

Facsimile Cover Sheet: 1 of 14 (including this Cover)

From: Amy Boggess, Account Manager Republic Services dba Allied Waste Services of N.A. P.O. Box 329 Lesage, WV 25537 Industrial Lane, Kyle Industrial Park Huntington, WV 25702

Phone: 304-525-1257 Fax: 304-525-0721

To: Mark Atkins & Shelia Ramey

SEALED BID: Trash Refuse Containers and Services

BUYER: Mark Atkins/ file 51

SOLICITATION NO: CRFQ 0506 MMB 1600000013

BID OPENING DATE: APRIL 26, 2016 BID OPENING TIME: 1:30 PM EST FAX NUMBER: 304-558-3970

> 04/26/16 11:53:55 \WV Purchasina Division



April 25, 2016

Mark A. Atkins, Buyer
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

Shelia K. Ramey, Procurement Officer Mildred Mitchell-Bateman Hospital 1530 Norway Avenue Huntington, WV 25705

Dear Mr. Atkins & Ms. Ramey:

Attached are the required documents for Solicitation CRFQ 0506 MMB1600000013 respectfully submitted by Republic Services — Huntington, WV dba Allied Waste Services of N.A.

As Mildred Mitchell-Bateman Hospital is truly a most-valued Customer for many years, we have worked diligently to meet and exceed your service needs. So, thank you for entrusting your solid waste and recycling needs to our Company. We aspire to grow and improve our services, continuing the productive relationship for years to come.

Respectfully,

Republic Services, Site #971, Huntington, WV/Allied Waste Services of N.A.

Amy Boggess,

Account Manager

304-525-0721/office

304-633-5914/mobile

Umy Boggess

aboggess3@republicservices.com

Attachments

CERTIFICATIONAND SIGNATURE PAGE

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Republic Services dba Allied Waste Services of N.A.

(Company)

Any Bases, Account manage (Authorized Signature) (Representative Name, Title)

(304-525-1257) (304-525-0721) 04-25-16

(Phone Number) (Fax Number) (Date)

ADDENDUM ACKNOWLEDGEMENT FORM SOLICITATION NO.: CKHQ MMB160000007?

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received: (Check the box next to each addendum received)	eived)
Addendum No. 1	Addendum No. 6
Addendum No. 2	Addendum No. 7
Addendum No. 3	Addendum No. 8
Addendum No. 4	Addendum No. 9
Addendum No. 5	Addendum No. 10
I further understand that any verbal represent discussion held between Vendor's represent	ipt of addenda may be cause for rejection of this bid. ntation made or assumed to be made during any oral tatives and any state personnel is not binding. Only to the specifications by an official addendum is
Republic Services dba Allied Waste Services o Company	f N.A.
Authorized Signature	
04-25-16	
Date	
NOTE: This addendum acknowledgement s	hould be submitted with the bid to expedite
document processing.	_

REQUEST FOR QUOTATION CRFQ MMB160000013 TRASH CONTAINERS, COMPACTOR, REMOVAL AND DISPOSAL SERVICES

11. MISCELLANEOUS:

11.1 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Please Complete:
Contract Manager: Amy Boggess
Vendor Telephone Number: 304-525-1257/office or 304-633-5914/mobile
Vendor Fax Number: 304-525-0721
Vendor Email: aboggess3@republicservices.com

		CRFQ 0506 MMB1600000009 PRICING PAGE		EXHIBIT "A"
Item #	Estimated Amounts	Description of Services	Unit Cost	Total Cost
4.1.1	2 EA	(2) 30 Cubic Yard - Roll Off Container		
	10 Ton	Disposal/Recycling of Trash per Ton	\$27.03	\$270.30
	48 Each	Haul Charges for delivery of trash to landfill - On Call Service	\$187.15	\$8,983.20
	24 Months	Monthly Rental Charges for Containers	\$0	\$0
4.1.2	2 EA	(2) 8 Cubic Yard Container		
	2,000 Lbs	Disposal/Recycling of Trash per Pound	\$0	\$0
	312 Each	Haul Charges for delivery of trash to landfill - Every Monday, Wednesday & Friday	\$15.81*	\$4,932.72
	24 Months	Monthly Rental Charges for Containers	\$0	\$0
4.1.3	1 EA	(1) 34 Cubic Yard Compactor		CHARLES TO NO. TO BEEN LINE
	7 Ton	Disposal/Recycling of Trash per Ton	\$27.03	\$189.21
	24 Each	Haul Charges for delivery of trash to landfill - Every other Monday	\$187.15	\$4,491.60
	12 Months	Monthly Rental Charges for Compactor	\$155.96	\$1,871.52
,			*	

