



**The Woodlands Township Environmental Services  
2801 Technology Forest Blvd.  
The Woodlands, TX 77381**

**Invitation for Bid  
Household Hazardous Waste Drive-Thru Event  
Contract Number: C-2026-0465**

**PURPOSE**

The Woodlands Township is requesting bids for certified disposal of assorted household hazardous waste for the Household Hazardous Waste Drive-Thru event on Saturday, November 21, 2026 from 9 a.m. to 1 p.m. The selected contractor shall be present throughout the event to collect waste from the public. The selected contractor shall dispose of or recycle collected waste in an environmentally responsible manner and in full compliance with all applicable regulations. The contract will be for a term of 12 months beginning November 1, 2026 and ending October 31, 2027.

|                                                                                                                                                                               |                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b>Deadline for Written Questions at 5:00 p.m. CST<br/>Attn: Grace DeCarlo <a href="mailto:gdecarlo@thewoodlandstownship-tx.gov">gdecarlo@thewoodlandstownship-tx.gov</a></b> | <b>August 7, 2026</b>  |
| <b>Bids Due by 5:00 p.m. CST at 2801 Technology Forest Blvd,<br/>The Woodlands, TX 77381<br/>Attn: Grace DeCarlo, Environmental Education Coordinator</b>                     | <b>August 21, 2026</b> |

Bidder shall **complete every space** in the bidder proposal column with either **signed initials** to indicate the item being bid is exactly as specified or a description to indicate any deviation of item being bid from the specifications. Bidder may submit additional information explaining any proposed deviation.

| 1    | GENERAL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Bidders<br>Initials |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 1.1  | The contract for these services, if awarded, shall be for <b>twelve (12) months (November 1, 2026 – October 31, 2027)</b> . Any and all financial obligations of The Woodlands Township under a proposed contract are conditional as they relate to a yearly appropriation during the annual budget process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                     |
| 1.2  | Within (90) days before the expiration of the Initial Term (August 2, 2027), The Woodlands Township may give written notice to Contractor of its desire to extend the Agreement (the “Renewal Notice”) for an additional period of time. (the “Renewal Term”). If The Woodlands Township delivers the Renewal Notice, the Parties shall within thirty (30) days from the date of receipt of the Renewal Notice, use good faith efforts to negotiate the terms and conditions of the Renewal Term. Any agreed upon Renewal Terms shall be in writing and executed as a Modification of the Agreement. In the event the Parties are unable to agree upon the terms and conditions for the Renewal Term, then the Agreement shall expire upon the expiration of the current Term or otherwise terminate pursuant to the terms of the Agreement. Renewal Terms will be limited to a maximum of two (2), one (1) year renewal periods. |                     |
| 1.3  | The Woodlands Township reserves the right to reject any or all bids, including without limitation the rights to reject any or all nonconforming, non-responsive, unbalanced or conditional bids and to reject the bid of any bidder if The Woodlands Township believes that it would not be in the best interest of the project to make an award to that bidder, whether because the bid is not responsive or the bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by The Woodlands Township.                                                                                                                                                                                                                                                                                                                                                         |                     |
| 1.4  | The Woodlands Township also reserves the right to waive all informalities and defects in the bids and the bidding process not involving price, time of submittal or changes in the work and to negotiate contract terms with the successful bidder. Discrepancies between the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. Discrepancies between words and figures will be resolved in favor of the words. In case of ambiguity or lack of clarity in stating the prices in the bid, The Woodlands Township reserves the right to consider the most advantageous bid thereof or to reject the bid.                                                                                                                                    |                     |
| 1.5  | Prospective Bidders may obtain a bid package including specifications and bidding documents from The Woodlands Township website, online at <a href="http://www.thewoodlandstownship-tx.gov/bids">www.thewoodlandstownship-tx.gov/bids</a> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                     |
| 1.6  | Bidders should carefully examine the bid documents, specifications and other documents, visit the sites of the work, field verify quantities and fully inform themselves as to all conditions and matters which can in any way affect the work or the cost thereof. Should a bidder find discrepancies in or omissions from specifications, or other documents, or be in doubt as to their meaning, he should at once notify The Township and obtain clarification prior to submitting a bid.                                                                                                                                                                                                                                                                                                                                                                                                                                     |                     |
| 1.7  | Addenda to the specifications shall be considered part of the contract documents. Bidder shall acknowledge receipt of addenda on the Bid Proposal Form. Oral and other interpretations or clarifications will be without legal effect.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                     |
| 1.8  | Any qualification or exception submitted by the contractor pertaining to the specifications and bid items may be cause for rejection of bid. (A conditional bid may be cause for rejection.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                     |
| 1.9  | The Contractor’s bid shall include unit prices as outlined in the Bid Tabulation Form. Quantities required and listed are substantially correct, but The Woodlands Township reserves the right to increase and/or decrease the amount of work to be done by any amount at the same unit cost bid.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                     |
| 1.10 | There will be no public bid opening; however, bid tabulations and related bid documents will be released once the appropriate staff has reviewed and approved them.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |

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| 1.11 | ANY ALTERATIONS, ADDITIONS OR DELETIONS, TO EITHER THE INSTRUCTIONS TO BIDDERS, OR THE PROPOSAL FORM SHALL CONSTITUTE THE BID(S) AS UNACCEPTABLE.                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 1.12 | It is understood, that in addition to the items outlined in this bid package, The Woodlands Township's facilities, offices, terminals, parks, pools and sports fields are continually growing and the successful contractor must be capable of handling contract additions throughout the term of the contract to the same standards, frequencies and expectations outlined herein.                                                                                                                                                                           |  |
| 1.13 | Contractor shall be capable of receiving communication by email, or via phone call/message/app.                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| 1.14 | Contractor shall provide all equipment, labor, trucks, and material necessary to perform the required service. No equipment, material or personnel shall be provided by The Township to Contractor unless agreed upon in advance in writing by the Township.                                                                                                                                                                                                                                                                                                  |  |
| 1.15 | Upon each site visit, contractor shall remove all rubbish, waste and discarded material that is a result of their services provided to the Township. Contractor is solely responsible for cleanup and removal of all hazardous materials and related spills or contamination related to this event. Vendor will have a documented safety plan for all types of hazards. If Contractor fails to comply with this obligation, and the Township is required to remedy, the Contractor agrees to reimburse the Township for all expenses incurred for the remedy. |  |
| 1.16 | Each employee will be identified by a company uniform (shirt, pants or cap) and vehicles will be clean, and all marked with company name.                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| 1.17 | Contractor shall behave and operate in an environmentally sound and professional way, as to not create damage or cause exposure by virtue of negligence or omission.                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 1.18 | Equipment must be well maintained and in good condition.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 1.19 | Transportation of staff and equipment shall be done only in vehicles marked with contractor's company logo unless agreed in writing by Township staff.                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| 1.20 | Safety of residents and visitors is of the utmost importance. It will be the contractor's responsibility to secure areas in and around where the work is taking place.                                                                                                                                                                                                                                                                                                                                                                                        |  |
| 1.21 | Service can only be requested by authorized Township personnel in the Environmental Services Department with contractor-required certifications to complete shipping documentation, which may include but not be limited to 49 CFR Certification.                                                                                                                                                                                                                                                                                                             |  |
| 1.22 | Contractors shall understand that one of the main emphases of this community is the preservation of the natural existing environment which includes the trees, bushes, wildflowers and wildlife, and to enhance it by additional landscaping and the development of the lakes and open space. No trees, shrubs or vegetation should be unnecessarily removed or damaged. No trash, lumber, etc. can be dumped in the woods. No vehicles, etc. can be parked except in handicapped spaces or park reserves.                                                    |  |
| 1.23 | Any measurements contained herein should only be used as an estimate. Contractor is responsible for accurate measurement of all items. All potential bidders should examine areas included in this bid to ensure accurate measurements and price quotes.                                                                                                                                                                                                                                                                                                      |  |
| 1.24 | Contractor is responsible for obtaining such supplies, materials and parts if not provided directly by the Township. Such supplies, materials and parts shall be of good quality and the cost of such shall be billed as reflected in the proposal from the Contractor.                                                                                                                                                                                                                                                                                       |  |
| 1.25 | Service location is public and extremely sensitive to disruption. Contractor must ensure the general public and user's safety when performing services in and around all locations.                                                                                                                                                                                                                                                                                                                                                                           |  |
| 1.26 | Contractor shall not employ any subcontractor to fulfill any of the Contractor's obligations, in whole or in part, without the prior express written approval of The Woodlands Township and shall fully indemnify and defend the Township for any acts or omissions of any such sub-contractor.                                                                                                                                                                                                                                                               |  |
| 1.27 | All maintenance operations shall be performed by the approved contractor or sub-contractor. A list of sub-contractors shall be submitted with the bid.                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| 1.28 | Contractor is responsible for damage to persons and property caused during the performance of contracted work.                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |

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| 1.29     | The Contractor will be held responsible for any damages to trees, plants, shrubs, fences, walls, brick, pavers, bollards, glass, etc. that is caused by the Contractors errors or their failure to comply with the requirements of these specifications and will be assessed a fee. Values will be based on The Township's assessment and/or appraisal in accordance to Council of Tree and Landscape Appraisers or other mutually agreeable source.                                                                                                                                                                                                                                                                                                                                         |                             |
| 1.30     | If through inspection and verification, in The Woodlands Township opinion, work as defined by the specifications has been carried out to an insufficient standard, the work shall be carried out again by the Contractor without creating a backlog to other maintenance scheduled and at the expense of the Contractor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                             |
| 1.31     | **In the event the Contractor fails to accomplish any task under this scope of work, The Woodlands Township will provide reasonable written notice to take corrective action. If the Contractor does not perform the service, The Woodlands Township may, at its option, cause the non-performed tasks to be accomplished through another source and deduct the cost of such from the amount normally due to the contractor for that monthly period based on the Supplemental Unit Prices                                                                                                                                                                                                                                                                                                    |                             |
| <b>2</b> | <b>LAWS, REGULATIONS, AND INSURANCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Bidders<br/>Initials</b> |
| 2.1      | Please be advised that in accordance with State of Texas Local Government Code Chapter 176, Bidder must submit Form CIQ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |
| 2.2      | In compliance with State of Texas Government Code, Section 2252.908, the successful business entity awarded a contract by the Board of Directors of The Woodlands Township must complete Form 1295 – "Certificate of Interested Parties" – and must provide a signed and notarized printed copy of the form and a separate certification of filing. The form can be found at <a href="http://www.ethics.state.tx.us">www.ethics.state.tx.us</a>                                                                                                                                                                                                                                                                                                                                              |                             |
| 2.3      | At Contractor's own cost and expense, Contractor shall comply with all laws, ordinances, rules, and regulations of the federal, state and local and OSHA authorities and departments relating to or affecting the work hereunder, and shall secure and obtain any and all permits, licenses and consents as may be necessary in connection therewith.                                                                                                                                                                                                                                                                                                                                                                                                                                        |                             |
| 2.4      | Traffic control, where and when needed, must meet the requirements of all state and local laws and regulations shall be included as part of the unit cost.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                             |
| 2.5      | All work, repairs, preventative maintenance and installations shall be made in compliance with the appropriate Certifications, Laws, and Codes as adopted by the State of Texas.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                             |
| 2.6      | Contractor shall provide The Woodlands Township acceptable proof of insurance and endorsement forms which meets the requirements as identified herein. Proof of Insurance must be provided before any work is to begin.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |
| 2.7      | In addition to the Insurance Requirements in Exhibit G, contractor shall procure and maintain for the duration of this agreement Contractor's Pollution Liability (CPL) insurance with limits of not less than \$1,000,000 each occurrence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                             |
| <b>3</b> | <b>INSTRUCTIONS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Bidders<br/>Initials</b> |
| 3.1      | Contractors should, if reasonably able, visit the event location in their own time in order to best determine scope and expectations: The Woodlands Township strongly encourages all bidders to familiarize themselves with facilities and locations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                             |
| 3.2      | <b>INTERPRETATIONS AND ADDENDA-</b> All questions about the meaning or intent of the Bidding Documents and the Contract Documents shall be submitted in writing to Grace DeCarlo, Environmental Education Coordinator at <a href="mailto:gdecarlo@thewoodlandstownship-tx.gov">gdecarlo@thewoodlandstownship-tx.gov</a> . Interpretations, questions, or clarifications will be considered by the Township and if necessary be responded to by issuance of an Addendum. All questions are to be received no later than <b>Friday, August 7, 2026 at 5:00 p.m. CST</b> . Only answers issued by Addenda will be binding. All addendums will be posted on The Woodlands Township website <a href="http://www.thewoodlandstownship-tx.gov/bids">http://www.thewoodlandstownship-tx.gov/bids</a> |                             |

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| 3.3 | <b>Sealed bids</b> , addressed to The Woodlands Township, 2801 Technology Forest Blvd, The Woodlands, Texas 77381, Attention: Grace DeCarlo, Environmental Education Coordinator, must be received at the above address no later than <b>Friday, August 21, 2026 at 5:00 p.m. CST</b> for furnishing all labor, materials, supplies, equipment, licensing, supervision and performing all work necessary to provide The Woodlands Township based on the bid documents in The Woodlands Township, Montgomery and Harris Counties, Texas. Bids shall be submitted in sealed envelopes using the blank Proposal forms furnished with this bid package. |                         |
| 3.4 | Each sealed envelope containing the bid(s) must be clearly marked on the outside <b>BID for Household Hazardous Waste Drive-Thru Event</b><br>Contract Number: C-2026-0465<br>and the envelope should bear on the outside the name of the bidder and company their address.                                                                                                                                                                                                                                                                                                                                                                         |                         |
| 3.5 | All companies bidding on this project must include the information outlined in the <b>ITEMS TO BE INCLUDED IN BID SUBMITTAL</b> such as bid checklist, bid bond, statement of qualifications, list of subcontractors, list of equipment, references, list of proposed equipment, licenses, insurance requirements, and other items requested in this bid document.                                                                                                                                                                                                                                                                                  |                         |
| 3.6 | All Bids must be made on the required BID TABULATION FORM. All blanks spaces for BID prices must be filled in, in ink or typewritten, and the BID form must be fully completed and executed when submitted.                                                                                                                                                                                                                                                                                                                                                                                                                                         |                         |
| 3.7 | Bidder is required to submit three (3) references of previous projects of similar or like nature size/value.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                         |
| 3.8 | Contractor shall demonstrate, with the submittal of their bid, valid and current third-party certification to the following standards: <ul style="list-style-type: none"> <li>- OSHA Hazardous Waste Operations and Emergency Response (HAZWOPER) Certification</li> <li>- Environmental Protection Agency Identification Number</li> </ul>                                                                                                                                                                                                                                                                                                         |                         |
| 4   | <b>INVOICING AND PAYMENT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Bidders Initials</b> |
| 4.1 | Unit prices shall remain in effect for the length of this agreement (November 1, 2026 – October 31, 2027). Unit prices shall be inclusive of all charges (staff time, application equipment, disposal, truck charges, environmental charges, traffic control, etc.)                                                                                                                                                                                                                                                                                                                                                                                 |                         |
| 4.2 | Evaluation of bid takes into account the following considerations: price, references, familiarization with The Woodlands, etc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                         |
| 4.3 | THIS IS A TAX-EXEMPT CONTRACT. A TAX EXEMPTION CERTIFICATE WILL BE SUPPLIED TO THE CONTRACTOR WHO MAY THEN ISSUE A RESALE CERTIFICATE TO SUPPLIERS AND SUBCONTRACTORS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                         |
| 4.4 | All invoices shall include or be accompanied by the following information: <ul style="list-style-type: none"> <li>- Documentation confirming all collected materials were transported and disposed of in compliance with the Resources Conservation and Recovery Act, the Occupational Safety and Health Administration, and all applicable regulatory standards and requirements</li> <li>- Type and units of all hazardous waste transported and disposed</li> <li>- All freight shipping costs and applicable waste disposal charges</li> <li>- Units of hazardous waste should be reflected as accurately as possible</li> </ul>                |                         |
| 4.5 | The Township will remit payment for each invoice to Contractor within 30 days of receipt of an approved Invoice, unless the Township disputes any portion of the Invoice, and the Contractor is not in default under the provisions of this contract.                                                                                                                                                                                                                                                                                                                                                                                               |                         |
| 4.6 | Contract payment will be per service, based on a detailed invoice provided to The Township from the selected Contractor. The billing of services is per service as requested, within 14 days of the provided service.                                                                                                                                                                                                                                                                                                                                                                                                                               |                         |
| 5   | <b>SCOPE OF WORK</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Bidders Initials</b> |

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| 5.1 | <p>Details for 2026 Household Hazardous Waste Drive-Thru event:</p> <ul style="list-style-type: none"> <li>- <b>Date:</b> Saturday, November 21, 2026</li> <li>- <b>Location:</b> Sterling Ridge Park &amp; Ride – 8001 McBeth Way, The Woodlands, Texas 77381</li> <li>- <b>Event Time:</b> 9 a.m. to 1 p.m.</li> <li>- Contractor shall be set up and event ready by 8:30 a.m.</li> <li>- Contractor shall depart from event location no later than 2 p.m.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 5.2 | Per The Woodlands Township’s Event/Program Cancellation Standard Operating Procedure (SOP), this event may be cancelled or postponed. Notice will be provided by 6 a.m. on November 21, 2026. If rescheduled, the selected bidder shall provide all services on the alternate date of Saturday, December 5, 2026, at the original bid pricing.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| 5.3 | Township staff shall provide contractor with a site map and any relevant event information no later than seventy-two (72) hours prior to the event date.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| 5.4 | All work conducted by contractor staff in the service of this event shall be performed in compliance with the Resources Conservation and Recovery Act, Title 40 of the Code of Federal Regulations (40 CFR), the Occupational Safety and Health Administration, and all applicable local and federal regulatory standards and requirements.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 5.5 | Township staff, police officers and volunteers shall manage the flow of vehicle traffic to the waste collection point and maintain accurate count of event patron vehicles.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 5.6 | <p>Throughout the event’s duration, contractor staff shall:</p> <ul style="list-style-type: none"> <li>- Unload waste materials from event patron vehicles</li> <li>- Safely deposit all collected waste in the contractor provided vehicle or designated receptacle</li> <li>- Take immediate action to contain and clean up any hazardous waste discharge so that it no longer presents a hazard to human health or the environment</li> <li>- Maintain an accurate manifest of all materials including information on material type, total units collected and estimated disposal cost (all applicable fees and shipping included)</li> <li>- Report accurate manifest details to Township staff upon request</li> <li>- Immediately stop collection upon notification from authorized Environmental Services Department personnel that capacity has been reached.</li> </ul> |  |
| 5.7 | <p>Contractor shall provide collection and disposal services for the following waste types:</p> <ul style="list-style-type: none"> <li>- Aerosols (Including Spray Foam)</li> <li>- Antifreeze</li> <li>- Corrosives</li> <li>- Fire Extinguishers</li> <li>- Flammables (Solid and Liquid, including Arsenic)</li> <li>- Fluorescent Bulbs</li> <li>- HID Bulbs</li> <li>- Latex Paint</li> <li>- Mercury</li> <li>- Motor Oil</li> <li>- Oil-Based Paint</li> <li>- Oil Filters</li> <li>- Oxidizers</li> <li>- Poisons (Solid and Liquid)</li> <li>- Propane (1 lb. and 20 lb.)</li> <li>- Reactives</li> </ul>                                                                                                                                                                                                                                                               |  |
| 5.8 | Contractor shall divert from disposal any materials collected under this Contract that are suitable for recycling, recovery, reclamation, reuse, or other beneficial reuse. Disposal shall be used only for materials that cannot be safely or lawfully recycled or otherwise diverted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 5.9 | It will be the contractor’s responsibility to ensure the safety of its employees throughout the event, set-up and tear-down included.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |

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| 5.10 | At the event's conclusion, all material collected by the contractor shall be immediately transported to the designated hazardous waste disposal/recycling facility.                                                                                                                                                                                                                                                                                              |  |
| 5.11 | Contractor shall ensure all collected waste materials are disposed or recycled in accordance with industry best practices and regulatory standards. All disposal and recycling operations must comply with EPA Universal Waste regulations, state environmental requirements and accepted industry standards for hazardous waste disposal.                                                                                                                       |  |
| 5.12 | The Township may, at its sole discretion, request one (1) additional service date during the initial term of the Contract. Any such additional service date must be mutually agreed upon in writing via a formal contract amendment. If approved, the Contractor shall perform all services under the terms, conditions and unit pricing established in the original Contract. The Township does not guarantee that an additional service day will be requested. |  |

## Bid Tabulation Form

Bidder shall complete each section of the Bid Tabulation Form with a specified cost per item listed. Bid Prices shall be firm for 90 days from bid opening. Please note The Woodlands Township may refer to this list when requesting services for each event as needed.

| Pricing Matrix                                   | Estimated 2026 Quantities* | Price** | Notes |
|--------------------------------------------------|----------------------------|---------|-------|
| Aerosols                                         | 5 cubic yards              |         |       |
| Aerosols-Spray Foam                              | 55 gallons                 |         |       |
| Antifreeze                                       | 110 gallons                |         |       |
| Corrosives                                       | 660 gallons                |         |       |
| Fire Extinguishers                               | 22 fire extinguishers      |         |       |
| Flammables (liquid)                              | 550 gallons                |         |       |
| Flammables (solid)                               | 5 cubic yards              |         |       |
| Flammables (solid with arsenic D004 designation) | 5 gallons                  |         |       |
| Fluorescent Bulbs                                | 250 pounds                 |         |       |
| HID Bulbs                                        | 50 pounds                  |         |       |
| Latex Paint                                      | 125 cubic yards            |         |       |
| Mercury                                          | 10 gallons                 |         |       |
| Motor Oil                                        | 825 gallons                |         |       |
| Oil-Based Paint                                  | 22 cubic yards             |         |       |
| Oil Filters                                      | 55 gallons                 |         |       |
| Oxidizers                                        | 275 gallons                |         |       |
| Poison solids                                    | 2 cubic yards              |         |       |
| Poison liquids                                   | 1,980 gallons              |         |       |
| Propane (1 lb.)                                  | 74 cylinders/tanks         |         |       |
| Propane (20 lb.)                                 | 32 cylinders/tanks         |         |       |
| Reactives                                        | 15 gallons                 |         |       |

\*Estimated figures above based on past similar events and cannot be guaranteed

\*\*Quoted prices shall be for recycling of specified waste type where applicable. Bidder shall indicate if quoted prices are for alternative processing method (incineration, treatment, landfill, etc.)

| Combined cost for 4-hour collection event (estimated 800 vehicles in attendance) | Total Cost |
|----------------------------------------------------------------------------------|------------|
| Supplies                                                                         |            |
| Staffing/Personnel                                                               |            |
| Mobilization & Truck Fees (including fuel charges)                               |            |
| Other applicable costs (please specify)                                          |            |

### Total Event Cost =

*Total Event Cost = Estimated quantities + Supplies + Staffing + Mobilization + Other*

Please provide your Environmental Protection Agency identification number below.

**Environmental Protection Agency Identification Number:**

**Please provide proof of OSHA Hazardous Waste Operations and Emergency Response (HAZWOPER) Certification with this form**

## Exhibit A - Bid Certification

I, \_\_\_\_\_, certify that this bid, including the listed unit price in the bid tabulation, is made without prior understanding, agreement or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment and is in all respects fair and without collusion of fraud. I agree to honor the unit prices as submitted throughout the term of the **Household Hazardous Waste Drive-Thru Event contract**.

**Contract Numbers: C-2026-0465**

and abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Cell Phone Number

## Exhibit B - Addendum Acknowledgement

Please acknowledge by signing and dating that you have seen the addenda posted with the bid on <http://www.thewoodlandstowship-tx.gov/bids>.

Addenda #1 \_\_\_\_\_ Date Received \_\_\_\_\_/\_\_\_\_\_/2026  
MM DD

Addenda #2 \_\_\_\_\_ Date Received \_\_\_\_\_/\_\_\_\_\_/2026  
MM DD

Addenda #3 \_\_\_\_\_ Date Received \_\_\_\_\_/\_\_\_\_\_/2026  
MM DD

# Exhibit C - Conflict of Interest Questionnaire

| <b>CONFLICT OF INTEREST QUESTIONNAIRE</b><br><b>For vendor doing business with local governmental entity</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                     | <b>FORM CIQ</b> |
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| <p><b>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</b></p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>                                                                                                                                                                                                                                                                                                                                                                                                       | <div style="text-align: center; border-bottom: 1px solid black; padding-bottom: 2px;"><b>OFFICE USE ONLY</b></div> <div style="padding: 5px;"> Date Received </div> |                 |
| <div style="border: 1px solid black; padding: 2px;"> <b>1</b> Name of vendor who has a business relationship with local governmental entity. </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                     |                 |
| <div style="border: 1px solid black; padding: 2px;"> <b>2</b> <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.) </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                     |                 |
| <div style="border: 1px solid black; padding: 2px;"> <b>3</b> Name of local government officer about whom the information is being disclosed. </div> <div style="text-align: center; margin-top: 10px;"> <hr style="width: 50%; margin: 0 auto;"/> Name of Officer </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                     |                 |
| <div style="border: 1px solid black; padding: 2px;"> <b>4</b> Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary. </div> <div style="margin-top: 20px;"> <p>A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> <p>B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?</p> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div> |                                                                                                                                                                     |                 |
| <div style="border: 1px solid black; padding: 2px;"> <b>5</b> Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more. </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                     |                 |
| <div style="border: 1px solid black; padding: 2px;"> <b>6</b> <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1). </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                     |                 |
| <div style="border: 1px solid black; padding: 2px;"> <b>7</b> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 60%;"> <hr style="width: 80%; margin: 0;"/> Signature of vendor doing business with the governmental entity </div> <div style="width: 35%;"> <hr style="width: 80%; margin: 0;"/> Date </div> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                     |                 |

**CONFLICT OF INTEREST QUESTIONNAIRE**  
**For vendor doing business with local governmental entity**

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

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(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

## Exhibit D -References

Please provide information from three (3) references of similar work scope, representing experience within the past five (5) years:

1. Agency/Company:

Contact Name:

Contact Phone:

Estimated Project/Contract Value:

Products delivered:

2. Agency/Company:

Contact Name:

Contact Phone:

Estimated Project/Contract Value:

Products delivered:

3. Agency/Company:

Contact Name:

Contact Phone:

Estimated Project/Contract Value:

Products delivered:

### Exhibit E –Statement of Qualifications

DATE SUBMITTED \_\_\_\_\_

All questions must be answered, and the data given must be clear and comprehensive. **This statement must be notarized.** If necessary, questions may be answered on separate attached sheets. The Firm may submit any additional information that is pertinent.

1. Name of Firm - \_\_\_\_\_
2. Permanent main office address - \_\_\_\_\_
3. If a corporation, where incorporated - \_\_\_\_\_
4. Contracts on hand (show gross dollar amount of each contract and the anticipated date of completion):

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5. Are you licensed as Contractor in the State of Texas?  
Yes\_\_\_\_ No\_\_\_\_ If "Yes", please provide Contractor numbers?

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6. General character of work performed by your firm - \_\_\_\_\_

7. Has your firm ever failed to complete any work awarded to you?  
Yes\_\_\_\_ No\_\_\_\_ If "Yes", where and why?

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8. Has your firm ever defaulted on a contract?  
Yes\_\_\_\_ No\_\_\_\_ If "Yes", where and why?

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9. Are any lawsuits pending against you or your firm at this time?  
Yes\_\_\_\_ No\_\_\_\_ If "Yes", PROVIDE DETAILS.

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10. Have any charges been filed against you or your firm or the bidding entity with the Texas Office of Contract Compliance, the Equal Opportunity Commission, the State of Texas Civil Rights Commission, or any other similarly constituted entity charges by any state or local government with the enforcement of anti-discrimination legislation or regulations?

Yes\_\_\_\_ No\_\_\_\_ If "Yes", PROVIDE DETAILS.

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11. The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the Associations in verification of the recitals compromising this Statement of Bidder's Qualifications.

DATED AT \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

(SEAL)

\_\_\_\_\_  
(Name of Bidder)

By \_\_\_\_\_

(Signature)

Title \_\_\_\_\_

**Exhibit F – Subcontractors**

**LIST OF SUBCONTRACTORS (Required with Bid Submittal)**

Please list all subcontractors to be used and work that they will perform as part of this bid. Bidder certifies that all Subcontractors listed are eligible and legally able to perform the Work.

Subcontractor's Name

Subcontractor's Type of Work

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***If no Subcontractors are to be used, please make this page with the word NO SUBCONTRACTORS WILL BE USED***

The Contractor whose Bid is accepted shall not substitute for a Subcontractor who is named herein, without written approval from The Woodlands Township.

## Exhibit G - Insurance Requirements

Contractor agrees to procure and maintain at all times, at Contractor's sole cost and expense, during the performance of the Work and for so long as this Contract remains in effect, policies of insurance with carriers reasonably acceptable to the Township in the minimum amounts outlined below:

- a. Worker's compensation and employer's liability coverage complying with the applicable laws of the State of Texas, covering all employees, agents and representatives of Contractor and all Subcontractors engaged in any manner in performance of the Work. Employer's liability coverage shall have a minimum limit of \$1,000,000 for liability arising out of any accident related to the Work.
- b. Comprehensive general liability insurance, including Contractor's protective liability, in Contractor's name, with combined bodily injury and property damage of not less than \$1,000,000 per occurrence, and will include, without limitation, the following coverages:
  - (1) XCU Coverage,
  - (2) Contractual Liability Coverage,
  - (3) Completed Operations and/or Products Liability Coverage, commencing with issuance of Final Certificate for Payment, and extending for at least two (2) years from that date, and
  - (4) (X), (C) and (U) exclusions shall be removed.
- c. Comprehensive Automobile Liability Insurance, with combined single limit bodily injury and property damage of not less than \$1,000,000 per occurrence. Such coverage shall include owned, hired and non-owned vehicles of Contractor or Contractor's employees, agents, representatives or Subcontractors.
- d. Cyber Risk Insurance (including professional oversight liability) covering acts, errors, and omissions arising out of operations or services with minimum limits of \$1,000,000 per occurrence, \$2,000,000 annual aggregate.
- e. All insurance policies required by this Paragraph 7 shall contain a clause waiving any right of subrogation against The Woodlands Township. Insurance policies under (b), and (c), shall include The Woodlands Township as an additional insured.
- f. With reference to the foregoing insurance requirement, Contractor shall specifically endorse applicable insurance policies as follows:
  - (1). The Woodlands Township shall be named as an additional insured with respect to General Liability and Automobile Liability.
  - (2). Additional insured for The Woodlands Township should be on a primary and non-contributory basis.
  - (3). All liability policies shall contain no cross-liability exclusions or insured versus insured restrictions.
  - (4). A waiver of subrogation in favor of The Woodlands Township shall be contained in the Workers Compensation and all liability policies.

- (5). All insurance policies shall be endorsed to require the insurer to immediately notify The Woodlands Township of any material change in the insurance coverage.
- (6). All insurance policies shall be endorsed to the effect that The Woodlands Township will receive at least thirty- (30) days' notice prior to cancellation or non-renewal of the insurance.
- (7). All insurance policies, which name The Woodlands Township as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.
- (8). Required limits may be satisfied by any combination of primary and umbrella liability insurances.
- (9). Contractor may maintain reasonable and customary deductibles, subject to approval by The Woodlands Township.
- (10). Insurance must be purchased from insurers that are financially acceptable to The Woodlands Township.
- (11). Transmittal of proof of insurance should reference the Woodlands Township contract number (as listed in the footer below).

