

REQUEST FOR PROPOSAL

#6073

JANITORIAL SUPPLIES

FOR

VARIOUS COUNTY BUILDINGS

Prepared By:

Washtenaw County Purchasing
Administration Building
P.O. Box 8645
220 N. Main B-35
Ann Arbor, MI 48107

Crystal A. Wake, C.P.M.
Buyer
(734) 222-6760





WASHTENAW COUNTY

Finance Department

Purchasing Division

P.O. Box 8645, 220 N. Main, Ann Arbor, MI 48107-8645

Phone (734) 222-6760, Fax (734) 222-6764

REQUEST FOR PROPOSAL # 6073

May 5, 2003

Washtenaw County Purchasing Division is issuing a Sealed Request for Proposal (RFP) #6073 for Janitorial Supplies for various County buildings.

Sealed Proposals: Consultant will deliver **one (1) original** and **two (2)** copies to the following address:

**Washtenaw County
Administration Building
Purchasing Division
220 N. Main St. Room B-35
P.O. Box 8645
Ann Arbor, MI. 48107**

by 2:00 p.m. on TUESDAY MAY 20, 2003

Proposals received after the above cited time will be considered a late bid and are not acceptable unless waived by the Purchasing Manager.

- Please use the attached self-addressed label or the envelope must be clearly marked "**SEALED RFP #6073**".
- Please direct purchasing and procedural questions regarding this RFP to Crystal A. Wake at **734-222-6760**.

Thank you for your interest.

I. PROPOSAL

DEFINITIONS:

"County" is Washtenaw County in Michigan.

"Bidder" an individual or business submitting a bid to Washtenaw County.

"Contractor" One who contracts to perform work or furnish materials in accordance with a contract.

PURPOSE OF PROPOSAL:

Provide listed JANITORIAL and SANITATION supplies for various Washtenaw County departments, agencies and divisions.

The items are divided into five general categories on the Bid Sheets.

Part A: PAPER PRODUCTS.

Part B: BROOMS, MOPS, BRUSHES

Part C: CHEMICALS

Part D: VACUUM CLEANER PARTS

Part E: UTILITY ITEMS

PROPOSAL TERMS:

A. Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price, quality of service, the Contractors qualifications and capabilities to provide the specified service, and other factors which Washtenaw County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County's specifications and needs.

B. The price quotations stated in the bidder's proposal will not be subject to any price increase from the date on which the proposal is opened at the County Purchasing Office to the mutually agreed-to-date of the contract.

C. The County reserves the right to reject any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, and to accept or further negotiate cost, terms, or conditions of any bid determined by the County to be in the best interests of the County even though not the lowest bid.

D. Proposals must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

E. In the event it becomes necessary to revise any part of the RFP, addenda will be provided. Deadlines for submission of RFP's may be adjusted to allow for revisions. The **entire** proposal document with any amendments should be returned in **triplicate**. To be considered, original proposal and two copies must be at the County Purchasing Office on or before the date and time specified.

F. Proposals should be prepared simply and economically providing a straight-forward, concise description of the contractor's ability to meet the requirements of the RFP. Proposals shall be written in ink or typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person **signing** the proposal.

II. CONTRACTOR INFORMATION

The proposal shall include all of the following information (failure to include all the information could result in disqualification):

- A.** Contractor's Qualifications -number of years in business
(Attach as Addenda A)

- B.** List four (4) references for which bidder has provided similar supplies.
Include: name, contact name and phone number.
(Attach as Addenda B)

- C.** State the location from which deliveries would be dispatched for Washtenaw County.
(Attach as Addenda C)

- D.** State number of delivery trucks, and ability to provide delivery service to multiple County locations.
(Attach as Addenda D)

- E.** List or indicate those items that you inventory or do not have in inventory that is on our list and what is the delivery time for each item.
(Attach as Addenda E)

- F.** State bidders ability to provide Internet, On-line ordering of items listed on this RFP. Include set-up requirements and maintenance requirements.
(Attach as Addenda F)

III. STANDARD PROVISIONS FOR CONTRACTS

If a contract is awarded, the selected contractor will be required to adhere to a set of general contract provisions which will become a part of any formal agreement. These provisions are general principles which apply to all contractors of service to Washtenaw County such as the following:

ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to Washtenaw County Facilities Management Department and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable the Contractor shall submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports or insurance policies.

ARTICLE V - PERSONNEL

Section 1 - The Contractor will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Contractor will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that the Contractor is neither an employee nor an agent of the County for any purpose.

