



March 2, 2022

Longwood University
201 High Street
Farmville, VA 23901

RE: RFP#LU214-22-009

Dear Mrs. Cooper and Longwood Staff,

GFL County Waste is pleased to present our bid package for waste removal service to Longwood University. We have analyzed the RFP carefully and hope this package will allow you to come to a decision on our behalf. County Waste is equipped to begin this work if granted the award.

The package includes attachments:

- Written Narrative of Qualifications
- References
- Emergency Response Contact list
- Bid Rate Sheet {Back Page}
- Contact information (Resumes)
- Container & Equip. Photos
- Local site truck equip. list

Should you desire or require any clarification, please do not hesitate to contact me. Thank you for this opportunity, we look forward to reviewing this package with your team.

Sincerely,
BJ Leebrick

Account Manager
434-944-2232

LONGWOOD
UNIVERSITY

201 High Street
Farmville, Virginia 23909
tel: 434.395.2093
fax: 434.395.2246
trs: 711

February 22, 2022

ADDENDUM 1 TO ALL OFFERORS:

Reference Request for Proposals (RFP):
Commodity:
Dated:
For Delivery To:

LU214-22-009
Waste Management Services
February 11, 2022
Longwood University
Materiel Management & Purchasing
Farmville, Virginia 23909
February 22, 2022 2:00 p.m. Local Time
February 25, 2022 at 12:00 Noon Local Time
March 3, 2022 at 2:00 p.m. Local Time

Optional Pre-Proposal Conference (OPPC):
Questions Due Date:
Proposal Due Date:

This Addendum 1 is being issued to publish the OPPC On-Site Registry, Administrative Notes covered in the OPPC, make a correction to ATTACHMENT E, and provide equipment information requested.

1. Reference ATTACHMENT E, LONGWOOD UNIVERSITY WASTE CONTAINERS/COMPACTORS LOCATIONS, Page 1
25, Location Name Lancer Park Brown Commons: The Container Size is changed from 20 Cu Yd to 30 Cu Yd.
2. Can the University provide information on the 20 Yd Roll Off Compactor at Upchurch University Center (UUC) that offerors are to propose a purchase price for (i.e., manufacturer, model, age, specification sheet)?

RESPONSE: Attachment 1 to this Addendum 1 is the compactor specifications. The compactor was purchased as part of the construction of UUC, which opened on October 17, 2018.

All other general terms, conditions, and specifications shall remain the same.

Note: A signed acknowledgement of this addendum must be submitted with your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Very truly yours,



Deborah J. Cooper, CUPO, VEO
Interim Director of Materiel Management & Purchasing

GFL County Waste

Name of Firm

BOY Leebuck

Signature/Title

3-22-22

Date

Office of the Director of Materiel Management,
Central Stores, and Property Control



LONGWOOD UNIVERSITY

201 High Street
Farmville, Virginia 23909
tel: 434.395.2093
fax: 434.395.2246
trs: 711

February 25, 2022

ADDENDUM 2 TO ALL OFFERORS:

Reference Request for Proposals (RFP):	LU214-22-009
Commodity:	Waste Management Services
Dated:	February 11, 2022
For Delivery To:	Longwood University Materiel Management & Purchasing Farmville, Virginia 23909
Optional Pre-Proposal Conference (OPPC):	February 22, 2022 2:00 p.m. Local Time
Questions Due Date:	February 25, 2022 at 12:00 Noon Local Time
Proposal Due Date:	March 3, 2022 at 2:00 p.m. Local Time

This Addendum 2 is being issued to answer questions submitted by a potential offeror.

1. Since there was not a site tour due to the weather, can you send a photo of each compactor showing the loading hopper?

RESPONSE: Yes; see photos included with this Addendum 2 as follows:

- First and second pictures are Dorrill Dining Hall Compactor
- Third and fourth pictures are Upchurch University Center Compactor
- Fifth and sixth pictures are Vernon Street Compactor

2. What are the estimated hauls per month on the 30 Yd located at Longwood University Lumber Yard?

RESPONSE: The average hauls are only 1 time per month for lumber yard container unless Facilities or grounds has a project that may require an additional dump.

3. What are the estimated hauls per month on the 30 Yd located at University Warehouse?

RESPONSE: The average hauls are only 1 time unless they are cleaning something out at warehouse.

4. The bid notes Price Edward County Landfill invoices Longwood University for disposal fees. Does this apply to only the Compactors and Open-Tops? Does the hauler include disposal in the monthly fee for the front-load container services listed in Attachment E?

RESPONSE: All trash hauled to landfill including front loads, compactors and Roll off is invoice to the University by the county.

5. There is no pricing sheet included in the RFP for the services listed on Attachment E. I assume it is acceptable to insert a separate sheet with pricing?

RESPONSE: Yes.

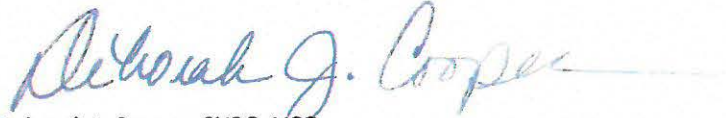
Office of the Director of Materiel Management,
Central Stores, and Property Control



All other general terms, conditions, and specifications shall remain the same.

Note: A signed acknowledgement of this addendum must be submitted with your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Very truly yours,



Deborah J. Cooper, CUPO, VEO
Interim Director of Materiel Management & Purchasing

BFL County Waste

Name of Firm

B. Leebrock Account manager

Signature/Title

3-2-22

Date

LONGWOOD UNIVERSITY

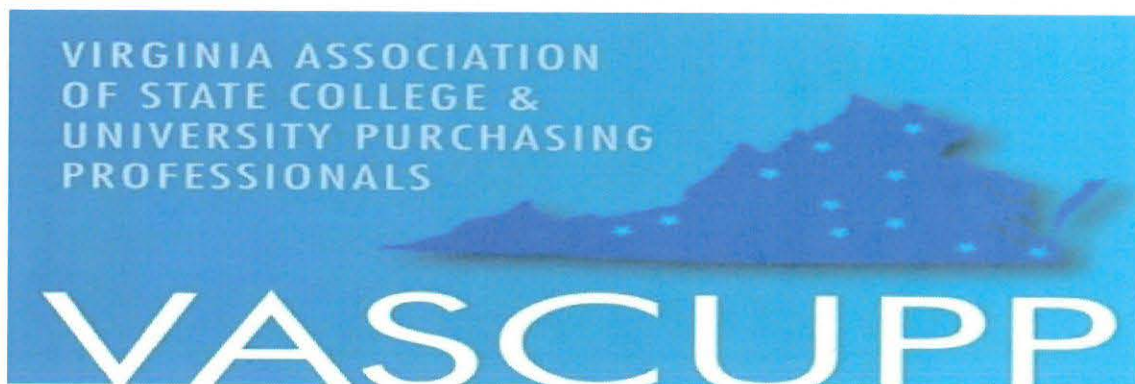


**MATERIEL MANAGEMENT & PURCHASING
201 HIGH STREET
LANCASTER HALL, ROOM 215B
FARMVILLE, VIRGINIA 23909**

**REQUEST FOR PROPOSALS
LU214-22-009**

WASTE MANAGEMENT SERVICES

FEBRUARY 11, 2022



LONGWOOD UNIVERSITY IS A PROUD MEMBER OF VASCUPP
This procurement is being conducted by Longwood University on behalf of all VASCUPP members.

REQUEST FOR PROPOSALS (RFP)

Issue Date: February 11, 2022
Title: Waste Management Services

RFP#LU214-22-009
Commodity Code: 95896

Issuing
Agency: COMMONWEALTH OF VIRGINIA
Longwood University
Materiel Management & Purchasing
201 High Street, Lancaster Hall, Room 215B
Farmville, Virginia 23909

OPTIONAL PRE-PROPOSAL CONFERENCE:
February 22, 2022 at 2:00 p.m.
Lancaster Hall, Room 223
Longwood University
Farmville, Virginia
Face masks are MANDATORY

Location Where Work Will Be Performed: Longwood University, Farmville, Virginia 23909

Initial Period Of Contract: The initial term of this contract is for three (3) year(s), or as negotiated beginning June 1, 2022. There will be an option for seven (7) one (1) year renewals, or as negotiated.

Sealed Proposals Will Be Received Until: March 3, 2022 at 2:00 p.m. Local Time For Furnishing The Goods/Services Described Herein. Proposals Will Be Date/Time Stamped Upon Receipt.

All Inquiries For Information Should Be Directed To: Deborah J. Cooper, Interim Director of Materiel Management & Purchasing, at fax (434) 395-2246 or email materielmanagement@longwood.edu using ATTACHMENT A – WRITTEN PRE-PROPOSAL QUESTION FORM. Questions are due by 12:00 noon on February 25, 2022.

PROPOSALS SHALL BE MAILED OR HAND DELIVERED DIRECTLY TO THE ISSUING AGENCY SHOWN ABOVE. Offeror must wear a face mask when hand delivering proposal. See notice about the use of express delivery services on Page | 2.