GRAND TOTAL COST

\$20,738.55

4.1.2 *Unit Cost - Indicates 1 container per day empty Cost

Rates are inclusive of any and all travel cost, including fuel, delivery or travel time to hospital. The amounts above are only an estimate to be used for the bid tabulations, we may require more or less.

Awarding of the contract will be to the vendor who provides the lowest total cost bid submission and meets or exceeds the specifications of the request for quotation.

Company Name:	Republic Services dba Allied Waste Services of N.A.	,	
Sales Representative:	Amy Boggess		
Vendor Address:	P.O. Box 329 Lesage, WV 25537 Industrial Lane, Kyle Industrial Park Huntington, WV 25702		
Vendor Phone:	304-525-1257/Direct	Fax Number:	304-525-0721
Email Address:	aboggess3@republicservices.com	,	_

(m. 1604512016
Signature Date

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (*W. Va. Code* §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

MELISSA K HUDSON Republic Services

PO Box 329 Lesage, WV 25537-0329 My Commission Expires April 4, 2022

Vendor's Name: Republic Services dba Allied Waste	Services of N.A.
Authorized Signature: (Ing Boggess)	Date: <u>4-25-16</u>
State of WV	
County of Cabell , to-wit:	
Taken, subscribed, and sworn to before me this 25th day of Ap	ril , 20 <u>16</u> .
My Commission expires April 4 , 200	1 <u>2</u>
AFEX SEAL HERE OFFICIAL SEAL NOTARY I	PUBLIC Melissa K. Hudson

Purchasing Affidavit (Revised 08/01/2015)

WV-10 Approved / Revised 08/01/15

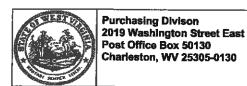
Date: 4-25-16

State of West Virginia /ENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

Divisior	will make the determination of the Vendor Preference, if applicable.
	Application is made for 2.5% vendor preference for the reason checked: Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2.	Application is made for 2.5% vendor preference for the reason checked: Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3	Application is made for 2.5% vendor preference for the reason checked: Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4.	Application is made for 5% vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5.	Application is made for 3.5% vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6.	Application is made for 3.5% vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7.	Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules. Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.
requiren against	inderstands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the nents for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency cted from any unpaid balance on the contract or purchase order.
authorize the requ	nission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and es the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid ired business taxes, provided that such information does not contain the amounts of taxes paid nor any other information by the Tax Commissioner to be confidential.
and acc	enalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true curate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate solutions during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.
Bidder:	Republic Services dba Allied Waste Services Signed:

Title: Account Manager



State of West Virginia Request for Quotation 33 — Service - Misc

Proc Folder: 199711					
Doc Description: OPEN-END CONTRACT FOR TRASH REFUSE CONTAINERS AND SERVICES Proc Type: Central Master Agreement					
					ate Issued
2016-04-04	2016-04-26 13:30:00	CRFQ 0506 MMB1600000013	1		

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION 2019 WASHINGTON ST E

CHARLESTON

WV

25305

US

Vendor Name, Address and Telephone Number: Republic Services dba Allied Waste Services of N.A.

PO Box 329

Lesage, WV 25537

Industrial Lane, Kyle Industrial Park

Huntington, WV 25702

304-525-1631

FOR INFORMATION CONTACT THE BUYER

Mark A Atkins (304) 558-2307

mark.a.atkins@wv.gov

Signature X Im Bossess

FEIN# 20-1838910

DATE 4-2

4-25-16

All offers subject to all terms and conditions contained in this solicitation

Page: 1

FORM ID: WV-PRC-CRFQ-001

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The West Virginia Purchasing Division, along with Department of Health and Human Resources (WVDHHR), Bureau for Behavioral Health and Health Facilities (BBHHF), Mildred Mitchell-Bateman Hospital (MMBH) is soliciting bids to establish a contract to provide containers, compactor and the disposal of trash and solid waste from Mildred Mitchell-Bateman Hospital which is located at 1530 Norway Avenue, Huntington WV 25705, per the attached documents.