ARTICLE VI - INDEMNIFICATION AGREEMENT

The Contractor will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of Contractor, any sub-contractor, or any employee, agent or representative of the Contractor or any subcontractor.

ARTICLE VII - INSURANCE REQUIREMENTS

The Contractor will maintain at its expense during the term of this Contract, the following insurance:

1. Worker's Compensation Insurance with Michigan statutory limits and Employer's Liability Insurance with a minimum limit of \$100,000 each accident for any employees.
2. Comprehensive/Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County shall be added as an "additional insured" on General Liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired, and non-owned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of Michigan No-Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Insurance companies, named insurers and policy forms shall be subject to the approval of the Washtenaw County Administrator. Such approval shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the County Administrator's Office with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the County Administrator, P. O. Box 8645, Ann Arbor, MI, 48107, and shall provide for 30 day written notice to the Certificate holder of cancellation of coverage.

ARTICLE VIII - COMPLIANCE WITH LAWS AND REGULATIONS

The contractor will comply with all federal, state and local regulations, including, but not limited to, all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

ARTICLE IX - INTEREST OF CONTRACTOR AND COUNTY

The Contractor promises that it has no interest which would conflict with the performance of services required by this contract. The Contractor also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw, or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of the Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

ARTICLE X - CONTINGENT FEES

The Contractor promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Contractor, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach of this promise, the County may cancel this contract without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Contractor.

ARTICLE XI - EQUAL EMPLOYMENT OPPORTUNITY

The Contractor shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion or political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Contractor shall take affirmative action to eliminate discrimination based on sex, race, or handicap in the hiring of applicants and the treatment of employees. Affirmative action shall include, but not be limited to: employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Contractor agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on behalf of the Contractor, shall state that all qualified applicants shall receive consideration for employment without regard to race, color, creed, sex, sexual preference, national origin, physical handicap, age, height, weight, marital status, veteran status, religion or political belief.

ARTICLE XII - LIVING WAGE

The parties understand that the County has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service contract with the County to pay their employees under that contract, a minimum of either \$9.09 per hour with benefits or \$10.66 per hour without benefits. Contractor agrees to comply with this Ordinance in paying its employees. Contractor understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before April 30, 2003 and annually thereafter which amount shall be automatically incorporated into this contract. County agrees to give Contractor thirty (30) days written notice of such change. Contractor agrees to post a notice containing the County's Living Wage requirements at a location at its place of business accessed by its employees.

ARTICLE XIII - EQUAL ACCESS

The Contractor shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex sexual orientation, marital status, physical handicap, or age.

ARTICLE XIV - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Contractor. During the performance of the services, the Contractor will be responsible for any loss of or damage to the documents while they are its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Contractor must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

ARTICLE XV - ASSIGNS & SUCCESSORS

This contract is binding on the County and the Contractor, their successors and assigns. Neither the County nor the Contractor shall assign or transfer its interest in this Contract without the written consent of the other.

ARTICLE XVI - TERMINATION OF CONTRACT

Section 1 – Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE XVII - PAYROLL TAXES

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect owner against such liability.

ARTICLE XVIII - PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

ARTICLE XIX - CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the County and the Contractor, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE XX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE XXI - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

III. TERMS AND CONDITIONS**AWARD:**

Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price (See: "Low Bidder" following), quality of service, the Contractors' qualifications and capabilities to provide the specified service, and other factors which the County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County's specifications and needs.

The County intends to award the entire contract to a single contractor. It may be to the County's advantage to award to more than one contractor. If the bid is divided between contractors the County intends to award individual Parts (A thru E) to individual contractors. A given line item will not be split between vendors.

LOW BIDDER:

Low Bidder will be based on lowest price on the items listed on the Bid Sheets either in total or by Parts (A thru E).

TERM OF CONTRACT:

The contract is for a three (3) year term.

All terms and conditions will remain unchanged through the life of the contract, including all prices. If there is a manufacturer price increase during the term, any price increase has to be given to the Purchasing Manager at least one week before the price increase takes effect. If the Purchasing Manager is not notified of any price increases/decreases, Washtenaw County has the right to cancel the award.

DELIVERY LOCATIONS:

The delivery locations, include but, are not limited to the following locations, in Washtenaw County.