In Compliance With This Request For Proposals And To All The Conditions Imposed Therein And Hereby Incorporated By Reference, The Undersigned Offers And Agrees To Furnish The Services In Accordance With The Attached Signed Proposal Or As Mutually Agreed Upon By Subsequent Negotiation.

eVA Member: ☒ Yes ☐ No
eVA Vendor ID#: VS 0000201358

Check all that apply: Small Business ☐
Woman-Owned Business ☐
Minority-Owned Business ☐

Note: Offeror shall be a member of eVA on the date and time designated for receipt of proposals to be awarded this contract. See General Terms and Conditions X, for information on registration.

DSBSD Certificate Number 079746437
Certification Date 10/01/2015
Expiration Date 1/1/Current still

Name And Address Of Firm:

GFL County Waste
2410 Mayflower Dr
Lynchburg VA Zip Code 24502
E-mail: bleebnick@gflenv.com
Phone: (434) 944-2232
(Toll Free, if available)

Date: 3-2-22
By: BJ Leebnick
(Signature In Ink)
Name: BJ Leebnick
(Please Print or Type)
Title: Account Manager
Fax: () None
(Toll Free, if available)

USE OF EXPRESS DELIVERY SERVICES: If you use an express delivery service, you may be told Farmville, VA/Longwood University is a next day delivery location from your location; offeror must make sure the carrier guarantees delivery by 2:00 p.m.

OPTIONAL PRE-PROPOSAL CONFERENCE: An optional pre-proposal conference will be held on February 22, 2022 at 2:00 p.m. in Lancaster Hall, Room #223. Please bring a copy of the RFP with you to the conference. **Offerors in attendance at the conference will be required to wear a face mask.** A campus tour of container locations will follow the conference.

ADDENDUMS: Any changes resulting from the University's requirements will be issued in an addendum and will be posted on the eVA website, <http://www.eVA.virginia.gov> and the Longwood University Materiel Management & Purchasing website, <http://tkts.longwood.edu/ListRFP.aspx>. Click on View This RFP next to Proposal Number **LU214-22-009**. It is the sole responsibility of the Offeror to check these web pages for all changes to the RFP prior to submission. **Failure to sign and return addenda may cause your proposal to be scored lower.** Longwood University will not mail or fax these documents.

PARKING: Parking is difficult, please plan to arrive early. If Offeror requires ADA accommodations to deliver proposal, please contact the Materiel Management & Purchasing Office at (434) 395-2094 twenty-four (24) hours prior to solicitation closing.

If Longwood University is closed for any reason on the date/time specified for receipt of proposals, proposals will be due at the same time the next business day the University is open. Offerors should check the University's website at <http://www.longwood.edu> or call the main number at 1-434-395-2000 after 6:00 a.m., to see if the University is going to be open or if a delayed opening has been implemented.

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 other basis prohibited by state law relating to discrimination in employment.

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I. **PURPOSE:** The purpose of this Request for Proposal (RFP) is to solicit sealed proposals to establish a contract through competitive negotiation for the purchase of Waste Management Services for Longwood University (herein also referred to as “Longwood” or the “University”), an agency of the Commonwealth of Virginia.

II. **GOVERNING RULES:** This solicitation is issued in accordance with the provisions of:

- A. [Purchasing Manual for Institutions of Higher Education and their Vendors](#)
- B. [Governing Rules](#)
- C. [General Terms and Conditions](#)
- D. [Data Protection Addendum](#)

III. **BACKGROUND:**

A. **University Background:**

Longwood University is an institution of higher learning dedicated to the development of citizen leaders who are prepared to make positive contributions to the common good of society.

A comprehensive university with a strong liberal arts foundation, Longwood recently celebrated its 180th anniversary and is the third-oldest public university in Virginia, behind William & Mary and the University of Virginia. Longwood is part of the proud tradition of higher education in the Commonwealth of Virginia. Roughly one hour’s drive from Lynchburg, Charlottesville and Richmond, Longwood is located in the historic two-college community of Farmville, at a historic crossroads near where the Civil War drew to a close and powerful strides in the civil rights movement began. Today Longwood has more than 4,800 undergraduate and graduate students and more than 34,000 alumni. It maintains affiliations with the neighboring Roberta Russa Moton Museum of civil rights history and the Longwood Center for Visual Arts, one of just a few dozen nationally accredited university art museums. A member of the Big South Conference, Longwood competes at the NCAA Division I level

B. **Current Waste Services Background:**

Current service is for the equipment and waste removal/disposal as described in ATTACHMENT E. The current State approved sanitary landfill being used is Prince Edward County Landfill in Prospect, VA located approximately 8 miles from main campus. Contractor must provide the 30-yard, open-top, roll-off containers for student move-in and move-out events two (2) business days prior to the move-in/out event dates (click on this link <http://www.longwood.edu/academicaffairs/academic-calendar/> to view the current Academic Calendar). During August move-in and May move-out events, four (4) additional open top containers are staged for swap out in early morning hours to allow access to the containers prior to vehicle congestion in the area.

On an as-needed basis, contractor provides 30-yard, open top, roll-off containers for moving, clean-up, or construction projects. The University Contract Administrator notifies the Contractor when these containers need to be emptied.

Contractor services the 20-yard Roll Off Compactor at the Upchurch University Center, but it is owned by the University; see NOTE in Section X. PRICE PROPOSAL.

Contractor is required to submit copies of landfill/recycling tickets with each month's invoice, noting the container location on each ticket, for all refuse disposed/recycled.

Prince Edward County Landfill directly invoices Longwood University for all disposal fees.

- IV. STATEMENT OF NEEDS:** The contractor shall provide all labor, tools, equipment, materials, containers (i.e., compactors, open top roll offs and front load containers), pick-up and hauling services necessary for the complete and satisfactory performance of collection and hauling of solid waste and recyclables from all Longwood University on and off campus locations for disposal at a State approved sanitary landfill or any approved recycling facility.

A. GENERAL CONTAINER REQUIREMENTS, SERVICE AND MAINTENANCE:

1. All containers shall be suitable for immediate installation at existing locations without the need for modifications to the location and in excellent standing.
2. Equipment furnished and used by the Contractor to collect and remove waste shall at all times be clean and well maintained, both mechanically and in appearance.
3. All containers must be kept clean, odor-free and presentable at all times. The University Contract Administrator may request container(s) be refurbished or replaced, if they deem necessary.
4. All containers must be emptied completely during collections. The transfer of waste from containers to collection trucks shall be performed with a minimum of spillage and pollution of the atmosphere or surrounding areas. Contractor must pick up/clean up any spillage that occurs. The refuse collection truck shall be constructed so the refuse therein shall be well confined without any leakage, spillage or loss of refuse during transit.
5. Contractor must clean up all container areas to keep them free of debris and rubbish. The areas shall be left in a clean and sanitary condition with an empty container(s) replaced at their stations, if applicable, in a condition which will be safe and accessible to the users. Any bags of trash placed next to the containers, must be picked up.
6. Contractor must schedule front-load container pickups no later than 8:30 a.m. on the day(s) of pick up. Additional front-load container pickups and open-top containers (empty and returns) may be required at the residence halls on days other than scheduled pick-ups during move-in and move-out. Contractor must provide services for all containers beginning at 6:00 a.m. during move-in and move-out, due to alternate traffic patterns and congestion.

7. Contractor will be responsible for all damages to University property caused by the Contractor's equipment or employees to existing utilities and structures (i.e., water lines, electric conduits, sewer lines, buildings, asphalt, sidewalks, curbing and plantings). The University will make the necessary repairs and invoice the Contractor.
8. All vehicles must meet and comply with any and all applicable rules and regulations prescribed by Local, State and Federal governments. Vehicles may be subject to periodic inspection by the University.
9. If a pickup day falls on a Contractor's holiday or a University holiday/closing and the Contractor will not be making the scheduled pickup for that day, the Contractor must make the pickup on the first working day after the holiday/closing. Contractor must provide a copy of their schedule of observed holidays to the University Contract Administrator. A list of the University's holidays, winter closing and recognition days for 2022 is at ATTACHMENT F.
10. If the Contractor is unable to perform the work on the scheduled date, due to inclement weather or any other unavoidable condition, including without limitation heavy rain days or hurricane weather, the Contractor shall immediately notify the University Contract Administrator of the delay. Make-up collection shall be made within 24 hours or on a day agreeable with the University Contract Administrator.

B. FUTURE NEEDS:

It may be necessary to add or remove containers during the contract period or it may involve changes to current routes being used for collection of all waste. All changes in scope will be executed by written notice to the contractor, Contract Modification Agreement (CMA). For additional containers, the contractor shall furnish the type, number and size containers at each location required within thirty (30) days of receiving a written CMA. Where containers are no longer required, the contractor shall remove each container within thirty (30) days of receiving a written CMA. Longwood University will not be responsible for any container charges for the months remaining in the contract period after a container is removed.

C. SITE MODIFICATIONS FOR NEW CONTAINERS:

Longwood University will provide all site modifications necessary, such as concrete pads, to accommodate the installation of new containers provided by the Contractor for new waste collection locations requested by the University. The Contractor shall provide Longwood with all site modification requirements, to include but not limited to, drawings, sketches, plans and specifications.

D. MANAGEMENT REQUIREMENTS:

1. Contractor will ensure that all personnel meet the minimum qualifications, including licensing and experience requirements, as appropriate.
2. Contractor must have, implement and maintain a plan to ensure minimal disruption of services due to staff vacancies or changes.

3. Contractor will be solely responsible for the behavior and conduct of their employees or agents on University property and shall instruct personnel to fully cooperate with the University Contract Administrator.
4. Contractor agrees to remove any of his employees from servicing or providing services to Longwood, upon written request by the University Contract Administrator.

E. ADMINISTRATION:

1. The performance of work shall be monitored by the University Contract Administrator on an ongoing basis through desk monitoring, site inspection and/or other methods.
2. The Contractor may be asked to attend quarterly meetings upon request of the University Contract Administrator, who will notify the Contractor of the day and time of the meetings.
3. The Contractor shall immediately re-execute any work that fails to conform to the requirements of the contract. Should the Contractor fail to comply, the University reserves the right to engage the services of another company to perform the services to remedy the defect or failure and to deduct such costs from monies due to the Contractor or to directly assess the Contractor.

F. EMERGENCY SERVICE:

Contractor shall provide an emergency contact and phone number (no voice mail) the University can call to request pickups in case of an emergency (i.e., excess waste or pickup on an unscheduled day, including holidays and weekends).

Upon notification from the University Contract Administrator of an inoperable piece of Contractor equipment, the Contractor shall restore operation of the failed equipment within 24 hours (e.g., trash compactors). If the equipment is non-operational for more than 8 hours, the Contractor shall provide temporary dumpsters for use by the University at no additional charge. The location of the temporary dumpsters shall be in close proximity to the failed equipment or as directed by the University Contract Administrator.

G. COORDINATION WITH PRESENT CONTRACTOR:

Upon award of contract, the Contractor, if other than the present Contractor, shall coordinate the removal and replacement of the existing containers to maintain uninterrupted solid waste collection and hauling service to Longwood University. Costs incurred by the Contractor during the transition phase, if any, shall be borne by the Contractor.

V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS:

- A. **RFP Response:** In order to be considered for selection, offerors must submit a complete response to this RFP. One (1) original, identified as the **ORIGINAL**, five (5) hard

copies, identified has a **COPY**, and one (1) electronic copy in PDF format on a USB drive of each proposal must be submitted to the issuing agency. No other distribution of the proposal shall be made by the offeror.

B. Proposal Preparation:

1. Proposals shall be signed by an authorized representative of the offeror. All information requested should be submitted. Failure to submit all information requested may result in the purchasing agency requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by the purchasing agency. Mandatory requirements are those required by law or regulation or are such that they cannot be waived and are not subject to negotiation.
2. Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content.
3. Proposals should be organized in the order in which the requirements are presented in the RFP. All pages of the proposal should be numbered. Each paragraph in the proposal should reference the paragraph number of the corresponding section of the RFP. It is also helpful to cite the paragraph number, sub letter, and repeat the text of the requirement as it appears in the RFP. If a response covers more than one page, the paragraph number and sub letter should be repeated at the top of the next page. The proposal should contain a table of contents which cross-references the RFP requirements. Information which the offeror desires to present that does not fall within any of the requirements of the RFP should be inserted at an appropriate place or be attached at the end of the proposal and designated as additional material. Proposals that are not organized in this manner risk elimination from consideration if the evaluators are unable to find where the RFP requirements are specifically addressed.
4. As used in this RFP, the terms “must”, “shall”, “should” and “may” identify the criticality of requirements. “Must” and “shall” identify requirements whose absence will have a major negative impact on the suitability of the proposed solution. Items labeled as “should” or “may” are highly desirable, although their absence will not have a large impact and would be useful, but are not necessary. Depending on the overall response to the RFP, some individual “must” and “shall” items may not be fully satisfied, but it is the intent to satisfy most, if not all, “must” and “shall” requirements. The inability of an Offeror to satisfy a “must” or “shall” requirement does not automatically remove that Offeror from consideration; however, it may seriously affect the overall rating of the Offeror’s proposal.
5. Each copy of the proposal should be bound or contained in a single volume where practical. All documentation submitted with the proposal should be contained in that single volume.
6. Ownership of all data, materials, and documentation originated and prepared for the State pursuant to the RFP shall belong exclusively to the State and be subject

to public inspection in accordance with the *Virginia Freedom of Information Act*. Trade secrets or proprietary information submitted by an offeror shall not be subject to public disclosure under the *Virginia Freedom of Information Act*; however, the offeror must invoke the protections of § 2.2-4342F of the *Code of Virginia*, in writing, either before or at the time the data or other material is submitted. The written notice must specifically identify the data or materials to be protected and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. The classification of an entire proposal document, line item prices, and/or total proposal prices as proprietary or trade secrets is not acceptable and will result in rejection of the proposal.

- C. **Oral Presentation:** Offerors who submit a proposal in response to this RFP may be required to give an oral presentation of their proposal to the agency. This provides an opportunity for the offeror to clarify or elaborate on the proposal. This is a fact finding and explanation session only and does not include negotiation. The issuing agency will schedule the time and location of these presentations. Oral presentations are an option of the purchasing agency and may or may not be conducted.
- D. **SPECIFIC PROPOSAL INSTRUCTIONS:** Proposals should be as thorough and detailed as possible so that Longwood University may properly evaluate your capabilities to provide the required goods/services. Offerors are required to submit the following items as a complete proposal:
1. Return the RFP cover sheet and all addenda acknowledgments, if any, signed and filled out as required.
 2. Offeror Data Sheet, included as an attachment to the RFP, and other specific items or data requested in the RFP.
 3. State Corporation Commission Form, included as an attachment to the RFP.
 4. A written narrative statement to include:
 - a. Experience in providing the goods/services described herein.
 - b. Names, qualifications and experience of personnel to be assigned to the project.
 - c. Resumes of staff to be assigned to the project.
 5. Specific plans for providing the proposed goods/services including:
 - a. List of proposed equipment/goods/etc. including operating parameters, illustrations, etc.
 - b. What, when and how the service will be performed.

- c. Time frame for completion (if not otherwise specified by the agency in the statement of needs).
6. Price Proposed. Indicate in the pricing schedule, Section XI of the RFP, if provided.
7. Small Business Subcontracting Plan – Summarize the planned utilization of DSBSD-certified small businesses which include businesses owned by women and minorities, when they have received DSBSD small business certification, under the contract to be awarded as a result of this solicitation. This is a requirement for all prime contracts in excess of \$100,000 unless the solicitation has been set-aside for small businesses or no subcontracting opportunities exist.

VI. EVALUATION AND AWARD CRITERIA:

- A. **EVALUATION CRITERIA:** Proposals shall be evaluated by Longwood University using the following criteria:

<u>CRITERIA</u>	<u>POINT VALUE</u>
1. Specific plans or methodology to be used to perform the services	25
2. Experience and qualifications of personnel assigned to perform the services	25
3. Price Proposal	20
4. Small Business Subcontracting Plan	20
5. References from other clients	<u>10</u>
TOTAL	<u>100</u>

- B. **AWARD OF CONTRACT:** Selection shall be made of two or more offerors deemed to be fully qualified and best suited among those submitting proposals on the basis of the evaluation factors included in the Request for Proposals, including price, if so stated in the Request for Proposals. Negotiations shall be conducted with the offerors so selected. Price shall be considered, but need not be the sole determining factor. After negotiations have been conducted with each offeror so selected, the agency shall select the offeror which, in its opinion, has made the best proposal, and shall award the contract to that offeror. The Commonwealth may cancel this Request for Proposals or reject proposals at any time prior to an award, and is not required to furnish a statement of the reasons why a particular proposal was not deemed to be the most advantageous (*Code of Virginia*, § 2.2-4359D). Should the Commonwealth determine in writing and in its sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror. The award document will be a contract incorporating by reference all the requirements, terms and conditions of the solicitation and the Contractor's proposal as negotiated.

- VII. OPTIONAL PRE-PROPOSAL CONFERENCE:** An optional pre-proposal conference will be held on February 22, 2022 at 2:00 p.m. in Lancaster Hall, Room 223. The purpose of this conference is to allow potential offerors an opportunity to present questions and obtain clarification relative to any facet of this solicitation.

While attendance at this conference will not be a prerequisite to submitting a proposal, offerors who intend to submit a proposal are encouraged to attend. Bring a copy of the solicitation with you. Any changes resulting from this conference will be issued in a written addendum to the solicitation.

Bring a copy of the solicitation with you. Any changes resulting from this conference will be issued in a written addendum to the solicitation, if necessary.

VIII. SPECIAL TERMS AND CONDITIONS

1. **AUDIT:** The Contractor shall retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the Commonwealth of Virginia, whichever is sooner. The agency, its authorized agents, and/or state auditors shall have full access to and the right to examine any of said materials during said period.
2. **CANCELLATION OF CONTRACT:** The purchasing agency reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the Contractor. In the event the initial contract period is for more than 12 months, the resulting contract may also be terminated by the Contractor, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.
3. **eVA ORDERS AND CONTRACTS:** The solicitation/contract will result in multiple purchase orders with the applicable eVA transaction fee assessed for each order.

Vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution and agree to comply with the following: If this solicitation is for a term contract, failure to provide an electronic catalog (price list) or index page catalog for items awarded will be just cause for the Commonwealth to reject your bid/offer or terminate this contract for default. The format of this electronic catalog shall conform to the eVA Catalog Interchange Format (CIF) Specification that can be accessed and downloaded from www.eVA.virginia.gov. Contractors should email Catalog or Index Page information to eVA-catalog-manager@dgs.virginia.gov.

4. **RENEWAL OF CONTRACT:** This contract may be renewed by the Commonwealth for seven (7) optional successive one (1) year periods under the terms and conditions of the original contract except as stated in 1. and 2. below. Price increases may be negotiated only at the time of renewal. Written notice of the Commonwealth's intention to renew shall be given approximately 90 days prior to the expiration date of each contract period.
 1. If the Commonwealth elects to exercise the option to renew the contract for an additional one-year period, the contract price(s) for the additional one year shall not exceed the contract price(s) of the original contract increased/decreased by

more than the percentage increase/decrease of the Other Services category of the CPI-U section of the Consumer Price Index of the United States Bureau of Labor Statistics for the latest twelve months for which statistics are available.

2. If during any subsequent renewal periods, the Commonwealth elects to exercise the option to renew the contract, the contract price(s) for the subsequent renewal period shall not exceed the contract price(s) of the previous renewal period increased/decreased by more than the percentage increase/decrease of the Other Services category of the CPI-U section of the Consumer Price Index of the United States Bureau of Labor Statistics for the latest twelve months for which statistics are available.

5. **CONTRACT PARTICIPATION:** Under the authority of §6 of the Rules Governing Procurement of Goods, Services, Insurance and Construction by a Public Institution of Higher Education of the Commonwealth of Virginia (copy available at <http://www.longwood.edu/materielmanagement>), Cooperative Procurement, it is the intent of this solicitation and resulting contract to allow for cooperative procurement. Accordingly, any public body, public or private health or educational institutions, or affiliated corporations may access any resulting contract if authorized by the Contractor.

Participation in this cooperative procurement is strictly voluntary. If authorized by the Contractor, the resultant contract may be extended to the entities indicated above to purchase at contract prices in accordance with the contract terms. The Contractor shall notify Longwood University in writing of any such entities accessing the contract. No modification of this contract or execution of a separate contract is required to participate. The Contractor will provide semi-annual usage reports for all entities accessing the Contract. Participating entities shall place their own orders directly with the Contractor and shall fully and independently administer their use of the contract to include contractual disputes, invoicing and payments without direct administration from Longwood University. Longwood University shall not be held liable for any costs or damages incurred by any other participating entity as a result of any authorization by the Contractor to extend the contract. It is understood and agreed that Longwood University is not responsible for the acts or omissions of any entity, and will not be considered in default of the contract no matter the circumstances. Use of this contract does not preclude any participating entity from using other contracts or competitive processes as the need may be.

6. **PROPOSAL ACCEPTANCE PERIOD:** Any proposal in response to this solicitation shall be valid for (90) days. At the end of the 90 days the proposal may be withdrawn at the written request of the offeror. If the proposal is not withdrawn at that time it remains in effect until an award is made or the solicitation is canceled.

7. **IDENTIFICATION OF PROPOSAL ENVELOPE:** If a special envelope is not furnished, or if return in the special envelope is not possible, the signed proposal should be returned in a separate envelope or package, sealed and identified as follows:

From: GFL County Waste 3-3-22 2pm
Name of Offeror Due Date Time

2410 Mayflower Dr RFP#LU214-22-009
Street or Box number RFP No.

Lynchburg, VA 24501 Waste Management Services
City, State, Zip Code RFP Title

DSBSD-certified Micro Business or Small Business No. Dunn # DB0042817
We are not small business certified
Name of Contract/Purchase Officer or Buyer Deborah J. Cooper

8. **INSPECTION OF JOB SITE:** My signature on this solicitation constitutes certification that I have inspected the job site and am aware of the conditions under which the work must be accomplished. Claims, as a result of failure to inspect the job site, will not be considered by the Commonwealth.

9. **SUBMISSION OF SMALL BUSINESS SUBCONTRACTING PLAN, EVIDENCE OF COMPLIANCE WITH SMALL BUSINESS SUBCONTRACTING PLAN, AND SUBCONTRACTOR REPORTING:**

A. Submission of Small Business Subcontracting Plan: It is the statewide goal of the Commonwealth that 42% of its purchases be made from small businesses certified by DSBSD. This includes discretionary spending in prime contracts and subcontracts. All bidders/offerors are required to submit a Small Business Subcontracting Plan. The Contractor is encouraged to offer such subcontracting opportunities to DSBSD-certified small businesses. This shall include DSBSD-certified women-owned and minority-owned businesses and businesses with DSBSD service disabled veteran-owned status when they have also received DSBSD small business certification. Where it is not practicable for any portion of the goods/services to be subcontracted to other suppliers, the bidder/offeror shall note such on the Small Business Subcontracting Plan. No bidder/offeror or subcontractor shall be considered a small business unless certified as such by the Department of Small Business and Supplier Diversity (DSBSD) by the due date for receipt of bids or proposals.

B. Evidence of Compliance with Small Business Subcontracting Plan: Each prime Contractor who wins an award in which provision of a small business subcontracting plan is a condition of the award, shall deliver to the contracting agency or institution monthly reports substantiating compliance in accordance with the small business subcontracting plan. If a variance exists, the Contractor shall provide a written explanation. A subcontractor shall be considered a Small Business for purposes of a contract if and only if the subcontractor holds a certification as such by the DSBSD. Payment(s) may be withheld until the purchasing agency confirms that the Contractor has certified compliance with the Contractor's submitted Small Business Subcontracting Plan or is in receipt of a

written explanation of the variance. The agency or institution reserves the right to pursue other appropriate remedies for non-compliance to include, but not be limited to, termination for default.

C. Prime Contractor Subcontractor Reporting:

1. Each prime Contractor who wins an award greater than \$100,000, shall deliver to the contracting agency or institution on a monthly basis, all applicable information for each subcontractor listed on the Small Business Subcontracting Plan that are DSBSD-certified businesses or Employment Services Organizations (ESOs). The contractor shall furnish the applicable information to the purchasing office via the Subcontractor Payment Reporting tool accessible within the contractor's eVA account.
2. In addition each prime contractor who wins an award greater than \$200,000 shall deliver to the contracting agency or institution on a monthly basis, all applicable information on use of subcontractors that are **not** DSBSD-certified businesses or Employment Services Organizations. The contractor shall furnish the all applicable information to the purchasing office via the Subcontractor Payment Reporting tool accessible within the contractor's eVA account.

10. **PREPROPOSAL CONFERENCE - OPTIONAL:** An optional preproposal conference will be held at 2:00 p.m. on February 22, 2022 in Lancaster Hall, Room 223. **Offerors in attendance at the conference will be required to wear a face mask.** The purpose of this conference is to allow potential offerors an opportunity to present questions and obtain clarification relative to any facet of this solicitation.

While attendance at this conference will not be a prerequisite to submitting a proposal, offerors who intend to submit a proposal are encouraged to attend. Bring a copy of the solicitation with you. Any changes resulting from this conference will be issued in a written addendum to the solicitation.

11. **PRICE ESCALATION/DE-ESCALATION:** Price adjustments under this contract may be permitted only for changes in the Contractor's cost of dumping refuse, not to exceed the increase in the landfill fees by the landfill operator. No price increases will be authorized for 365 calendar days after the effective date of the contract. Price escalation may be permitted upon written request and only where verified to the satisfaction of the University. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to the University.

Contractor shall give not less than 30 days advance notice of any price increase to the University's Contract Administrator. Any approved price changes will be effective only at the beginning of the calendar month following the end of the full 30-day notification period. The Contractor's request shall document the amount and proposed effective date of any change in the contract price for landfill fees. Documentation shall be supplied with the Contractor's request for increase and shall verify that the requested price increase is based on the new landfill fees.

The Purchasing Office will notify the Contractor in writing of the effective date of any increase which it approves. However, the Contractor shall fill all purchase orders received prior to the effective date of the price adjustment at the old contract prices. The Contractor is further advised that decreases which affect the cost of materials are required to be communicated immediately to the University's Contract Administrator.

12. **PRIME CONTRACTOR RESPONSIBILITIES:** The contractor shall be responsible for completely supervising and directing the work under this contract and all subcontractors that he may utilize, using his best skill and attention. Subcontractors who perform work under this contract shall be responsible to the prime contractor. The contractor agrees that he is as fully responsible for the acts and omissions of his subcontractors and of persons employed by them as he is for the acts and omissions of his own employees.
13. **REFERENCES:** Offerors shall provide a list of at least 3 references where similar goods and/or services have been provided. Each reference shall include the name of the organization, the complete mailing address, the name of the contact person, telephone number and email address. An Offeror Data Sheet has been included as an attachment to this RFP for providing this information.
14. **SUBCONTRACTS:** No portion of the work shall be subcontracted without prior written consent of the purchasing agency. In the event that the contractor desires to subcontract some part of the work specified herein, the contractor shall furnish the purchasing agency the names, qualifications and experience of their proposed subcontractors. The contractor shall, however, remain fully liable and responsible for the work to be done by its subcontractor(s) and shall assure compliance with all requirements of the contract.
15. **WORK SITE DAMAGES:** Any damage to existing utilities, equipment or finished surfaces resulting from the performance of this contract shall be repaired to the Commonwealth's satisfaction at the contractor's expense.
16. **CONTINUITY OF SERVICES:**
 - a.) The Contractor recognizes that the services under this contract are vital to the Agency and must be continued without interruption and that, upon contract expiration, a successor, either the Agency or another contractor, may continue them. The Contractor agrees:
 - (i) To exercise its best efforts and cooperation to effect an orderly and efficient transition to a successor;
 - (ii) To make all Agency owned facilities, equipment, and data available to any successor at an appropriate time prior to the expiration of the contract to facilitate transition to successor; and
 - (iii) That the Agency Contracting Officer shall have final authority to resolve disputes related to the transition of the contract from the Contractor to its successor.
 - b.) The Contractor shall, upon written notice from the Contract Officer, furnish phase-in/phase-out services for up to ninety (90) days after this contract expires and shall negotiate in good faith a plan with the successor to execute the phase-

in/phase-out services. This plan shall be subject to the Contract Officer's approval.