SPECIAL NOTICE:

Delivery Orders issued under this contract awarded as a result of this solicitation may be funded in whole or part with Federal Funds. All bidders will be required to acknowledge and adhere to Attachment_1: Provisions Required for Federally Funded Procurements.

PROCUREMENT OFFICER - 304-525-7801		PROCUREMENT OFFICER - 304-525-7801	
HEALTH AND HUMAN RE	SOURCES	HEALTH AND HUMAN RESOURCES	
MILDRED MITCHELL - BA	TEMAN HOSPITAL	MILDRED MITCHELL-BATEMAN HOSPITA	L
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON WV	25705
US		us	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	DISPOSAL OF TRASH PER TON - FROM THE 30 CUBIC YARD	10.00000	TON		

Comm Code	Manufacturer	Specification	Model #	
76121500				

Extended Description:

SECTION 4.1.1

2 (30) CUBIC YARD CONTAINERS.

-PER TON TRASH DISPOSAL

			-
PROCUREMENT OFFICE	R - 304-525-7801	PROCUREMENT OFFICER - 304-525-7801	
HEALTH AND HUMAN RI	ESOURCES	HEALTH AND HUMAN RESOURCES	
MILDRED MITCHELL - BA	ATEMAN HOSPITAL	MILDRED MITCHELL-BATEMAN HOSPITAL	
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON WV 2570	5
us		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	HAUL CHARGES FOR EACH DELIVERY OF TRASH TO	48.00000	EA		

Comm Code	Manufacturer	Specification	Model #	
76121500				

Extended Description:

SECTION 4.1.1

2 (30) CUBIC YARD CONTAINERS.

24 HAUL CHARGES FOR EACH CONTAINER TO LANDFILL.

-WILL BE EMPTIED ON AN ON-CALL BASIS.

PROCUREMENT OFFICE	R - 304-525-7801	PROCUREMENT OFFICER	R - 304-525-7801
HEALTH AND HUMAN RE	SOURCES	HEALTH AND HUMAN RES	SOURCES
MILDRED MITCHELL - BA	TEMAN HOSPITAL	MILDRED MITCHELL-BATI	EMAN HOSPITAL
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON	WV 25705
us		us	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	MONTHLY RENTAL CHARGES FOR 2 (30) CUBIC YARD CONTAINERS	24.00000	МО		

Comm Code	Manufacturer	Specification	Model #	
76121500				

Extended Description:

SECTION 4.1.1 2 (30) CUBIC YARD CONTAINERS.

-12 MONTH RENTAL CHARGES FOR EACH CONTAINER.

A LOCAL DE LA CONTRACTION DE L			
PROCUREMENT OFFICER	R - 304-525-7801	PROCUREMENT OFFICER - 304-52	25-7801
HEALTH AND HUMAN RES	SOURCES	HEALTH AND HUMAN RESOURCE	s
MILDRED MITCHELL - BAT	TEMAN HOSPITAL	MILDRED MITCHELL-BATEMAN HO	DSPITAL
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON	WV 25705
us		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	RECYCLING CHARGES FOR HAULING CARDBOARD PER	2000.00000	LB		

Comm Code	Manufacturer	Specification	Model #	
76121500				

Extended Description:

SECTION 4.1.2 2 (8) CUBIC YARD CONTAINERS FOR CARBOARD RECYCLING.

