.
- **VDOT** – Provide Service of F/L & R/O containers under multiple contracts across Hampton Roads  
February 2017 – Present  
Contact: Rhonda Tharrington (Contract Purchasing Manager)  
Phone: (757) 925-3603 – Email: IRhonda.Tharrington@VDOT.Virginia.gov  
-On-call basis for R/O container services. We haul debris back to our facility to dump can and sort through for proper disposal and provide a monthly break out of debris being recycled. F/L containers are dumped on a weekly basis.
- **ODU**– Provide Service of F/L & R/O containers for the entire campus  
July 2017 – Present  
Contact: Harvey Logan (Contract Purchasing Manager)  
Phone: (757) 477-9849 – Email: hlogan@odu.edu  
-On-call basis for R/O container services. We haul debris back to our facility to dump can and sort through for proper disposal and provide a monthly break out of debris being recycled. F/L containers are dumped on a weekly basis.

**ATTACHMENT D**

**PRICING SCHEDULE**

**MUST BE COMPLETED AND RETURNED WITH BID PACKAGE**

The Bidder agrees to provide services in compliance with the Scope of Work and Terms and Conditions of this Invitation for Bid at firm rates as identified below. Failure to complete all of the rates and extended totals highlighted below or submission of a bid of \$0 will be cause for rejection of bid (via a non-responsive determination).

<b>WASTE</b>		
<b>CONTAINER</b>	<b>TIMES PER WEEK</b>	<b>PRICE PER MONTH</b>
<b>2 YD COMPACTED WASTE</b>	<b>1</b>	\$ <u>81.00</u>
	<b>2</b>	\$ <u>162.00</u>
	<b>3</b>	\$ <u>243.00</u>
	<b>4</b>	\$ <u>324.00</u>
	<b>5</b>	\$ <u>405.00</u>
	<b>6</b>	\$ <u>486.00</u>
	<b>7</b>	\$ <u>567.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	
<b>2 YD WASTE</b>	<b>1</b>	\$ <u>48.00</u>
	<b>2</b>	\$ <u>96.00</u>
	<b>3</b>	\$ <u>144.00</u>
	<b>4</b>	\$ <u>192.00</u>
	<b>5</b>	\$ <u>240.00</u>
	<b>6</b>	\$ <u>288.00</u>
	<b>7</b>	\$ <u>336.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	
<b>6 YD WASTE</b>	<b>1</b>	\$ <u>72.00</u>
	<b>2</b>	\$ <u>144.00</u>
	<b>3</b>	\$ <u>216.00</u>
	<b>4</b>	\$ <u>288.00</u>
	<b>5</b>	\$ <u>360.00</u>
	<b>6</b>	\$ <u>432.00</u>
	<b>7</b>	\$ <u>504.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	
<b>8 YD WASTE</b>	<b>1</b>	\$ <u>89.00</u>
	<b>2</b>	\$ <u>178.00</u>
	<b>3</b>	\$ <u>267.00</u>
	<b>4</b>	\$ <u>365.00</u>
	<b>5</b>	\$ <u>445.00</u>
	<b>6</b>	\$ <u>534.00</u>
	<b>7</b>	\$ <u>623.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	
<b>10 YD WASTE</b>	<b>1</b>	\$ <u>115.00</u>
	<b>2</b>	\$ <u>230.00</u>
	<b>3</b>	\$ <u>345.00</u>
	<b>4</b>	\$ <u>460.00</u>
	<b>5</b>	\$ <u>575.00</u>
	<b>6</b>	\$ <u>690.00</u>
	<b>7</b>	\$ <u>805.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	

**ATTACHMENT D**

**PRICING SCHEDULE (CONTINUED)**

**MUST BE COMPLETED AND RETURNED WITH BID PACKAGE**

The Bidder agrees to provide services in compliance with the Scope of Work and Terms and Conditions of this Invitation for Bid at firm rates as identified below. Failure to complete all of the rates and extended totals highlighted below or submission of a bid of \$0 will be cause for rejection of bid (via a non-responsive determination).

<b>RECYCLING</b>		
<b>CONTAINER</b>	<b>TIMES PER WEEK</b>	<b>PRICE PER MONTH</b>
<b>2 YD Recycling</b>	1	\$ <u>\$26.00</u>
	2	\$ <u>\$52.00</u>
	3	\$ <u>\$78.00</u>
	4	\$ <u>\$104.00</u>
	5	\$ <u>\$130.00</u>
	6	\$ <u>\$156.00</u>
	7	\$ <u>\$182.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	\$ <u>\$26.00</u>
<b>6 YD Recycling</b>	1	\$ <u>\$28.00</u>
	2	\$ <u>\$56.00</u>
	3	\$ <u>\$84.00</u>
	4	\$ <u>\$112.00</u>
	5	\$ <u>\$140.00</u>
	6	\$ <u>\$168.00</u>
	7	\$ <u>\$196.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	\$ <u>\$28.00</u>
<b>8 YD Recycling</b>	1	\$ <u>\$30.00</u>
	2	\$ <u>\$60.00</u>
	3	\$ <u>\$90.00</u>
	4	\$ <u>\$120.00</u>
	5	\$ <u>\$150.00</u>
	6	\$ <u>\$180.00</u>
	7	\$ <u>\$210.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	\$ <u>\$30.00</u>
<b>10 YD Recycling</b>	1	\$ <u>\$31.00</u>
	2	\$ <u>\$62.00</u>
	3	\$ <u>\$93.00</u>
	4	\$ <u>\$124.00</u>
	5	\$ <u>\$155.00</u>
	6	\$ <u>\$186.00</u>
	7	\$ <u>\$217.00</u>
	Non-Scheduled Pickup – Separate – One Time Charge	\$ <u>\$31.00</u>

**ATTACHMENT D**

**PRICING SCHEDULE (CONTINUED)**

**MUST BE COMPLETED AND RETURNED WITH BID PACKAGE**

The Bidder agrees to provide services in compliance with the Scope of Work and Terms and Conditions of this Invitation for Bid at firm rates as identified below. Failure to complete all of the rates and extended totals highlighted below or submission of a bid of \$0 will be cause for rejection of bid (via a non-responsive determination).

**ON CALL**

CONTAINER	COST FACTORS	PER TON	PER PICKUP	WEEKLY COST	MONTHLY COST
<b>Waste On-Call 30 Yard Open</b>	Tipping Fee	\$ <u>\$45.00</u>			
	Rent			\$ <u>\$5.00</u>	\$ <u>\$20.00</u>
	Hauling		\$ <u>\$125.00</u>		
<b>Recycling On-Call 30 Yard Open</b>	Rent			\$ <u>\$5.00</u>	\$ <u>\$20.00</u>
	Hauling		\$ <u>\$125.00</u>		
	Contamination	\$ <u>\$45.00</u>			
	Tipping Fee	\$ <u>\$14.00</u>			
<b>Hurley Center 34 Yard Compactor Trash</b>	Tipping Fee	\$ <u>\$45.00</u>			
	Hauling	\$ <u>\$155.00</u>			
	University Owned				
<b>University Center 28 Yard Compactor Trash and Recycling</b>	Single Stream Recycling Tipping Fee	\$ <u>\$14.00</u>			
	Contamination	\$ <u>\$45.00</u>			
	Waste Tipping Fee	\$ <u>\$45.00</u>			
	Hauling	\$ <u>\$155.00</u>			
	University Owned				



All proposed pricing in Attachment D includes Total Landfill Fee and Recycling Fees.

A handwritten signature in black ink, appearing to read "S. Hayes", is written over a horizontal line.

Steven Hayes

ATTACHMENT E

SMALL BUSINESS SUBCONTRACTING PLAN  
MUST BE COMPLETED AND RETURNED WITH BID OR BID PACKAGE.

All small businesses must be certified by the Commonwealth of Virginia, Department of Small Business and Supplier Diversity (DSBSD) by the due date of the solicitation to participate in the SWaM program. Certification applications are available through DSBSD online at <http://sbsd.virginia.gov>.

DEFINITIONS:

"Small business" means a business independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business. *Note: DSBSD-certified women- and minority-owned businesses shall also be considered small businesses when they have received DSBSD small business certification. (Code of Virginia, § 2.2-4310)*

"Woman-owned business" means a business that is at least 51% owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women. *(Code of Virginia, § 2.2-4310)*

"Minority-owned business" means a business that is at least 51% owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals. *(Code of Virginia, § 2.2-4310)*

Bidder Name: Select Recycling Waste Services  
Preparer Name: Steven Hayes Date: 04/15/2018

INSTRUCTIONS:

- A. If you are certified by the Department of Small Business and Supplier Diversity (DSBSD) as a small business, complete only Section A of this form. This shall not exclude DSBSD-certified women-owned and minority-owned businesses when they have received DSBSD small business certification.
- B. If you are not a DSBSD-certified small business, complete Section B of this form. For the bid to be considered and the bidder to be declared responsive, the bidder shall identify the portions of the contract that will be subcontracted to DSBSD-certified small business in Section B.

**ATTACHMENT E (CONT'D)**

**Section A**

If you are certified by the Department of Small Business and Supplier Diversity (DSBSD), are you certified as a:

**Check Only One:**    Small Business    Small and Woman-Owned Business    Small and Minority-Owned Business

DSBSD Certification No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Section B**

Populate the table below to show your plans for utilization of DSBSD-certified small businesses in the performance of this contract. This shall not exclude DSBSD-certified women-owned and minority-owned businesses that have received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc.

**Plans for Utilization of DSBSD-Certified Small Businesses for this Procurement**

Small Business Name, Address & DSBSD Cert No.	Indicate if also: Women (W) or Minority (M) Certified	Contact Person, Telephone & Email	Type of Goods and/or Services	Planned Involvement During Initial Period of the Contract (%)	Planned Contract Dollars During Initial Period of the Contract (\$)
Finks Inc. 35 Beechdale Rd. Petersburg, VA Pending	W	Katie Hayes 757-292-7686	Towing.	N/A	N/A
<b>Total Planned Subcontracting Spend (\$)</b>					

ATTACHMENT E



TO: University of Mary Washington Supplier Community  
FROM: Lynne Richardson *LR* 12/12/17  
Interim Vice President for Administration and Finance  
RE: University Supplier Diversity Initiative

Greetings, University Supplier Community:

In order to achieve the University's mission of "providing a superior education that inspires and enables our students to make positive changes in the world," UMW relies on the support of its supplier community to provide necessary goods and services through its procurement processes.

A vital part of University procurement is its commitment to doing business with Virginia-certified small, women-owned, and minority-owned businesses and developing long-term partnerships in order to support both the mission of the University and the economic growth of the businesses in a fiscally responsible manner.

The University asks its suppliers to certify with the Department of Small Business and Supplier Diversity if qualified, or to show support for these certified businesses by establishing subcontracting alliances with these businesses. If vendors require assistance with small business certification, please contact the University's Small Business Development Center (SBDC) or the University's Procurement Services office.

Large businesses also play an important role in supporting the University's initiative by subcontracting work to Virginia-certified small businesses. If large businesses need assistance in locating small businesses for subcontracting, please visit the DSBSD website, or contact the University's Procurement Services office. Reporting small business subcontracting spend on a monthly or quarterly basis to the University's Procurement Services office is easy; a reporting template is located on Procurement's webpage: <http://adminfinance.umw.edu/procurement/swam-2/swam-reporting/>.

As an agency of the Commonwealth of Virginia and as a community of globally minded citizens, this initiative is important to the University.

Again, the University thanks you for your continued support and partnership.

November 15, 2017

ATTACHMENT E

SWAM SUBCONTRACTOR SPEND REPORTING  
FORM LOCATED ON PROCUREMENT SERVICES WEBSITE

<http://adminfinance.umw.edu/procurement/vendors-2/swam-reporting/>

**Business Services**

## Procurement Services

Technology Purchases | Current Bids & Proposals | Vendors | Green Purchasing | **SWAM Reporting**

**Central Storeroom/Supplies** | You are here: Home / Vendor Resources

**Contracts** | **SWAM Reporting** | Vendor Policies and Guidelines

**Laws, Policies and Procedures** | **SWAM Subcontractor Reporting** | Vendor Registration Procedures

**Forms** | The University of Maryland System in the Commonwealth of Virginia, is required to report all small business spend, importance is also placed on utilizing local woman-owned and minority-owned businesses

**Training**

**Small Purchase Credit Card**

**Directions and Maps**

Virginia's Total Procurement Solution

### SWAM Subcontractor Reporting

This form should be used by vendors to report their Small, Woman-owned and Minority-owned (SWAM) business spend.

**Purchasing Dates and Deadlines**

July 2013

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**Vendor \***  **Contract Number**

Please enter the name of the COMPANY. **Name \***

Please enter the SUBMITTER'S first and last name. **First**  **Last**

Please enter the SUBMITTER'S email address. **Email \***

**Select Reporting Method \***

Upload Spreadsheet/Document  Manual Input

**Additional Comments/Information**

Please provide any relevant comments or information

**Captcha**

chromate mindingtan

Type in the text

Type in info for each sub

Upload document – Excel or Word Only



The market value for recyclables at this time is almost non-existent. As you can see from the letter I have provided from the Rappahannock Regional Solid Waste Management Board, decreasing commodity prices for recycled materials have decreased so much that on April 4<sup>th</sup> 2018 the landfill started charging \$12.50 a ton for single stream recyclables. Therefore, at this time Select Recycling can not offer any rebates on recycled material. Thank you.

A handwritten signature in black ink, appearing to read "S. Hayes", is written over a horizontal line. The signature is fluid and cursive in style.

Steven Hayes



## **Rappahannock Regional Solid Waste Management Board**

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489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

**To: Rappahannock Regional Landfill Customers**

**From: Diane Jones, Recycling Coordinator**

**Date: April 4, 2018**

**RE: Single Stream Recycling**

To Our Customers:

As a result of decreasing commodity prices for recycled materials, the Regional Landfill is forced to pass on our operational cost to customers effective immediately. This is the result of our recycling material processor eliminating the rebate we receive for single stream recycled materials. The handling charge for the Regional Landfill to process and deliver single stream materials is \$12.50 per ton, which we must pass along to our customers.

It is possible that in the future the Regional Landfill will be asked to pay for the single stream recycled materials we deliver. If so, we will be forced to increase our tipping fee to account for any increase in cost. Of course, if the market situation improves to where we are breaking even or in a positive cash flow position, we will adjust our tipping fees accordingly.

If you have any questions please contact Diane Jones at 658-8680. Thank you for your understanding.

**SELECT RECYCLING WASTE SERVICES, INC**  
767-399-1800  
1790 DARBYTOWN RD  
RICHMOND, VA 23231

TOWNBANK  
CHEESAPEAKE, VA 23322

3075

68-884/514

CHECK NUMBER

3-27-18

TO THE  
ORDER OF

Stafford County

five hundred

\$ 500.00

00

100

DOLLARS

Land fill Deposit

*Denny M...*

⑈003075⑈ ⑈05408949⑈5027238819⑈

CT RECYCLING WASTE SERVICES, INC

3075

Account # 247

CT RECYCLING WASTE SERVICES, INC

3075

Photo Safe Deposit

Details on Back

RAPP REG SOLID WASTE MGT BOARD  
 P.O. Box 339  
 STAFFORD, VA 22554

INBOUND CHARGE

000247 Select Recycling Waste Service  
 1790 Darbytown Road  
 Richmond VA 23231

SITE	TICKET	GRID	WEIGHMASTER			
01	00650386		Susan Carpenter			
DATE IN	DATE OUT	TIME IN	TIME OUT	VEHICLE	ROLL OFF	
04/05/18	04/05/18	10:31	10:31			
REFERENCE			ORIGIN			

Scale 1 Gross Wt. 43200 LB  
 Manual Tare Wt. 36600 LB  
 Net Weight 6600 LB

QTY.	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
3.30	TON	COMM-STAFFORD	-43.000 41.00 12.00	141.90	0.00	141.90

NET AMOUNT
141.90
TENDERED
CHANGE
CHECK NO.

WWW61 TO REORDER CONTACT CAROLINA SOFTWARE (910) 799-6767 SIGNATURE *[Signature]*



There will be a \$45.00 a ton cost to remove rejected/contaminated recyclable material. This cost is based on the fact that the contaminated recyclable material will have to be dumped as municipal solid waste (MSW) at the landfill. Thank you.

A handwritten signature in black ink, appearing to read "S Hayes", is written over a horizontal line.

Steven Hayes