Bid #: Port-A-Potty-15

Stephen F. Austin State University is seeking informal quotes for providing portable toilets to various departments. Please provide the below pricing by return email or fax by 10:00 a.m. on August 15, 2014. An award decision is anticipated 08/15/14.

**Coverage Specifications**
- Pricing shall be based per event.
- Pricing shall reflect costs for campus events.
- Include price quote for required daily cleaning for multiple day events.
- SFA may require up to 75-100 standard toilets during coinciding events.
- Most (90%) events will take place on campus or within a short distance from campus (2 miles).
- For evaluation/pricing purposes, all pricing should presume delivery to SFA campus.
- SFA understands prices may need to be negotiated for events outside the campus area on a case-by-case basis.

Prices shall remain firm for the period September 1, 2014 through August 31, 2015. Thereafter, the University reserves the right to renew this agreement for four (4) additional one (1) year periods at an escalation rate not to exceed the quote.

1. Standard portable toilet rental, complete with 2 rolls of toilet paper and deodorant disks in the bowl and urinal.
   - Per day ---
   - or
   - Per event ---

2. ADA regulation handicapped portable toilet rental, complete with 2 rolls of toilet paper and deodorant disks in the bowl and urinal.
   - Per day ---
   - or
   - Per event ---

3. Daily cleaning, when required for multiple day events

4. Interim waste removal service during events.

5. Minimum dollar amount for rentals.

6. Escalation rate __________ % per year (allowed only on the anniversary date of the agreement, which shall be September 1 of each subsequent year).

7. Volume discounts (this will not be a consideration on the final award but used as a reference should the opportunity arise where the University can save money by scheduling events together for a volume discount).

*Price Evaluation will be based on the prices for items 1-5 listed above. Overall Best Value evaluation will include consideration of all prices and information.*