- c.) The Contractor shall be reimbursed for all reasonable, pre-approved phase-in/phase-out costs (i.e., costs incurred within the agreed period after contract expiration that result from phase-in, phase-out operations) and a fee (profit) not to exceed a pro rata portion of the fee (profit) under this contract. All phase-in/phase-out work fees must be approved by the Contract Officer in writing prior to commencement of said work.

17. **STATE CORPORATION COMMISSION IDENTIFICATION NUMBER:**

Pursuant to Code of Virginia, §2.2-4311.2 subsection B, a bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 is required to include in its bid or proposal the identification number issued to it by the State Corporation Commission (SCC). Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law is required to include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized. Indicate the above information on the SCC Form provided as an attachment to this RFP. Contractor agrees that the process by which compliance with Titles 13.1 and 50 is checked during the solicitation stage (including without limitation the SCC Form provided) is streamlined and not definitive, and the Commonwealth's use and acceptance of such form, or its acceptance of Contractor's statement describing why the bidder or offeror was not legally required to be authorized to transact business in the Commonwealth, shall not be conclusive of the issue and shall not be relied upon by the Contractor as demonstrating compliance.

18. **E-VERIFY PROGRAM:** EFFECTIVE 12/1/13. Pursuant to *Code of Virginia*, §2.2-4308.2., any employer with more than an average of 50 employees for the previous 12 months entering into a contract in excess of \$50,000 with any agency of the Commonwealth to perform work or provide services pursuant to such contract shall register and participate in the E-Verify program to verify information and work authorization of its newly hired employees performing work pursuant to such public contract. Any such employer who fails to comply with these provisions shall be debarred from contracting with any agency of the Commonwealth for a period up to one year. Such debarment shall cease upon the employer's registration and participation in the E-Verify program. If requested, the employer shall present a copy of their Maintain Company page from E-Verify to prove that they are enrolled in E-Verify.

19. **FEDERALLY IMPOSED TARIFFS:** In the event that the President of the United States, the United States Congress, Customs and Border Protection, or any other federal entity authorized by law, imposes an import duty or tariff (a "tariff"), on an imported good that results in an increase in contractor's costs to a level that renders performance under the Agreement impracticable, the Commonwealth may agree to an increase to the purchase price for the affected good. No increase in purchase price may exceed 25% of the additional tariff imposed on the goods imported or purchased by the contractor that are provided to the Commonwealth under this Agreement.

Prior to the Commonwealth agreeing to a price increase pursuant to this Section, the contractor must provide to the Commonwealth, the following documentation, all of which must be satisfactory to the Commonwealth:

- evidence demonstrating: (i) the unit price paid by contractor as of the date of award for the good or raw material used to furnish the goods to the Commonwealth under this Agreement, (ii) the applicability of the tariff to the specific good or raw material, and (iii) contractor's payment of the increased import duty or tariff (either directly or through an increase to the cost paid for the good or raw material). The evidence submitted shall be sufficient in detail and content to allow the Commonwealth to verify that the tariff is the cause of the price change.

- a certification signed by contractor that it has made all reasonable efforts to obtain the good or the raw materials comprising the good procured by the Commonwealth at a lower cost from a different source located outside of the country against which the tariff has been imposed.

- a certification signed by contractor that the documentation, statements, and any other evidence it submits in support of its request for a price increase under this Section are true and correct, and that the contractor would otherwise be unable to perform under this Agreement without such price increase.

- as requested by the Commonwealth, written instructions authorizing the Commonwealth to request additional documentation from individuals or entities that provide the good or the raw materials to verify the information submitted by contractor.

If the Commonwealth agrees to a price increase pursuant to this Section, the parties further agree to add the following terms to this Agreement:

- During the Term and for five (5) years after the termination of this Agreement, contractor shall retain, and the Commonwealth and its authorized representatives shall have the right to audit, examine, and make copies of, all of contractor's books, accounts, and other records related to this Agreement and contractor's costs for providing goods to the Commonwealth, including, but not limited to those kept by the contractor's agents, assigns, successors, and subcontractors.

- Notwithstanding anything to the contrary in this Agreement, the Commonwealth shall have the right to terminate this Agreement for the Commonwealth's convenience upon 15 days' written notice to contractor.

In the event the import duty or tariff is repealed or reduced prior to termination of this Agreement, the increase in the Commonwealth's contract price shall be reduced by the same amount and adjusted accordingly.

- Any material misrepresentation of fact by contractor relating in any way to the Commonwealth's payment of additional sums due to tariffs shall be fraud against the taxpayer's of the Commonwealth and subject contractor to treble damages pursuant to the Virginia Fraud Against Taxpayers Act.

- IX. METHOD OF PAYMENT:** Contractor shall submit invoices against work completed as determined by the negotiations and agreement of both parties. Invoices shall be submitted to:

Longwood University
Facilities Management
201 High Street, Bristow 219A
Farmville, Virginia 23909

- X. PRICE PROPOSAL:** The Offeror agrees to provide services in compliance with the GOVERNING RULES, STATEMENT OF NEEDS and SPEICAL TERMS AND CONDITIONS contained herein. The Offeror shall submit a complete and detailed price proposal for providing the goods/services specified in the STATEMENT OF NEEDS.

NOTE: The University owns the 20 yard Roll Off Compactor located at Upchurch University Center. Offeror is requested to include in their price proposal a price to purchase the compactor. The compactor would stay in its current location and otherwise be covered under this contract.

- XI. ATTACHMENTS:**

A – WRITTEN PRE-PROPOSAL QUESTION FORM

B – SMALL BUSINESS SUBCONTRACTING PLAN

C – OFFEROR DATA SHEET

D – STATE CORPORATION COMMISSION FORM

E – LONGWOOD UNIVERSITY WASTE CONTAINERS/COMPACTORS LOCATIONS

F – HOLIDAY, WINTER CLOSING AND RECOGNITION DAY SCHEDULE FOR 2022

G – VASCUPP ZONE MAP

ATTACHMENT A – WRITTEN PRE-PROPOSAL QUESTION FORM

Project: Waste Management Services
Longwood University
Farmville, Virginia 23909

Attention: Deborah J. Cooper, CUPO, VCO
Interim Director of Materiel Management & Purchasing
Lancaster Hall, Room 215B
Longwood University
Farmville, Virginia 23909
Fax: 434-395-2246 | Email: materielmanagement@longwood.edu

The following questions are against RFP#LU214-22-009

Section, Page, Paragraph, Line(s)

Question

Emailed Questions to materielmanagement@longwood.edu
on 2-25-22

All questions shall be received by **12:00 Noon, February 25, 2022**. All responses to questions will be made by addendum.

Question(s) submitted by:

BJ Leebrick
Name

Gfc County Waste
Company

Email Address: bleebrick@gflenv.com

Phone # 434-944-2232

Fax # —

ATTACHMENT B – SMALL BUSINESS SUBCONTRACTING PLAN

Definitions

Small Business: “Small Business” means an independently owned and operated business which, together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. Note: This shall not exclude DMBE-certified women- and minority-owned businesses when they have received DMBE small business certification.

Women-Owned Business: Women-owned business means a business concern that is at least 51% owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, 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 citizens of the United States or non-citizens who are in full compliance with United States immigration law, and both the management and daily business operations are controlled by one or more women who are citizens of the United States or non-citizens who are in full compliance with the United States immigration law.

Minority-Owned Business: Minority-owned business means a business concern that is at least 51% owned by one or more minority individuals 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 and both the management and daily business operations are controlled by one or more minority individuals.

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 www.dmbc.virginia.gov (Customer Service).

Offeror's Name: GFL County Waste

Preparer Name: BJ Leebvick Date: 3-2-22

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 DMBE-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 bidder to receive credit for the small business subcontracting plan evaluation criteria, the bidder shall identify the portions of the contract that will be subcontracted to DSBSD-certified small business in this section. Points will be assigned based on each bidder's proposed subcontracting expenditures with DSBSD certified small businesses for the initial contract period as indicated in Section B in relation to the bidder's total price.

Section A

If your firm is certified by the Department of Small Business and Supplier Diversity (DSBSD), are you certified as a (**check only one below**):

W/A Small Business Certification Number: _____
N/A Small and Women-owned Business
W/A Small and Minority-owned Business Certification Date: _____

Section B

Populate the table below to show your firm's 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 when they 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 Certificate #	Status if Small Business is also: Women (W) Minority (M)	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
GFL is not Certified small business					
Totals \$					

ATTACHMENT C – OFFEROR DATA SHEET (TO BE COMPLETED BY THE OFFEROR)

- A. **Qualification of Offeror:** The Offeror must have the capability and capacity in all respects to fully satisfy all of the contractual requirements. Indicate below the length of time you have been in business providing the services required herein.

15 Year(s) _____ Month(s)

- B. **References:** List three (3) references (preferably colleges or universities, if available) for whom you have provided this type of service. Include the dates of service and the name, phone number and email address of the person Longwood University has your permission to contact.

1. Liberty University Dianne Hogan (Catalog Mgr)
Company/Name of Contact Person
1971 University Blvd. Lynchburg, VA 24515
Address
434-592-3629 2014 to Current
Phone Number Date(s) of Service
dthogan@liberty.edu
Email Address
2. Hampden Sydney College DAVID Giles/William Gillen
Company/Name of Contact Person
172 VIA SACRA Dr. Farmville, VA 23901
Address
434-223-6217 MAY 2021 to Current
Phone Number Date(s) of Service
dgiles@hsc.edu or wgillen@hsv.edu
Email Address
3. Virginia Commonwealth University Sylvia Britt
Company/Name of Contact Person
700 W. Grace St. Richmond VA. 23219
Address
804-827-1482 June 2012 to Present
Phone Number Date(s) of Service
sjbritt@vcu.edu
Email Address

ATTACHMENT D - STATE CORPORATION COMMISSION FORM

Virginia State Corporation Commission (SCC) registration information. The offeror:

☐ is a corporation or other business entity with the following SCC identification number: S5253150

-OR-

☐ is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**

☐ is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the offeror in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from offeror's out-of-state location) **-OR-**

☐ is an out-of-state business entity that is including with this proposal an opinion of legal counsel which accurately and completely discloses the undersigned offeror's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

****NOTE**** >> Check the following box if you have not completed any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for proposals (the Commonwealth reserves the right to determine in its sole discretion whether to allow such waiver): ☐

ATTACHMENT E - LONGWOOD UNIVERSITY WASTE CONTAINERS/COMPACTORS LOCATIONS

Location Name	Address	Quantity	Container Size	Frequency
Bedford Hall	Race Street	1	8 Cu Yd	On Call Service
Communication Studies Theater/ Wood Shop	Race Street	1	2 Cu Yd	On Call Service
Vernon Street Warehouse	399 Vernon Street	1	40 Cu Yd Waste Compactor Three Phase Electric	Tuesdays - Fridays
Dorrill Dining Hall	East Madison Street	1	20 Yd Roll Off Compactor Single Phase	Tuesdays - Fridays
Upchurch University Center	West Madison Street	1	20 Yd Roll Off Compactor*	Tuesday
Lancer Park Pod Market	902 Clubhouse Circle	1	8 Cu Yd	Tuesdays - Fridays
Lancer Park Apartments	899 Healy Street	3	8 Cu Yd	Tuesdays - Fridays
Lancer Park Brown Commons	899 Healy Street	2	20 Cu Yd	Tuesdays - Fridays
Longwood Village Apartments	100-107 Lancer Circle	1	8 Cu Yd	Tuesdays - Fridays
Longwood University Lumber Yard	213 4 th Street	1	30 Cu Yd	On Call Service
Midtown Properties	North Main Street	6 (waste)	8 Cu Yd	Tuesdays - Fridays
		1 (recycle)	8 Cu Yd	1 Lift Per Week
Longwood University Warehouse	3565 West 3 rd Street	1	30 Cu Yd	On Call Service
		2	2 Cu Yd	On Call Service
Longwood University Student Move In	Various Location	7-14	30 Cu Yd	August
Longwood University Student Move Out	Various Locations	7	30 Cu Yd	December
Longwood University Student Move Out	Various Locations	7-14	30 Cu Yd	May

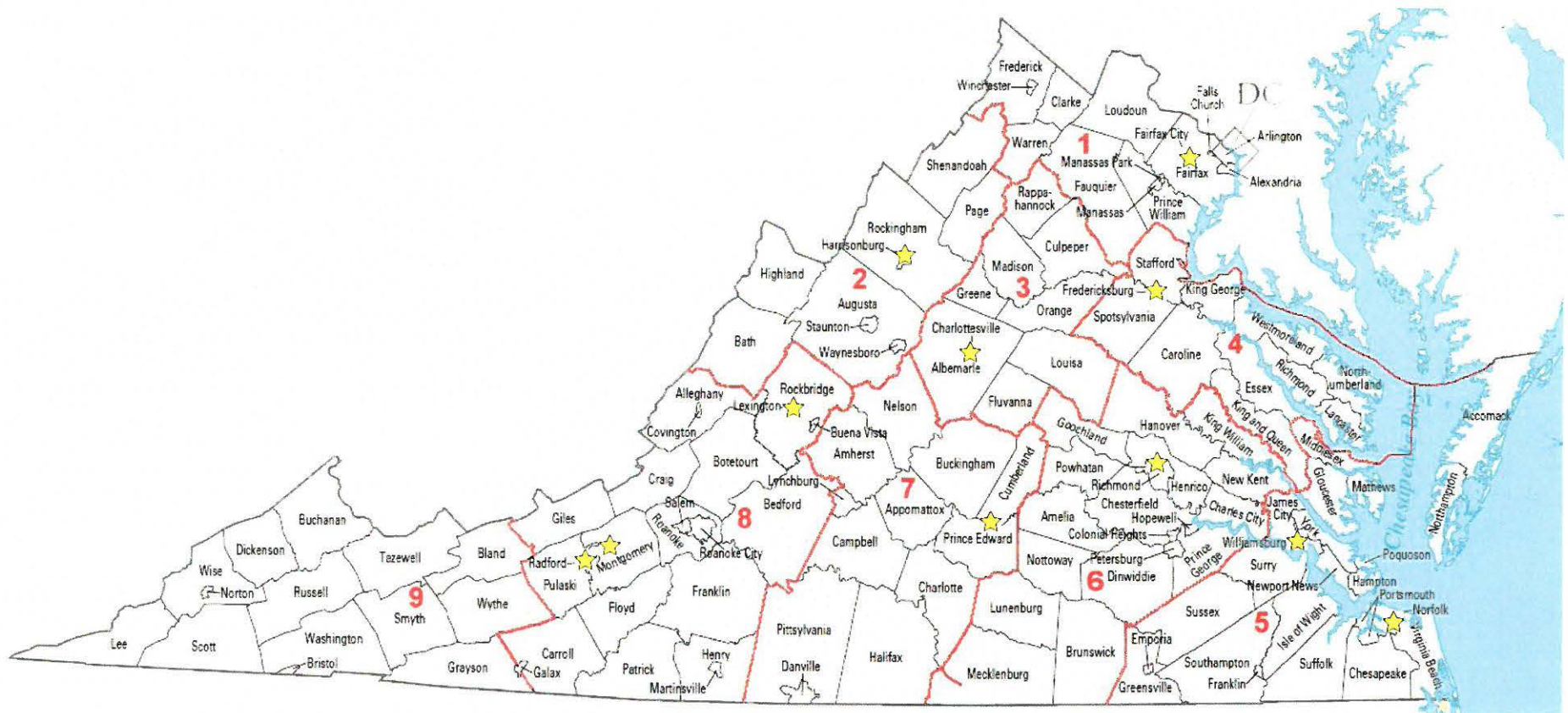
*University owns compactor.

Longwood University

2022 Holiday, Winter Closing, and Recognition Day Schedule

The following days are Official University holidays for 2022. The awarded Recognition Days are also noted below. The University will be closed on all of these days.

Friday, December 31, 2021	New Year's Day (observed)
Monday, January 17	MLK Day
Monday, March 7	Spring Break
Friday, May 27	Recognition Day
Monday, May 30	Memorial Day
Monday, June 20	Juneteenth (observed)
Friday, July 1	Recognition Day
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Friday, October 7	Recognition Day
Wednesday, November 23	Day before Thanksgiving
Thursday, November 24	Thanksgiving Day
Friday, November 25	Day after Thanksgiving
Monday, December 19	Winter Break
Tuesday, December 20	Winter Break
Wednesday, December 21	Winter Break
Thursday, December 22	Winter Break
Friday, December 23	Additional Holiday Time
Monday, December 26	Christmas (observed)
Tuesday, December 27	Winter Break
Wednesday, December 28	Winter Break
Thursday, December 29	Winter Break
Friday, December 30	Winter Break



Virginia Association of State College & University Purchasing Professionals (VASCUPP)

List of member institutions by zones

Zone 1

George Mason University (Fairfax)

Zone 4

University of Mary Washington (Fredericksburg)

Zone 7

Longwood University (Farmville)

Zone 2

James Madison University (Harrisonburg)

Zone 5

College of William and Mary (Williamsburg)
Old Dominion University (Norfolk)

Zone 8

Virginia Military Institute (Lexington)
Virginia Tech (Blacksburg)
Radford University (Radford)

Zone 3

University of Virginia (Charlottesville)

Zone 6

Virginia Commonwealth University (Richmond)

Zone 9



Longwood University

RFPLU214-22-009

Attachments & Additional Information

- *Emergency Response Contacts
- *Written Narrative Statement
- *Resumes
- *Equipment Examples and Photos
- *Truck Equipment List
- *PRICE / BID-RATE SHEET

F.

GFL County Waste

Proudly Serving All of Virginia

2410 Mayflower Drive

Lynchburg, VA. 24501

434-528-5540 (office)

EMERGENCY RESPONSE | CONTACT INFORMATION

Nick Beasley

Operations Manager

434-665-2988 (Cell)

540-739-7509 (Office)

nbeasley@gflenv.com

Delbert Beasley

General Manager

434-665-5998 (Cell)

540-992-6000 (Office)

dbeasley@gflenv.com

BJ Leebrick

Account Manager

434-944-2232 (Cell)

434-528-5540 (Office)

bleebrick@gflenv.com

Donnie Mason

Dispatcher

540-739-7509 (Office)

434-528-5540 (2nd Office number)

donniemason@gflenv.com

Page 10. #4: A written narrative statement



a. and b. Experience and Qualifications

GFL County Waste offers solid waste management services, including collection, transportation, transfer, recycling, and disposal of non-hazardous solid waste for municipal, residential, commercial, and industrial customers throughout North America. GFL's approach to environmental solutions and attention to customer care allows us to meet any waste management challenge.

Our strength lies in the diversity of our services. Our one-stop shop offers customers an extensive range of customizable, integrated environmental solutions, all supplied by one efficient company which can save time, effort, and money by eliminating the need for additional service providers.

Our diverse services are backed by the highest quality resources, from state-of-the-art specialty equipment to a knowledgeable and highly trained workforce.

GFL is investing in our planet's future. GFL is acutely aware that recycling is critical to the future of our planet to reduce the amount of garbage disposed of in landfills and ensure that scarce resources are recovered and reused. As such, it forms an integral part of our commitment to protecting the environment and supporting our customers sustainability goals. GFL owns and manages over 20 Materials Recovery Facilities across North America that use a range of state-of-the-art technologies to sort and prepare recyclable material to resale and reuse.

GFL owns and operate a broad network of 45 specially designed non-hazardous solid waste landfills. GFL's modern landfill management systems work to protect soil and groundwater from impacts while limiting the release of landfill green gas emissions.

GFL County Waste fully understands the complete scope of this work and will provide all necessary resources to complete the work in a timely and efficient manner.

The General Manager, Operations Manager and Account Manager in the Lynchburg office will be directly responsible for all aspects of this contract and will be fully supported by the Senior Management Staff who has many years of combined solid waste and recycling experience.

c. Resumes are presented for 3 managers handling the Longwood account.

BJ Leebrick- Account Manager

Nick Beasley – Operations Manager

Delbert Beasley – General Manager

BJ LEEBRICK

434-944-2232 | 2410 Mayflower Dr. Lynchburg, VA | bleebrick@gflenv.com

Profile

Client-driven, quality-focused sales professional with over 34 years of experience and a track record of top performance in business development. Relationship-builder who is valued by customers for consistent follow-through and professional integrity. Skilled at assessing customer needs and providing effective solutions.

Professional Experience

Account Manager

2015- Present

GFL County Waste

Selling commercial waste removal services, and account management. Responsible for prospecting, cold calling, and research of new business opportunities. Implement ideas and strategies to increase sales and maintain existing accounts.

Maintain and manage my book of business

Preparing bids, weekly call reports, gather contract dates and input client information into the system

Interacting with customers and business associates daily

Support and respond to all customer retention activities and concerns

Create customized solutions for new and existing clients through learned training and experiences

Beasley Disposal Inc.

2008 - 2015

VP Operations/Sales Manger

Managed the day-to-day operations of the business. Responsible for employee schedules.

Responsible to payroll, Responsible for Accounts Payables. Responsible for Invoicing Customers.

Oversee sales and client relationships.

Ensued compliance of DOT, OHSA, State and Federal regulations

BFI Waste Systems

Sales Representative

1998-2015

Responsible for new customer sales, prospecting, renewing existing customers, internal growth of existing customers and overall net growth of an assigned area. This position was responsible for generating budgeted revenue growth by utilizing a consultative approach in the sale of waste management services.

Research, prepare, assemble, and deliver proposal for new prospective clients and existing customer in my area. Responsible for my book of business.

Awarded Top Sales, and member of the Presidents Club.

NICK BEASLEY

434-665-2988 | 2410 Mayflower Dr. Lynchburg, VA 24501 | nbeasley@gflenv.com

Operations Manager

GFL County Waste

2015-present

- *Manages a staff of approximately 70 employees, including hiring, training, coaching, performance management; develop supervisory goals and objectives.
- *Oversee effective safety and accident prevention programs to ensure all reasonable action are taken to prevent accidents and injuries. Ensure a safe and productive work environment for all employees. Implement and maintain an effective loss control and safety program.
- *Approve expenses and manage budget for the operations department including approval of purchase orders and vendor pricing.
- *Develop a best-in-class team and workplace culture and effectively manage performance and talent development, drive best practice sharing.
- *Conduct and attend meeting and conferences to discuss work policy, procedures, and discuss problems and formulate recommendations for changes.
- *Assist in the collection and verification of data required for accurate budget preparation.
- *Ability to diagnose truck and waste equipment malfunction and effect repairs.
- *Possess and maintained a valid CDL driver's license

Beasley Disposal Inc.

Operations Supervisor

2008-2015

- *Oversee and manage staff of approximately 30 employees. Hire, train, and coach drivers
- *Impressive ability to motivate employees and professionally deal with staff matters
- *Supervise staff and manage truck shop and container fabrication shop
- *Vast knowledge of waste management equipment, maintenance and operational procedures
- *Keep timely/accurate payroll records
- *Track, investigate, and report all safety incidents in a timely manner
- *Possess and maintained a valid CDL driver's license.

DELBERT BEASLEY

434-665-5998 | 2410 Mayflower Dr. Lynchburg, VA | dbeasley@gflenv.com

Summary of Qualifications

- | | | |
|-------------------------------|-------------------------------|------------------------|
| *Operations Management | *Safety and Compliance Leader | *Handle Budgets |
| *Revenue Growth/Profitability | *Customer Service | *Business Development |
| *Staff Management | *Acquisition Integrations | *Contract Negotiations |

Professional Experience

General Manager over Lynchburg & Roanoke GFL County Waste **2015- Present**

- *Manages the day-to-day operations of 2 sites, Lynchburg and Roanoke VA. Provide daily support to managers in ensuring quality and budget performance.
- *Lead by example and with rigor allowed me to develop strong successful teams that drive low turnover.
- *Operational Responsibilities include transfer of waste, hauling, disposal and recycling, transfer station and recycling center management.
- *Oversee and managed over 50 Collection routes, and approximately 70 employees.
- *Ensure the facilities comply with Federal, State, OSHA and Local regulations and requirements.
- *Participates in regular P&L reviews to ensure that budgets and met.
- *Ensure the cleanliness and maintenance of the facilities, equipment, and property through inspections and preventive maintenance programs.

Beasley Disposal Inc. **2008 - 2015** **Owner/Operator**

- *Started this company from the ground up. Full-Service Waste & Recycling hauling company located in Lynchburg, VA.
- *Grounded in values of service, excellence, and quality; I grew Beasley Disposal to an annual revenue of over 4 million.
- *Oversee and managed over 40 member staff. Beasley Disposal was associated as a small local business with high quality of service, with safe and professional drivers, and excellent customer service.
- *Merged with County Waste in 2015

BFI Waste Systems

General Manager | Lynchburg **1998-2015**

- *Operations & Staff Management for over 60 employees. Budgeting and Forecasting. Account and Territory management.
- *Revenue and Profit maximization.
- *Managed the truck maintenance and container fabrication shop.
- *Worked with government officials on municipal waste contracts and accounts.
- *Ensure facility complied with Federal, State, OSHA, and local regulations.
- *Transfer Station and Landfill management

a. List of proposed equipment:

13-8yd Front load containers, 3-2yd front loaders, 1-40yd compactor, 1-20yd compactor, and 4-30yd roll off containers.



*Front load can



*Compactor

W/40yd received box



*20yd Compactor



*Dock Loading



*30yd Roll-Off Container

Truck Equipment Photos

*Front Load Truck



*Roll-Off Truck



A truck equipment list is also included. This will show Longwood we have a fleet of many trucks to handle the scope of work for this job.

b. What, when and how the service will be performed:

The Front loaders, roll offs and compactors will be ready for delivery and installation on the named start date of the contract. We will be prepared to deliver and install all equipment on the start date.

c. Time frame for completion: Start date is our completion timeline

6. Price Schedule Follows

7. GFL is not Small Business Certified

Company 08 (Lynchburg and Roanoke) Truck List

List of Values - Unit List

Number	Year	Make	Model	Alt. Unit No.	Maint. Loc	Parking Loc	Serial No.
10662	2016	PETERBILT	337		S0660	S0660	2NP2HJ7XXGM324380
211017	2021	FORD	F550		S0660	S0660	1FDUF5HT9MDA05249
355008	2015	DODGE	RAM 2500	CWP_238	S0660	S0660	3C6MR5AJ1FG613915
412011	2022	MACK	GR64B		S0660	S0660	1M2GR2GC8NM028396
420008	2000	FREIGHTLINER	FL70	CWV_4001	S0660	S0660	1FV6HJBA4YHB94759
423016	2013	MACK	GU813	CWV_4008	S0660	S0660	1M2AX13C5DM019794
424013	2004	MACK	RD688S	CWV_4015	S0660	S0660	1M2P264C54M034459
424014	2014	MACK	GU713	CWV_4040	S0660	S0660	1M2AX04C2EM020170
424016	2014	MACK	GU813	CWV_4010	S0660	S0660	1M2AX13C4EM024874
424017	2014	MACK	GU813	CWV_4020	S0660	S0660	1M2AX13C5EM026388
425013	2005	MACK	CV713	CWV_4038	S0660	S0660	1M2AG11C25M030241
425016	2015	MACK	GU813	CWV_414	S0660	S0660	1M2AX13C9FM028856
426018	2006	MACK	CV713	CWV_464	S0660	S0660	1M2AG11C66M041468
427025	2007	MACK	CV713	CWV_465	S0660	S0660	1M2AG11C47M059243
427034	2017	PETERBILT	567	CWV_4034	S0660	S0660	1NPCLK0X5HD418189
605163	2015	GALBREATH	TRAILER		S0660	S0660	1G9L12327FA157150
608047	2018	MAC	TNAR48FR1000	CWV_861	S0660	S0660	5MAMN4820JW043003
609078	1989	GREAT DANE	TRAILER	CWV_8307	S0660	S0660	1GRAA9024KS044801
726007	2016	MACK	GU813	CWV_5036	S0660	S0660	1M2AX18C7GM031670
727018	2017	MACK	GU813	CWV_5041	S0660	S0660	1M2AX13C6HM034889
728012	2018	HINO	268A	CWV_595	S0660	S0660	5PVNJ8JM6J4S50825
811011	2021	MACK	LR64		S0660	S0660	1M2LR2GCXMM004517
827011	2017	FREIGHTLINER	114SD	CWP_3015	S0660	S0660	3ALHG3DV2HDJG3662
827027	2017	PETERBILT	320	CWV_1065	S0660	S0660	3BPZLJ0X1HF173007
828034	2018	PETERBILT	520	CWV_1044	S0660	S0660	3BPDL70X3JF160777
828036	2018	PETERBILT	520	CWV_1046	S0660	S0660	3BPDL70X7JF160779
828038	2018	PETERBILT	520	CWV_1050	S0660	S0660	3BPDL70X9JF161111
828039	2018	PETERBILT	520	CWV_1051	S0660	S0660	3BPDL70X8JF161231
828040	2018	PETERBILT	520	CWV_1052	S0660	S0660	3BPDL70X7JF161110
829012	2009	PETERBILT	320	CWV_168	S0660	S0660	3BPZH58AX9F718924
911007	2021	MACK	TE64		S0660	S0660	1M2TE2GC9MM005752
912029	2022	MACK	TE64		S0660	S0660	1M2TE2GC1NM006461
921005	2011	MACK	MRU613	CWV_9009	S0660	S0660	1M2AV04C9BM007773
923005	2013	MACK	MRU613	CWV_9005	S0660	S0660	1M2AV04C4DM009904
924005	2014	MACK	MR688S	CWV_9006	S0660	S0660	1M2AV04C3EM011581
926007	2006	MACK	MR688S	CWV_9008	S0660	S0660	1M2K189C36M032293
928013	2018	PETERBILT	520	CWV_9047	S0660	S0660	3BPDL70X5JF186362
220008	1990	INTERNATIONAL	4700	CWV_9901	S0660	S0661	1HTSDTVN2LH232126
225028	1995	FORD	F800	CWV_279	S0660	S0661	1FDNF80CSVA62352
225029	2005	PETERBILT	378	CWV_282	S0660	S0661	1NPFLUEX75D851994
226015	2006	FORD	F550	CWV_244	S0660	S0661	1FDAF56P06EA44561

Number	Year	Make	Model	Alt. Unit No.	Maint. Loc	Parking Loc	Serial No.
226017	2016	HINO	268A	CWV_9993	S0660	S0661	5PVNJ8JP7G4S51548
228034	2008	HINO	338	CWV_9994	S0660	S0661	5PVNV8JT384S12264
252006	2012	ISUZU	NPR	CWV_242	S0660	S0661	54DC4W1B2CS804065
252007	2012	ISUZU	NPR	CWV_206	S0660	S0661	54DC4W1BXCS802807
322007	1992	GMC	SIERRA 3500HD	CWV_2007	S0660	S0661	1GDJC34J3NE538746
350038	1990	FORD	F150	CWV_2011	S0660	S0661	1FTDF15Y4LNA93973
351148	2001	CHEVROLET	SILVERADO 3500HD	CWV_2003	S0660	S0661	1GBJC34U01F101567
522009	2002	FREIGHTLINER	FLD120	CWV_7001	S0660	S0661	1FUJAHCG32LJ51062
526011	2016	MACK	CHU613	CWV_7006	S0660	S0661	1M1AN07Y7GM022758
607037	2007	HOLT SPECIALTY EQUIPMENT	TRAILER	CWV_8004	S0660	S0661	1H9UP10157E192002
609030	2019	MAC	TRAILER	CWV_866	S0660	S0661	5MAMN5326KW049113
FL0082	2006	TOYOTA	7FGU30		S0660	S0661	69458
OE561	2010	DYNAMIC	5240		S0660	S0661	G5241003100806
WL0070	2015	CATERPILLAR	908H2		S0660	S0661	CAT0908HHJRD02591
EX0055	2015	CATERPILLAR	336F		S0660	S0662	CAT0336FHSSN00227
EX0056	2005	KOMATSU	PC160LC-7		S0660	S0662	10008
OR1238	2012	CATERPILLAR	D6T		S0660	S0662	CAT00D6TPZJB01119
OR1767	2013	CATERPILLAR	826H		S0660	S0662	AWF00782
RT0008	1997	VOLVO	A30C		S0660	S0662	A30CV2418
WL0320	2021	CATERPILLAR	930M		S0660	S0662	CAT0930MJKTG03787
351146	2011	CHEVROLET	SILVERADO 1500	CWV_236	S0660S	S0660S	1GCNCPEXXBZ158937
354009	2004	FORD	F150	CWV_237	S0660S	S0660S	2FTRF17204CA79915
423010	2003	INTERNATIONAL	4400	CWV_4017	S0660S	S0660S	1HTMKAAL13H554425
423015	2013	MACK	GU813	CWV_4007	S0660S	S0660S	1M2AX13C2DM019784
423017	2013	MACK	GU813	CWV_4009	S0660S	S0660S	1M2AX13C3DM019793
424009	2004	MACK	CV713	CWV_4662	S0660S	S0660S	1M2AG11CX4M014514
425012	2005	MACK	CV713	CWV_4016	S0660S	S0660S	1M2AL02CX6M001303
427020	2007	INTERNATIONAL	4400	CWV_4019	S0660S	S0660S	1HTMMAAL27H348952
427026	2007	MACK	CV713	CWV_4039	S0660S	S0660S	1M2AG11C87M061853
428010	2008	VOLVO	VHD	CWV_4018	S0660S	S0660S	4V5KC9EG38N489132
527016	2007	MACK	CXN613		S0660S	S0660S	1M1AK06Y17N016779
728015	2018	KENWORTH	T300	CWV_5042	S0660S	S0660S	2NKHMM7X3JM196671
729008	2019	HINO	195	CWV_597	S0660S	S0660S	JHHHDM2H8KK003329
812022	2022	MACK	LR64		S0660S	S0660S	1M2LR2GC9NM005854
819012	2009	MACK	LE613		S0660S	S0660S	1M2AU02C99M003173
823002	2013	MACK	LEU613	CWV_128	S0660S	S0660S	1M2AU02C9DM007913
927007	2007	MACK	MR688S	CWV_940	S0660S	S0660S	1M2K189C77M039734
928014	2018	PETERBILT	520	CWV_9048	S0660S	S0660S	3BPD170X9JF186364
929009	2019	PETERBILT	320	CWV_9055	S0660S	S0660S	3BPD170X8KF104688
E4290	2010	OTTAWA	30		S0660S	S0660S	324857

RFP# LU214-22-009

Waste Management Services | Rate Sheet

Page | 25 Attachment E – Longwood University Waste Containers/Compactors

Location	Service	Rates
Bedford Hall	1-8yd On Call	\$20 Rental / \$60 per dump
Theater/workshop	1-2yd On Call	\$15 Rental / \$20 per dump
Vernon St. Warehouse	1-40yd Compactor	\$325 Rental / \$145 per haul
Dorrill Dining Hall	1-20yd Compactor	\$325 Rental / \$145 per haul
Upchurch Univ. Center	1-20 Compactor	**see rental info below / \$145 per haul
Lancer Park Pod Market	1-8yd X 2 X week	\$280 per month
Lancer Park Apartments	3-8yd X 2 X week	\$695 per month
Lancer Park Brown Commons	2-30yds X 2 X week	\$2,511.40 per month
Longwood Village Apartments	1-8yd X 1 X week	\$140 per month
Longwood University Lumber Yd	1-30yd On Call	\$50 Mo. Rental / \$145 per haul
Midtown Properties	6-8yds X 2 week	\$1450.00 per month
Midtown (Recycle 8yd)	1-8yd X 1 week	\$75 per month
Longwood University Warehouse	1-30yd On Call	\$50 Mo. Rental / \$145 per haul
	2-2yds On Call	\$30 Rental / \$20 per dump

** Upchurch University Center- Purchase Price: \$10,000

We propose 10 months at \$1,000 per month off the invoice. After 10 months the lease for this compactor will be \$325 per month.

Move in | Move out 30yd Open Top Prices

Deliver Fee (each)	\$100 each
Per Haul Fee (per)	\$145 per haul
Rental Fee (each)	\$0 Rental fee