

**AGREEMENT FOR CONTRACTUAL SERVICES**  
**BETWEEN THE CITY OF GAINESVILLE AND RECYCLING SERVICES OF**  
**AMERICA, INC., FOR COLLECTION, PROCESSING, AND MARKETING OF**  
**RECYCLABLES FROM CITY GOVERNMENT OFFICES**

This Agreement is entered into this 1<sup>st</sup> day of October, 2016 between The City of Gainesville, a municipal corporation of the State of Florida, hereinafter referred to as "City" and Recycling Services of America, Inc., doing business at 2874 NE 1<sup>st</sup> Terrace, Gainesville, FL 32609, hereinafter referred to as "Contractor."

**WITNESSETH**

**Whereas**, the City desires to employ the Contractor for the collection, processing, and marketing of recyclables from City government offices; and,

**Whereas**, Alachua County issued Invitation to Bid No. 17-46 for recycling services and awarded the Bid and entered into a contract with the Contractor on October 1, 2016;

**Whereas**, the Contractor is willing to provide recycling services to the City at the County Bid Price; and

**Whereas**, the Contractor is qualified to provide these services

**NOW THEREFORE**, in consideration of the mutual promises and covenants contained herein, the parties hereto do mutually agree as follows:

1. **Term**. This agreement is effective for five years beginning October 1, 2016 and continuing through September 30, 2021 unless earlier terminated as provided herein. The City has the option of renewing this Agreement for two additional two year periods at the same terms and conditions outlined herein.

The City's performance and obligation to pay under this agreement is contingent upon a specific annual appropriation by the City Commission. The parties hereto understand that this Agreement is not a commitment of future appropriations.

2. **Duties of the Contractor**. The Contractor shall have and perform the following duties, obligations, and responsibilities to the City as provided in **Attachment "A."**
3. **Representations and Warranties**. By executing this Agreement, the Contractor makes the following express representations and warranties:
  - 3.1. The Contractor is a professional qualified to perform the services described.
  - 3.2. The Contractor warrants all the work performed by the Contractor is adequate and sufficient to meet the requirements and accomplish the purposes of the agreement.

3.3. The Contractor acknowledges that the City's review of the work performed in no way diminishes the Contractor's warranty pertaining to the work performed.

4. **Method of Payment.** For all services actually, timely and faithfully performed, the Contractor will be paid as follows:

4.1. The Contractor shall be paid based upon the following type of material:

4.1.1 The Contractor shall be paid \$6.89 per indoor bin serviced for paper, cardboard, or commingled recyclables.

4.1.2 The Contractor shall deduct \$12.50 per short ton for paper collected from the City and sold for recycling.

4.2. These rates reflect the amount paid for each instance which an indoor bin or outdoor dumpster is serviced

4.3. Prices are subject to automatic adjustment over the life of the agreement as follows: "The bid price paid for paper collected under this agreement shall be routinely adjusted, up or down, on July 1st and January 1<sup>st</sup> of each year (including the first year) to reflect 50% of the difference between the Index Price current at the time of the bid and the latest index price published as of those dates" This provision allows for the costs/benefits of future market fluctuations to be shared between the City and the Contractor. This variance shall be reflected in the revenue shared with the City by the Contractor, rather than as a change in the pickup price per bin.

4.4. The index price is that published in the Mill Trade Journals Recycling Markets published twice monthly by the N.V. Business Publishers Corporation, Avon-By-The-Sea, N.J. 07717, or another publication deemed acceptable by the City.

4.5. As a condition precedent for any payment, the Contractor shall submit monthly, an invoice to the City requesting payment for services properly rendered and expenses due. The Contractor's invoice shall describe with reasonable particularity each service rendered, the date thereof, the time expended if such services were rendered pursuant to a fee and the person(s) rendering such service. The Contractor's invoice shall be accompanied by such documentation or data in support of expenses for which payment is sought as the City may require. Each invoice shall constitute the Contractor's representation to the City that the services indicated in the invoice have reached the level stated, have been properly and timely performed as required herein, that the expenses included in the invoice have been reasonably incurred in accordance with this Agreement, that all services provided have served a public purpose, that all obligations of the Contractor covered by prior invoices have been paid in full, and that the amount requested is currently due and owing, there being no reason known to the Contractor that payment of any portion thereof should be withheld. Submission of the Contractor's invoice for final payment shall further constitute the Contractor's representation to the City that, upon receipt by the Contractor of the amount invoiced, all obligations of the Contractor to others, including its consultants, incurred in connection with the Project, will be paid in full. The Contractor shall submit invoices to the City at the following address:

Public Works Solid Waste Division  
ATTN: Solid Waste Manager  
405 NW 39<sup>th</sup> Ave,  
Gainesville, FL 32627

4.6. Payments for all sums properly invoiced shall be made in accordance with the provisions of Chapter 218, Part VII Florida Statutes (“Local Government Prompt Payment Act”) and paid by Electronic Fund Transfer (EFT)

4.7 No Additional reimbursable expenses will be paid under this Agreement.

5. **Duties of the City.** The City shall have and perform the duties, obligations, and responsibilities to the Contractor as provided in **Attachment “B”**

6. **Personnel.**

The Contractor will assign only qualified personnel to perform any service concerning this Agreement.

7. **Notice.** Except as otherwise provided in this Agreement any notice of default or termination from either party to the other party must be in writing and sent by certified mail, return receipt requested, or by personal delivery with receipt. For purposes of all notices, Contractor’s and City representative are:

City:

Solid Waste Manager  
Public Works Solid Waste Division  
405 NW 39<sup>th</sup> Ave.  
Gainesville, FL, 32627

Contractor:  
Recycling Service of America, Inc.  
2874 NE 1<sup>st</sup> Terrace  
Gainesville, FL 32609  
Attn: Rodney Ingram

8. **Default and Termination.**

8.1. The failure of the Contractor to comply with any provision of this Agreement will place the Contractor in default. Prior to terminating the Agreement, the City will notify the Contractor in writing. This notification will make specific reference to the provision which gave rise to the default. The City will give the Contractor seven (7) days to cure the default. The Solid Waste Manager is authorized to provide written notice of default on behalf of the City, and if the default situation is not corrected within the allotted time the City Manager is authorized to provide final termination notice on behalf of the City to the Contractor.

- 8.2. The City may also terminate the Agreement without cause by providing written notice to the Contractor. The City Manager is authorized to provide written notice of termination on behalf of the City. Upon such notice, Contractor will immediately discontinue all services affected (unless the notice directs otherwise) and deliver to the City all data, drawings, specifications, reports, estimate, summaries, and such other information and materials as may have been accumulated by the Contractor in performing this Agreement, whether completed or in process. In the event of such termination for convenience, Contractor's recovery against City shall be limited to that portion of the Agreement amount earned through the date of termination, but Contractor shall not be entitled to any other or further recovery against City, including, but not limited to, damages, consequential or special damages, or any anticipated fees or profit on portions of the work not performed.
- 8.3. If funds to finance this Agreement become unavailable, the City may terminate the Agreement with no less than twenty-four hour notice in writing to the Contractor. The City will be the final authority as to the availability of funds. The City will pay the Contractor for all work completed prior to any notice of termination.

## **9. Project Records.**

Florida has a very broad public records law and certain records of a contractor may be considered public records. Accordingly, by entering into an agreement with the CITY, CONSULTANT must:

- A. Keep and maintain public records required by the CITY to perform the service.
- B. Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter (119) or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the CONSULTANT does not transfer the records to the CITY.
- D. Upon completion of the Agreement, transfer, at no cost to the CITY, all public records in possession of the CONSULTANT or keep and maintain public records required by the CITY to perform the service. If the CONSULTANT transfers all public records to the CITY upon completion of the Agreement, the CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONSULTANT keeps and maintains public records upon completion of the Agreement, the CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request

from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 952-334-5070, pubwrk@cityofgainesville.org, 405 NW 39<sup>th</sup> Ave, Box 58, Gainesville, FL 32627-0490.**

10. **Insurance.** The Contractor will procure and maintain insurance throughout the entire term of this Agreement of the types and in the minimum amounts detailed in **Attachment "C"**. A current Certificate of Insurance showing coverage of the types and in the amounts required is attached hereto as **Exhibit "1"**
11. **Permits.** The Contractor will obtain and pay for all necessary permits, permit application fees, licenses, or any fees required.
12. **Laws & Regulations.** The Contractor will comply with all laws, ordinances, regulations, and building code requirements applicable to the work required by this Agreement. The Contractor is presumed to be familiar with all state and local laws, ordinances, code rules and regulations that may in any way affect the work outlined in this Agreement. If the Contractor is not familiar with state and local laws, ordinances, code rules and regulations, the Contractor remains liable for any violation and all subsequent damages or fines.
13. **Indemnification.**
  - 13.1. The Contractor agrees to protect, defend, indemnify, and hold the City and director and their officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or directly or indirectly relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this Agreement and/or the performance hereof. Without limiting the generality of the foregoing, any and all such claims, etc., including but not limited to personal injury, death, damage to property (including destruction) defects in materials or workmanship, actual or alleged infringement of any patent, trademark, copyright (or application for any thereof) or of any other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule, or regulation or decree of any court, shall be included in the indemnity hereunder. The contractor further agrees to investigate, handle, respond to, provide defense (including payment of attorney fees, court costs, and expert witness fees and expenses up to and including any appeal) for and defend any such claim at its sole cost and expense through

counsel chosen by the City and agrees to bear all other costs and expenses related thereto, even if they (claims, etc.) are groundless, false, or fraudulent. Contractor agrees that indemnification of the City shall extend to any and all work performed by the Contractor, its subcontractors, employee's agents, servants or assigns. This obligation shall in no way be limited in any nature whatsoever by any limitation on the amount or type of Contractor's insurance coverage. This indemnification provision shall survive the termination of the Agreement between the City and the Contractor.

13.2. Nothing contained herein shall constitute a waiver by the City of sovereign immunity or the provisions or limits of liability of §768.28, Florida Statutes.

14. **Assignment of Interest.** The Contractor and City recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by the City. Therefore, the Contractor hereby assigns to the City any and all claims for such overcharges as to goods, material or services purchased in connection with the Agreement. However, for all other assignments, neither party will assign, convey, pledge, sublet, transfer or otherwise dispose any interest in this Agreement and shall not transfer any interest in same without prior written consent of the other party.
15. **Successors and Assigns.** The City and Contractor each bind the other and their respective successors and assigns in all respects to all of the terms, conditions, covenants, and provisions of this Agreement.
16. **Independent Contractor.** In the performance of this Agreement, the Contractor is acting in the capacity of an independent contractor and not as an agent, employee, partner, joint venturer, or associate of the City. The Contractor is solely responsible for the means, method, technique, sequence, and procedure utilized by the Contractor in the full performance of the agreement. Policies and decisions of Contractor, which may be represented by Contractor in performance of this Agreement, shall not be construed to be the policies or decision of the City.
17. **Collusion.** By signing this Agreement, the Contractor declares that this Agreement is made without any previous understanding, agreement, or connections with any persons, contractors, or corporations and that this Agreement is fair and made in good faith without any outside control, collusion, or fraud.
18. **Conflict of Interest.** The Contractor warrants that neither it nor any of its employees have any financial or personal interest that conflicts with the execution of this Agreement. The Contractor shall notify the City of any conflict of interest due to any other clients, contracts, or property interests.
19. **Third Party Beneficiaries.** This agreement does not create any relationship with, or any rights in favor of, any third party.
20. **Severability.** If any provision of this Agreement is declared void by a court of law, all other provisions will remain in full force and effect

21. **Non Waiver.** The failure of any party to exercise any right in this Agreement shall not be considered a waiver of such right.
22. **Governing Law and Venue.** This agreement is governed in accordance with the laws of the State of Florida. Venue shall be in Alachua County.
23. **Attachments.** All exhibits attached to this Agreement are incorporated into and made part of this Agreement by reference.
24. **Amendments.** The parties may amend this Agreement only by mutual written agreement of the parties.
25. **Captions and Section Headings.** Captions and section headings used herein are for convenience only and shall not be used in construing this Agreement.
26. **Construction.** This agreement shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by one of the parties. It is recognized that both parties have substantially contributed to the preparation of this Agreement.
27. **Counterparts.** This agreement may be executed in any number of and by the different parties hereto on separate counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall together constitute but one and the same instrument
28. **Entire Agreement.** This agreement constitutes the entire agreement and supersedes all prior written or oral agreements, understandings, or representations.

**THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK**

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed for the uses and purposes therein expressed on the day and year first above-written.

CONTRACTOR WITNESS

RECYCLING SERVICES OF AMERICA, INC.

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

CITY OF GAINESVILLE WITNESS

CITY OF GAINESVILLE

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Anthony Lyons, City Manager

APPROVED AS TO FORM AND LEGALITY

\_\_\_\_\_  
Lisa Bennett, Assistant City Attorney, II

## ATTACHMENT A: SCOPE OF SERVICES

1. Provision of collection containers shall be negotiable at the time of contract negotiations. Containers must be sturdy, easily serviceable, and pleasing to the eye.
2. The Contractor shall provide pickup service at any City location either designated in the Contract(s) or added by a subsequent addendum to the Contract(s).
3. The Contractor shall comply with all schedules established by the City for pickup location, time and frequency.
4. The Contractor shall maintain a good faith effort to collect materials on time and in a neat and orderly fashion. In the case of holidays observed by the City, Contractor shall notify City whether pickups will be made prior to or following the holiday closure.
  - a. The following days shall be holidays recognized by the City: New Year's Day (Jan 1), Martin Luther King Day (Monday nearest Jan 15), Memorial Day (last Monday of May), Independence Day (July 4), Labor Day (first Monday of Sept), Veterans Day (Nov 11), Thanksgiving Day and day after (4 Thursday of Nov and day following), Christmas Eve and Day (Dec 24 and 25). Holidays which fall on a weekend shall be honored the closest weekday unless designated otherwise by the City.
5. All recyclables collected by the Contractor shall be weighed expeditiously and invoices shall be provided to the City Representative by the 10th of each month. Payment (or invoice deduction) for materials must be received or credited no later than 30 days from the end of the month for the previous month's collected recyclables.
6. In the event that logistics require an estimation of delivered quantities of materials, the Contractor will work with the City to establish a product density factor. In this case, the parties will establish an average weight per collection container. Invoices shall be provided detailing this scenario.
  - b. For example: It has been determined that the collection container full of mixed paper weighs 100 pounds. Five collection containers were picked up at a given City facility. An invoice shall be provided that records 500 pounds of mixed paper were collected.
7. The paper collected by the Contractor for recycling may contain sensitive and confidential information. Public disclosure of such information could produce embarrassment and potential liability for the City. The Contractor agrees to indemnify and hold the City and its agents harmless from and against all claims, damages, losses and expenses, including attorney's fees in consideration of receiving the right to collect and recycle said waste paper, in the event a successful claim is made against the City which is for breaching or leaking the confidence contained in said waste paper or caused in whole or in part by a

negligent act of omission or commission by the contractor or anyone employed by the Contractor.

8. For the purpose of releasing or making available any or all of the City's paper products to third parties under involuntary judicial or administrative order of any court or agency of competent jurisdiction, the City shall retain title to the paper products up to and until baling or shredding of the paper products.
9. The Contractor shall provide proof to the City that materials collected from the Office Recycling Program are being recycled, and into what form they are recycled.
10. In the event a regularly scheduled pickup is missed, the Contractor shall be responsible for notifying the contact person, The City of Gainesville Recycling Program Coordinator, or as per the Contract, by the end of the next day after the pickup should have been collected. At the time of notification of a missed pickup, the Contractor will also give a 'good-faith' estimate of when the missed pickup will be done.
11. Should the need arise for a "special pickup" in which the amount of recyclables exceeds the normal capacity of designated recyclable containers, the Contractor shall receive approval from The City of Gainesville Recycling Program Coordinator prior to collecting the material. The rate for the collection of such material shall be the same as those for standard collection. In the event that a "special pickup" is made without prior approval, payment for such services is left to the discretion of the Solid Waste and Resource Recovery Director

## **ATTACHMENT B: DUTIES OF THE CITY**

1. The City agrees to make available all designated recyclable materials for pickup by the Contractor at the specified locations during normal working hours.
2. The City agrees to use the containers and storage materials as often as physically or practically possible. The City reserves the right to accept or reject containers to be placed in buildings based on size, type and color if provided by the Contractor.
3. The City agrees to allow the Contractor to pick up all types of recyclable materials as indicated at locations indicated in **Attachment D**.
4. The City reserves the right to add or delete to the list of City facilities listed in **Attachment D** upon giving the Contractor forty-eight (48) hours written notice.
5. The City reserves the right to change the time, frequency and location of all pickups upon giving the Contractor forty-eight (48) hours written notice.
6. The City requires that the Contractor pickup any unusually large quantities of paper at the City's convenience, upon giving the Contractor forty-eight (48) hours verbal or written notice by facsimile.
7. Provision of collection containers shall be negotiable at the time of contract negotiations. Containers must be sturdy, easily serviceable, and pleasing to the eye.
8. City reserves the right to engage alternate vendors for similar work as needed on an emergency basis. Designation of an emergency situation shall be determined by City staff.

## **ATTACHMENT C: INSURANCE REQUIREMENTS**

### **TYPE “A” INSURANCE REQUIREMENTS “ARTISAN CONTRACTORS / SERVICE CONTACTS”**

**The Contractor shall procure and maintain for the duration of this contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the contractor/vendor, his agents, representatives, employees or subcontractors.**

#### **COMMERCIAL GENERAL LIABILITY**

Coverage must be afforded under a per occurrence form policy for limits not less than \$1,000,000 General Aggregate, \$1,000,000 Products / Completed Operations Aggregate, \$1,000,000 Personal and Advertising Injury Liability, \$1,000,000 each Occurrence, \$50,000 Fire Damage Liability and \$5,000 Medical Expense.

#### **AUTOMOBILE LIABILITY**

Coverage must be afforded including coverage for all Owned vehicles, Hired and Non-Owned vehicles for Bodily Injury and Property Damage of not less than \$1,000,000 combined single limit each accident.

#### **WORKERS COMPENSATION AND EMPLOYER’S LIABILITY**

Coverage to apply for all employees at STATUTORY Limits in compliance with applicable state and federal laws; if any operations are to be undertaken on or about navigable waters, coverage must be included for the USA Longshoremen & Harbor Workers Act.

Employer’s Liability limits for not less than \$100,000 each accident; \$500,000 disease policy limit and \$100,000 disease each employee must be included.

#### **BUILDER’S RISK / INSTALLATION FLOATERS (when applicable)**

When this contract or agreement includes the construction of and/or the addition to a permanent structure or building; including the installation of machinery and/or equipment, the following insurance coverage must be afforded:

Coverage Form: Completed Value, All Risk in an amount equal to 100% of the value upon completion or value of equipment to be installed.

When applicable: Waiver of Occupancy Clause or Cessation of Insurance clause. Flood Insurance as available under the National Flood Insurance Program.

#### **OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain, the following provisions:

##### **I Commercial General Liability and Automobile Liability Coverages**

a. The City of Gainesville, its officials, employees and volunteers are to be covered as an Additional Insured as respects: Liability arising out of activities performed by or on behalf of the Contractor/Vendor; to include Products and/or Completed Operations of the Contractor/Vendor; Automobiles owned, leased, hired or borrowed by the Contractor.

b. The Contractor’s insurance coverage shall be considered primary insurance as respects the City, its officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officials, employees or volunteers shall be excess of Contractor/Vendor’s insurance and shall be non-contributory.

##### **II All Coverages**

The Contractor/Vendor shall provide a Certificate of Insurance to the City with a Ten (10) day notice of cancellation for non-payment of premium and a Thirty (30) day notice of cancellation/non-renewal for all other causes. The certificate shall indicate if cover is provided under a “claims made” or “per occurrence” form. If any cover is provided under claims made form the certificate will show a retroactive date, which should be the same date of the contract (original if contract is renewed) or prior.

**SUBCONTRACTORS**

The Contractor/Vendor shall be responsible for all subcontractors working on their behalf as a condition of this agreement. All subcontractors of the Contractor/Vendor shall be subject to the same coverage requirements stated herein.

**ATTACHMENT D: COLLECTION LOCATIONS AND SCHEDULE**

<b>Facility</b>	<b>Address</b>	<b>Department</b>	<b>Floor</b>	<b>Bin Location</b>	<b># Bins</b>	<b>Times P/U</b>	<b>Day</b>
Community Re-Development	802 NW 5 Ave	Community Redevelopment	2	Suite 200	1	Once a week	Thurs
City Hall	200 E. Univ. Ave.	For the whole bldg.	B	Office Paper Recycling Rm	3	Once a week	Thurs
City Hall	200 E. Univ. Ave.	For the whole bldg.	B	Office Paper Recycling Rm	3	Once a week	Thurs
City Hall	200 E. Univ. Ave.	For the whole bldg.	B	Office Paper Recycling Rm	3	Once a week	Thurs
Fire Administration	1025 NE 13th St.	Fire Rescue	1	Front copy room	1	Once a week	Wed
Fire Station #1	427 S. Main St.	Fire Rescue #1	1	OUTSIDE CART/near entrance	1	Once a week	Wed
Gainesville Fire Rescue	1026 NE 14th St.	Fire Training	1	Office	1	Once a week	Wed
Gainesville Tech. Center	2153 SE Hawthorne Rd	Economic Development	1	Copy room (rm # 101D)	2	Once a week	Wed
Gainesville Tech. Center	2153 SE Hawthorne Rd	Economic Development	1	INSIDE CARTS/back doors	3	Once a week	Wed
Old Library Bldg.	222 E. Univ. Ave.	Human Resources	1	Inside Room #126B	2	Once a week	Thurs
Old Library Bldg.	222 E. Univ. Ave.	Risk Management	B	Hallway-near bathrooms	2	Once a week	Thurs
Old Library Bldg.	222 E. Univ. Ave.	Computer Serv/EO	2	Foyer	2	Once a week	Thurs
Police Admin Bldg	413 NW 8th Ave	GPD new bldg	1	Copy/Mail Area	2	Once a week	Mon
Police Admin Bldg	413 NW 8th Ave	GPD new bldg	1	Copy/Back Area	1	Once a week	Mon
Police Station	721 NW 6th St.	Parking Violations	1	Office next to front desk		Once a week	Mon
Police Station	721 NW 6th St.	Records	1	Near room # 1501		Once a week	Mon
Police Station	721 NW 6th St.	Crime Analysis	1	Near room # 1400		Once a week	Mon
Police Station	721 NW 6th St.	Mail Area	1	Outside room # 1401		Once a week	Mon
Police Station	721 NW 6th St.	Operations Bureau	1	Room # 1212		Once a week	Mon
Police Station	721 NW 6th St.	Police Property Evidence	1	Bldg. behind PD	1	Once a week	Mon
Police Station	721 NW 6th St.	Info Tech Copy Area	2	Room # 2000		Once a week	Mon
Police Station	721 NW 6th St.	End of Hall	2	Room # 2700		Once a week	Mon
Police Station	721 NW 6th St.	By Stairs	2	Room # 2613		Once a week	Mon
Police Station	721 NW 6th St.	Forensic Crime Units	2	Room # 2501		Once a week	Mon
Police Station	721 NW 6th St.	Criminal Investigation	2	Room # 2400		Once a	Mon

		Div.				week	
GPD (Temp Location)	1024 NE 14th St.	Temp. location in yr 2011	1	Bldg. A - back corner	2	Once a week	Wed
GPD (Temp Location)	211 NE 1 St	Temp location in yr 2011	1	Copy Room	2	Once a week	Thurs
Public Works Compound	405 NW 39th Ave.	New PW Bldg.	1	Copy Rm #102	1	Once a week	Tues
Public Works Compound	405 NW 39th Ave.	New PW Bldg.	1	Recycle Rm #105	4	Once a week	Tues
Public Works Compound	405 NW 39th Ave.	Fleet Management	1	Garage office	1	Once a week	Tues
Public Works Compound	405 NW 39th Ave.	Operations	1	Bldg. A - print room	2	Once a week	Tues
Public Works Compound	405 NW 39th Ave.	Streets	1	Bldg. D - central office	1	Once a week	Tues
Public Works Compound	405 NW 39th Ave.	Traffic Engineering	1	Bldg. E - near Mens room	1	Once a week	Tues
Public Works Compound	405 NW 39th Ave.	Mosquito Control	1	Bldg. J - near large trucks	1	Once a week	Tues
Thomas Center B	306 NE 6th Ave.	Planning/Code Enforcement	1	Inside Room #158 by stairs	2	Once a week	Thurs
Thomas Center B	306 NE 6th Ave.	Building Inspections	1	Outside Room #123	2	Once a week	Thurs
Thomas Center B	306 NE 6th Ave.	Planning	1	Copy Rm	1	Once a week	Thurs
Thomas Center B	306 NE 6th Ave.	Housing	2	Hallway-near elevators	3	Once a week	Thurs
Thomas Center B	306 NE 6th Ave.	Parks & Recreation	3	Hall by elevators	2	Once a week	Thurs
Thomas Center A - Hotel	306 NE 6th Ave.	Cultural Affairs	2	In Copy Room	1	Once a week	Thurs
GRU Administration Bldg.	301 SE 4th Ave.	Whole Floor	B	Various locations	5	Once a week	Wed
GRU Administration Bldg.	301 SE 4th Ave.	Whole Floor	1	Various locations	9	Once a week	Wed
GRU Administration Bldg.	301 SE 4th Ave.	Whole Floor	2	Various locations	2	Once a week	Wed
GRU Administration Bldg.	301 SE 4th Ave.	Whole Floor	3	Various locations	5	Once a week	Wed
GRU Main St. Water Rec.	200 SE 16th Ave	Wastewater	1	Outside Lab	1	Once a week	Mon
GRU Main St. Water Rec.	200 SE 16th Ave	Wastewater	1	Outside Front Ofc	1	Once a week	Mon
GRU ES Operations Center	4747 N Main St, Bldg 1	IT & GRU Com	1	Copy Room #1117	2	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 1	IT & GRU Com	2	Copy Room #1120	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 1	IT & GRU Com	2	Copy Room #1210	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 2	Energy Delivery	1	Break Room #2152	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 2	Energy Delivery	1	Copy Room #2117	1	Once a week	Wed
GRU ES Operations	4747 N Main St,	Energy Delivery	1	Print Room #2218	1	Once a	Wed

Center	Bldg 2					week	
GRU ES Operations Center	4747 N Main St, Bldg 2	Energy Delivery	2	Room #2280	2	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 3	Water/Wastewater	1	Copy Room #3110	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 3	Water/Wastewater	1	Copy Room #3201	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 5	Stores	1	Copy Room #5201	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 6	?	1	By front door	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 8	Systems Control	1	By front door	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 8	Systems Control	1	Software Development#8133	1	Once a week	Wed
GRU ES Operations Center	4747 N Main St, Bldg 8	Systems Control	1	Control Area #8146	1	Once a week	Thu
GRU ES Operations Center	4747 N Main St, Bldg 8	Systems Control	1	Print Room #8153	1	Once a week	Fri
GRU SpringHill Ser. Center	3805 NW 97th Blvd.	Gas Operations	1	Front Bldg.-snack area	1	Once a week	Tues
GRU SpringHill Ser. Center	3805 NW 97th Blvd.	Gas Operations	1	Front Bldg.- map room	1	Once a week	Tues
GRU SpringHill Ser. Center	3805 NW 97th Blvd.	Gas Operations	1	Electric Engineering	1	Once a week	Tues
GRU SpringHill Ser. Center	3805 NW 97th Blvd.	Gas Operations	1	Gas T&D	1	Once a week	Tues
GRU SpringHill Ser. Center	3805 NW 97th Blvd.	Gas Operations	1	Warehouse-receiving office	1	Once a week	Tues
City Parking Garage	105 SW 3rd St.	Public Works	1	Front office areas	1	Every other wk.	Thurs
City Parking Garage	105 SW 3rd St.	Public Works	1	Back office areas	1	Every other wk.	Thurs
Eastside Center at Cone Park	2841 E. University Ave.	Parks & Recreation	1	Computer room	1	Every other wk.	Wed
Fire Station #2	2210 SW Archer Rd.	Fire Rescue	1	OUTSIDE CART/near entrance	1	Every other wk.	Mon
Fire Station #3	900 NE Waldo Rd.	Fire Rescue	1	OUTSIDE CART/near entrance	1	Every other wk.	Wed "D"
Fire Station #4	10 SW 36th St.	Fire Rescue	1	OUTSIDE CART/near hose	1	Every other wk.	Mon
Fire Station #5	1244 NW 30th Ave.	Fire Rescue	1	OUTSIDE CART/near entrance	1	Every other wk.	Tues
Fire Station #6-Airport	3301 NE 49th Dr.	Fire Rescue	1	OUTSIDE CART/near office dr.	1	Every other wk.	Tues
Fire Station #7	5601 NW 43rd St.	Fire Rescue	1	OUTSIDE CART/in back	1	Every other wk.	Tues
Fire Station #8 (NEW)	3223 NW 42 Ave	Fire Rescue	1	OUTSIDE CART/in back	1	Every other wk.	Tues
MLK Center	1028 NE 14th St.	Recreation	1	Front Office copy area	1	Every other wk.	Wed
Morningside Nature Ctr.	3540 E. University Ave.	Nature Operations	1	OUTSIDE CART/in back	1	Every other wk.	Wed

Oscar Lewis (GPD temp sta.)	524 NW 1 St.	GPD Traffic Division	1	Office area	1	Every other wk.	Tues
Regional Transit System	100 SE 10th Ave.	RTS	1	Main Bldg. - Near Bathrooms	2	Every other wk.	Wed
Regional Transit System	100 SE 10th Ave.	RTS	1	Outside office in garage	1	Every other wk.	Wed
Regional Transit System	100 SE 10th Ave.	RTS	1	Admin. Bldg. - Copy Room	1	Every other wk.	Wed
Westside Recreation Ctr	1001 NW 34th St	Parks & Recreation	1	In back office	3	Every other wk.	Mon
Police Admin Bldg	413 NW 8th Ave	GPD new bldg, mail area	1	Cardboard cart equal to 3 iggies	3	Every other wk.	Mon
GRU 5th Ave. Garage	400 SE 5th Ave.	Fleet Management	1	Office on West side of garage	1	Every other wk.	Wed
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	1	Main Bldg.-near ice machine	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	2	Main Bldg.-near stairs	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	3	Main Bldg.-near stairs	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	4	Main Bldg.-near stairs	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	4	Main Bldg.-near men's room	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	4	Main Bldg.-control room	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	2	Processing Plant-Control rm.	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	1	Coal Ash Facility-Break room	1	Every other wk.	Tues
GRU Deerhaven Power Plant	10001 NW 13th St.	Electric Gen.	1	Warehouse-inside office	1	Every other wk.	Tues
GRU Kanapaha Wastewater	3901 SW 63rd Blvd.	Wastewater/Gate 1	1	Garage/Lift Station	1	Every other wk.	Mon
GRU Kanapaha Wastewater	3901 SW 63rd Blvd.	Wastewater/Gate 3	1	Laboratory	1	Every other wk.	Mon
GRU Kanapaha Wastewater	3901 SW 63rd Blvd.	Wastewater/Gate 3	1	Hallway near lounge	2	Every other wk.	Mon
GRU Kelly Power Plant	515 SE 5th Ave.(Entrance)	Electric Gen.	2	Office to right of elevator	2	Every other wk.	Wed
GRU Kelly Power Plant	515 SE 5th Ave.(Entrance)	Electric Gen.	3	Next to elevator	1	Every other wk.	Wed
GRU Murphree Water Plant	1600 NE 53rd Ave.	Water Treat.	2	Main Bldg.-next to copier	1	Every other wk.	Tues
GRU Murphree Water Plant	1600 NE 53rd Ave.	Water Treat.	2	Main Bldg.-outside control rm.	1	Every other wk.	Tues
GRU Murphree Water Plant	1600 NE 53rd Ave.	Water Treat.	1	Breakroom	1	Every other wk.	Tues
Ironwood Golf Course	2100 NE 39th Ave	Recreation	1	Clubhouse Office	1	Once per mo.	Tues "B"
Loblolly Nature Center	3315 NW 5 Ave	GPD	1	Main Lobby	2	Once per mo.	Mon "D"
Public Works	405 NW 39 Ave	Parks - John Weber &	1	Bldg. F - Office	1	Once per	Tues

Compound		crew				mo.	"B"
Thelma Bolton Center	516 NE 2nd Ave	Recreation & Parks	1	Office	1	Once per mo.	Wed