-DISPOSAL/RECYCLING OF TRASH PER POUND

PROCUREMENT OFFICE	ER - 304-525-7801	PROCUREMENT OFFICER - 304-525	-7801
HEALTH AND HUMAN R	ESOURCES	HEALTH AND HUMAN RESOURCES	
MILDRED MITCHELL - B	ATEMAN HOSPITAL	MILDRED MITCHELL-BATEMAN HOS	SPITAL
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON	WV 25705
us		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	HAUL CHARGES FOR EACH DELIVERY TO RECYCLING	312.00000	EA		

Comm Code	Manufacturer	Specification	Model #	
76121500	·			

Extended Description:

- SECTION 4.1.2 2 (8) CUBIC YARD CONTAINERS FOR CARBOARD RECYCLING.
- -156 HAUL CHARGES FOR EACH RECYLE CONTAINER OF TRASH TO RECYCLING LOCATION.
- -MUST BE EMPTIED EVERY MONDAY, WEDNESDAY, FRIDAY

PROCUREMENT OFFICE	R - 304-525-7801	PROCUREMENT OFFICER - 304-5	25-7801
HEALTH AND HUMAN RE	SOURCES	HEALTH AND HUMAN RESOURCE	ES
MILDRED MITCHELL - BA	ATEMAN HOSPITAL	MILDRED MITCHELL-BATEMAN H	OSPITAL
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON	WV 25705
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	MONTHLY RENTAL CHARGES FOR (2) EIGHT CUBIC YARD	24.00000	МО		

Comm Code	Manufacturer	Specification	Model #	
76121500				
1				

Extended Description:

- SECTION 4.1.2 2 (8) CUBIC YARD CONTAINERS FOR CARBOARD RECYCLING.
- -12 MONTHS RENTAL CHARGES FOR EACH CONTAINER.

		ير المسلسلة الأراد المسلسلة	
PROCUREMENT OFFICER	PROCUREMENT OFFICER - 304-525-7801		304-525-7801
HEALTH AND HUMAN RES	OURCES	HEALTH AND HUMAN RESO	URCES
MILDRED MITCHELL - BAT	EMAN HOSPITAL	MILDRED MITCHELL-BATEM	IAN HOSPITAL
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON	WV 25705
us		us	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	DISPOSAL/RECYCLING OF TRASH PER TON	7.00000	TON		

Comm Code	Manufacturer	Specification	Model #	
76121500				•

Extended Description:

SECTION 4.1.3 1 (34) CUBIC YARD COMPACTOR.

-DISPOSAL/RECYCLING OF TRASH PER TON.

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PROCUREMENT OFFICE	R - 304-525-7801	PROCUREMENT OFFICER - 304-525-7801	
HEALTH AND HUMAN RE	SOURCES	HEALTH AND HUMAN RESOURCES	
MILDRED MITCHELL - BA	TEMAN HOSPITAL	MILDRED MITCHELL-BATEMAN HOSPITAL	
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON WV 28	5705
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	HAUL CHARGES FOR EACH DELIVERY OFTRASH TO LANDFILL	24.00000	EA		

Comm Code	Manufacturer	Specification	Model #	
76121500			•	

Extended Description:

SECTION 4.1.3 1 (34) CUBIC YARD COMPACTOR.

-24 HAUL CHARGES FOR DELIVERY OF TRASH TO LANDFILL.

-WILL BE EMPTIED EVERY OTHER MONDAY.

AUXIE TE LE			
PROCUREMENT OFFICER - 304-525-7801		PROCUREMENT OFFICER	R - 304-525-7801
HEALTH AND HUMAN RESO	URCES	HEALTH AND HUMAN RES	SOURCES
MILDRED MITCHELL - BATE	MAN HOSPITAL	MILDRED MITCHELL-BATE	EMAN HOSPITAL
1530 NORWAY AVE		1530 NORWAY AVE	
HUNTINGTON	WV25705	HUNTINGTON	WV 25705
us		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	MONTHLY RENTAL CHARGES FOR (1) 34-CUBIC YARD COMPACTOR	12.00000	МО		

Comm Code	Manufacturer	Specification	Model #	
76121500	•			·
1				

Extended Description:

SECTION 4.1.3

1 (34) CUBIC YARD COMPACTOR.

-12 MONTHS RENTAL CHARGES FOR COMPACTOR.

<u>Line</u> **Event Event Date** Technical Questions due by 4:00 pm EST 2016-04-13

	Document Phase	Document Description	Page 6
MMB1600000013	Final	OPEN-END CONTRACT FOR TRASH	of 6
		REFUSE CONTAINERS AND SERVICES	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions