



Procurement Services

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**Date:** June 1, 2023  
**To:** Memo to the File  
**From:** Neil Cutler, Procurement Manager  
**Subject:** Memo to the File  
**Contract:** Contract #22-ODU-24-CCC - Non-Hazardous waste removal

This 'Memo to the File' is to note the assignment of contract from WB Waste Solutions to Meeks Disposal, LLC. Please see the attached acquisition letter from Meeks Disposal and the confirming e-mail from WB Waste.

The University was notified by the above referenced parties, in which WB Waste Solutions sold its assets to Select Recycle Waste Services (SRWS) a.k.a. Meeks Disposal and further agreed to acquire this contract by assigning all rights from WB Waste Solutions, LLC, to the following:

Meeks Disposal LLC  
P.O. Box 6419  
1500 Steel Street  
Chesapeake, VA 23323

All other terms and conditions of this contract remain unchanged and in full force and effect.

**Cc:** Harvey Logan, Contract Administrator  
Edsel Laririt, Procurement Analyst



April 30, 2023

To Our Valued Customers,

WB Waste would like to thank you for your partnership for your Waste and Recycling needs. We are writing to share the news that, effective May 1, 2023, WB Waste Solutions sold its assets in the Chesapeake, Virginia area to Select Recycle Waste Services (SRWS), a locally owned business based in Chesapeake. This sale also included the operation of the MRF (Material Recovery Facility) located at 1500 Steel St. WB Waste has been working with SRWS to ensure a smooth transition for you.

You can expect to receive communication from SRWS in the upcoming weeks, and your final invoice from WB Waste for services through April 30, 2023, will be received in the next week.

**Please remit payments to WB Waste at 1701 Olive St. Capital Heights, MD 20743 for all services through April 30, 2023.**

If you have any questions or concerns, please feel free to reach out to us at 410-768-1900 or SRWS at 757-399-1900. Thank you again for being a WB Waste customer. It has been our pleasure to serve you.

Sincerely,

*Michael Caldarella*

Michael Caldarella  
WB Waste Solutions, LLC

WB Waste Solutions, LLC  
1701 Olive Street  
Capitol Heights, MD 20743

**From:** [Christopher Carnesi](#)  
**To:** [Cutler, Clifton C.](#)  
**Cc:** [Logan, Harvey D.](#)  
**Subject:** RE: Contract #22ODU-24-CCC - Non-Hazardous Waste Removal and Disposal - Assignment of Contract  
**Date:** Thursday, May 18, 2023 11:32:39 AM  
**Attachments:** [image001.png](#)  
[image003.png](#)

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**EXTERNAL to ODU:** This email is not from an ODU account. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon to all, yes this is accurate as Meeks disposal and SWRS are one and the same.



**Christopher Carnesi**

**Senior Manager / Major Accounts**

**O :** (443) 550-7634 Ext :1045

**M:** (301) 343-4981

**CS:** (410) 768-1900 Option 1

**E:** [ccarnesi@wbwaste.com](mailto:ccarnesi@wbwaste.com)

[www.wbwaste.com](http://www.wbwaste.com)

1701 Olive St. Capitol Heights MD 20743

### Helping Create Greener, Healthier Communities

*All of our customers now have the ability to view their invoices, pay their bills, schedule services and more!*

[Please register for our online portal by clicking here.](#)

#### CONFIDENTIALITY NOTICE:

The information contained in this facsimile or electronic message, including any attachments, may contain confidential information intended for the use of the individual or entity named above. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination or copying of this communication is strictly prohibited. If you have received this facsimile or electronic message in error, please immediately notify us by telephone or email and return or destroy the original message to assure that it is not read, copied, or distributed by others.

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**From:** Cutler, Clifton C. <CCutler@odu.edu>  
**Sent:** Thursday, May 18, 2023 8:13 AM  
**To:** Christopher Carnesi <ccarnesi@wbwaste.com>  
**Cc:** Logan, Harvey D. <hlogan@odu.edu>  
**Subject:** FW: Contract #22ODU-24-CCC - Non-Hazardous Waste Removal and Disposal - Assignment of Contract

Good morning,

Your communication letter conflicts with the contract assignment to SRWS. According to their acquisition letter, they are stating Meeks Disposal has acquired and purchased SB Waste Solutions assets.

Please confirm or acknowledge the acquisition of the assets / contract obligation of this sale.

Thanks in advance!

**Neil Cutler**, CPPO, CPPB, CUPO, VCO, VCCO  
Procurement Manager II | Department of Procurement Services  
Old Dominion University  
4401 Powhatan Avenue, Suite 111  
Norfolk, Virginia 23529  
Phone: (757) 683-3136  
Fax: (757) 683-5108  
Email: [ccutler@odu.edu](mailto:ccutler@odu.edu)  
[www.odu.edu/procurement](http://www.odu.edu/procurement)

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**From:** Christian Meeks Disposal <[christian@meeksdisposal.com](mailto:christian@meeksdisposal.com)>  
**Sent:** Tuesday, May 16, 2023 3:36 PM  
**To:** Cutler, Clifton C. <[CCutler@odu.edu](mailto:CCutler@odu.edu)>  
**Subject:** Re: Contract #22ODU-24-CCC - Non-Hazardous Waste Removal and Disposal - Assignment of Contract

**EXTERNAL to ODU:** This email is not from an ODU account. Do not click links or open attachments unless you recognize the sender and know the content is safe.

hey Neil,

Attached is the completed w9 and acquisition letter. Working on getting the rest for you.

Have a Great Day,  
Chrystian Morton  
Meeks Disposal  
(757) 399-1900  
1500 Steel St.  
Chesapeake, VA 23323

On Tue, May 16, 2023 at 2:55 PM Cutler, Clifton C. <[CCutler@odu.edu](mailto:CCutler@odu.edu)> wrote:

Good afternoon,  
Nice talking with you and we do appreciate all the your help and input at this time. In the meantime, in order to get our documentation and contract folder updated, the University needs the following for our file:

- SRWS acquisition letter;
- Certificate of Insurance with the following coverage requirements:

MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:

1. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the Commonwealth of increases in the number of employees that change their workers' compensation requirements under the Code of Virginia during the course of the contract shall be in noncompliance with the contract.
2. Employer's Liability - \$100,000.

3. Commercial General Liability - \$1,000,000 per occurrence. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The University must be named as an additional insured and so endorsed on the policy.

4. Automobile Liability - \$1,000,000 per occurrence.

In addition, the University needs to be named as an additional insured and so endorsed on the policy. Therefore, the 'Certificate Holder' box needs to include both 'Old Dominion University' and the 'Commonwealth of Virginia'.

Also, include "ADDL INSD" box checked for:

Commercial General Liability; and

Automobile Liability.

- W-9 form to be completed on form dated "Revised March 2022", see attached link:  
[https://www.doa.virginia.gov/forms/CVG/W9\\_COVSubstitute.pdf](https://www.doa.virginia.gov/forms/CVG/W9_COVSubstitute.pdf)
- Point of Contacts to include phone numbers/e-mail addresses, etc. from SRWS for service calls and contract regarded issues;
- Your eVA registration number, and;
- SWAM certification number (if applicable).

In the near future, you will see a contract modification detailing the changes from WB Waste Solutions to Select Recycling Waste Services (SRWS)

In addition, I have included the existing contract for your review and file.

Please contact us should you have any questions with regards to this transition.

We look forward in working with you and your company again!

Best Regards!

**Neil Cutler**, CPPO, CPPB, CUPO, VCO, VCCO

Procurement Manager II | Department of Procurement Services

Old Dominion University

4401 Powhatan Avenue, Suite 111

Norfolk, Virginia 23529

Phone: (757) 683-3136

Fax: (757) 683-5108

Email: [ncutler@odu.edu](mailto:ncutler@odu.edu)

[www.odu.edu/procurement](http://www.odu.edu/procurement)



May 11, 2023

Dear Valued Customer,

On May 1, 2023, Meeks Disposal Corporation (Meeks Disposal) completed the purchase of WB Waste Solutions (WB Waste)'s Hampton Roads assets. This transaction creates an organization with deep industry knowledge and experience with capabilities to serve customers across the greater Hampton Roads region.

Meeks Disposal is committed to working closely with its customers to provide customized solutions to meet their waste collection and recycling needs. We know our success is dependent on us providing the best service. In accordance with the terms of our service agreement, Meeks Disposal respectfully requests your consent to the assignment of that agreement by WB Waste to Meeks Disposal. Meeks Disposal acknowledges and understands that it will be bound by the same terms and conditions as WB Waste.

As we complete the integration of our businesses, be assured that we are committed to delivering the high level of service to which you are accustomed. Our goal is to make this a seamless transition for customers. Please do not hesitate to contact our Customer Service Department at 757-399-1900 with any questions you may have. We look forward to continuing to serve your needs.

Thank you for your continued support.

A handwritten signature in black ink, appearing to read "Danny Meeks", is written over a horizontal line.

Sincerely,

Danny Meeks

President, Meeks Disposal Corporation

Form **W-9**Commonwealth of Virginia  
Substitute W-9 Form

Revised March 2022

**Request for Taxpayer Identification  
Number and Certification**

## Section 1 - Taxpayer Identification

☐ Social Security Number (SSN)☒ Employer Identification Number (EIN)

9 2 3 8 7 8 0 4 5

Please select the appropriate Taxpayer Identification Number (EIN or SSN) type and enter your 9 digit ID number. The EIN or SSN provided must match the name given on the "Legal Name" line to avoid backup withholding. If you do not have a Tax ID number, please reference "Specific Instructions - Section 1." If the account is in more than one name, provide the name of the individual who is recognized with the IRS as the responsible party.

Unique Entity Identifier (UEI) (see instructions)

Legal Name:

Meeks Disposal LLC

Business Name:

## Entity Type

## Entity Classification

## Exemptions (see instructions)

- ☐ Individual ☐ Corporation  
☐ Sole Proprietorship ☐ S-Corporation  
☐ Partnership ☐ C-Corporation  
☐ Trust ☒ Disregarded Entity  
☐ Estate ☐ Limited Liability Company  
☐ Government ☐ Partnership  
☐ Non-Profit ☐ Corporation

- ☐ Professional Services ☐ Medical Services  
☐ Political Subdivision ☐ Legal Services  
☐ Real Estate Agent ☐ Joint Venture  
☐ VA Local Government ☐ Tax Exempt Organization  
☐ Federal Government ☐ OTH Government  
☐ VA State Agency ☐ Other

Exempt payee code  
(if any):  
  
(from backup withholding)  
  
Exemption from FATCA reporting  
code (if any):

## Contact Information

Legal Address: PO Box 6419

Name:

Chrystian Morton

Email Address:

Christian@MeeksDisposal.com

City: Chesapeake State: VA Zip Code: 23323

Business Phone:

(757) 399-1900

Remittance Address: PO Box 6419

Fax Number:

Mobile Phone:

City: Chesapeake State: VA Zip Code:

Alternate Phone:

(757) 720-1198

## Section 2 - Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined later in general instructions), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions:** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See instructions titled Certification

Printed Name:

Chrystian Morton

Authorized U.S. Signature:

Date:

5-15-23