All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting the following:

- a. Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.
- b. Shall specifically set forth the notice-of-cancellation or termination provisions to The Woodlands Township.
- c. All contractors and Subcontractors must be meeting minimum OSHA safety requirements as applicable to their operations.

Contractor shall, before the Contract is signed, and at any time following execution thereof at the request of the Township, furnish the Township with a certificate and proof of such additional endorsements or other documentary evidence that the aforementioned insurance policies have been procured with such additional endorsements, that premiums have been paid and that such policies remain in place. Such certificate or other evidence shall bear an agreement that the Township will be given thirty (30) days prior written notice by the Insurance Company furnishing the certificate before the insurance is cancelled or changed in any manner or for any reason during the period of coverage as stated on the certificate.

The Township reserves the right to change the type of insurance required, limits required, and/or endorsements required as the Township sees fit.

## Exhibit H -Bid Submission Checklist

***Only items marked with YES are applicable to this bid***

***If additional information is needed, please contact the project coordinator identified in this document***

***Vendor must initial each required task as it is completed.***

***Vendor must include this form as the cover page to the bid submittal.***

|                                                                                                                                            |                                                                                                                                                        |                                                   |          |                                                                                                                                                                    |                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>Vendor Name:</b>                                                                                                                        |                                                                                                                                                        |                                                   |          |                                                                                                                                                                    |                                                   |
| <b>Individual submitting:</b>                                                                                                              |                                                                                                                                                        |                                                   |          |                                                                                                                                                                    |                                                   |
| <b>Contract Number</b>                                                                                                                     |                                                                                                                                                        |                                                   |          |                                                                                                                                                                    |                                                   |
| Required                                                                                                                                   | Item                                                                                                                                                   | Bidder has included in Submitted Packet (Initial) | Required | Item                                                                                                                                                               | Bidder has included in Submitted Packet (Initial) |
| YES                                                                                                                                        | General Specifications and Acknowledgement                                                                                                             |                                                   | YES      | <b>Notarized</b> Statement of Bidders Qualifications                                                                                                               |                                                   |
| YES                                                                                                                                        | Bid Tabulation Form                                                                                                                                    |                                                   | NO       | Bid Bond-2% of value of bid                                                                                                                                        |                                                   |
| YES                                                                                                                                        | Bid Certification                                                                                                                                      |                                                   | YES      | Sub-Contractor List                                                                                                                                                |                                                   |
| YES                                                                                                                                        | Addendum Acknowledgment                                                                                                                                |                                                   | YES      | <b>Signed</b> Conflict of Interest Questionnaire (CIQ)                                                                                                             |                                                   |
| NO                                                                                                                                         | Staffing and Operations Plan                                                                                                                           |                                                   | YES      | Proof of HAZWOPER certification and Environmental Protection Agency Identification Number                                                                          |                                                   |
| YES                                                                                                                                        | References                                                                                                                                             |                                                   |          |                                                                                                                                                                    |                                                   |
| <b>After awarded the following documents must be provided-<br/>Initial if you are prepared to provide these after awarded, as required</b> |                                                                                                                                                        |                                                   |          |                                                                                                                                                                    |                                                   |
| Required                                                                                                                                   |                                                                                                                                                        | Acknowledged                                      | Required |                                                                                                                                                                    | Acknowledged                                      |
| YES                                                                                                                                        | <b>Form 1295 – “Certificate of Interested Parties”</b>                                                                                                 |                                                   | NO       | <b>Payment Bond</b><br>This applies to bids that exceed \$25,000                                                                                                   |                                                   |
| NO                                                                                                                                         | <b>Performance Bond Requirements.</b><br>This applies to bids that exceed \$25,000                                                                     |                                                   | YES      | <b>Worker’s Compensation</b><br>Check if you are prepared to provide this after award, inclusive of endorsement forms, as required, if applicable                  |                                                   |
| YES                                                                                                                                        | <b>General Liability and Auto</b><br>Check if you are prepared to provide this after award, inclusive of endorsement forms, as required, if applicable |                                                   | YES      | <b>Contractor’s Pollution Liability (CPL)</b><br>Check if you are prepared to provide this after award, inclusive of endorsement forms, as required, if applicable |                                                   |

***It is the vendor’s responsibility to be thoroughly familiar with all bid requirements and specifications***

|                     |                     |
|---------------------|---------------------|
| Staff Initial _____ | Staff Initial _____ |
| Date & Time _____   | Date & Time _____   |