COURTHOUSE AREA

County Building

200 N. Main
Ann Arbor, MI 48107

County Courthouse

101 E. Huron
Ann Arbor, MI 48107

Courthouse Annex

110 N. Fourth Ave.
Ann Arbor, MI 48107

Administration Building

220 N. Main
Ann Arbor, MI 48107

District Court #3

122 S. Main Street
Chelsea, MI 48118

Juvenile Court

2270 Platt Road
Ann Arbor, MI 48104

SERVICE CENTER

Washtenaw County Warehouse

2155 Hogback Road
Ann Arbor, MI 48107

Washtenaw County Sheriff Dept. and Jail

2201 Hogback Road
Ann Arbor, MI 48107

Court Service

4133 Washtenaw Avenue
Ann Arbor, MI 48107

Facility Management

2155 Hogback Road
Ann Arbor, MI 48107

HUMAN SERVICES

Human Services

555 Towner Bldg.: #1 and Bldg. #2
Ypsilanti, MI 48198

Workforce Development Center

300 Harriet Street
Ypsilanti, MI 48197

High Point Center

1819 S. Wagner Road
Ann Arbor, MI 48107

Assault Crisis Center

2940 E. Ellsworth Road
Ypsilanti, MI 48197

Huron Valley Child Guidance Center

2940 E. Ellsworth Road
Ypsilanti, MI 48197

Mental Health – DD Services

3901 Varsity Drive
Ann Arbor, MI 48108

Mental Health – DD Services

3951 Varsity Drive
Ann Arbor, MI 48108

Mental Health – M. I. Program

3981 Varsity Drive
Ann Arbor, MI 48108

HEAD START/Admin.
3075 Washtenaw Ave.
Ypsilanti, MI 48197

HEAD START/Fletcher
1055 Cornell
Ypsilanti, MI 48197

EASTERN CENTER

Eastern Government Center
415 W. Michigan Avenue
Ypsilanti, MI 48198

SOCIAL SERVICES

Department of Social Services, Ann Arbor
2140 E. Ellsworth Road
Ann Arbor, MI 48108

Department of Social Services, Ypsilanti
22 Center Street
Ypsilanti, MI 48198

Federal Building
200 E. Liberty
Ann Arbor, MI 48106

PARKS and REC.

Parks and Recreation Commission
2960 Washtenaw
Ann Arbor, MI 48107

WESTERN SERVICE CENTER

Building Inspection
705 N. Zeeb Road
Ann Arbor, MI 48105

DELIVERY:

If the Department requests next day delivery the vendor will be able to supply the needed items by the following day. For example if the County puts in the order by 3:00 PM on Monday then the delivery TIME would be before 4:00 PM on Tuesday. Please state any variation to this schedule on page 35.

Deliveries must be to the location specified when orders are placed. Backorders are unacceptable on orders for the building supplies. No Substitutions are allowed unless approved before delivery. Approval will be from the agency or department placing the effected order.

Washtenaw County should not incur any expenses of delivery/shipping charges.

ORDERS:

Orders are placed by the various departments by phone. If this is a problem indicate on page 35.

Orders are placed usually on a biweekly or weekly schedule. It is possible for rush orders to be placed outside of this general schedule. The departments, if they are using a weekly or biweekly schedule will not necessarily be coordinated with each other. This may result in the contractor receiving orders from Washtenaw County on any given day or even every day.

ESTIMATED QUANTITY:

The estimated total quantity indicated in the Bid Sheet is an approximation of one year's requirement and is not binding on the County. The County has the right to order any quantity which the responsible department managers and/or the Manager, Purchasing Division deem necessary during the contract period.

COST OF RFP:

The County will not be liable for any costs associated with the preparation, transmittal, or presentation of any materials submitted in response to this RFP.

INSPECTION OF FACILITIES:

The Manager of the Purchasing Division reserves the right before making an award to have the premise of the bidder inspected, or to take any other action necessary to determine fitness, reliability and ability to perform. The inspection could check the physical location, inventory, facilities, and/or equipment for ability to comply with conditions of the RFP.

BID SHEET:

Bidders are required to insert the **Each Unit Price**. Using the **Each Unit Price** and the estimated quantity, calculate out the **Total Price**. Then by adding all totals enter the **Total Aggregate** for that category. In addition, they are to insert under the specific item, the Manufactured and Brand or Stock Number they intend to furnish as a result of a quotation. In the event bidder fails to provide this information, the County will assume that the item to be supplied is as indicated or referred to in the specification.

Quantity	-	estimated quantity that County will purchase in a year.
Unit	-	is the unit of Measure by which the County will purchase the item, i.e., a case, box, pack or each.
Packing	-	is the quantity per case or box etc., IF the size is 'blank' that means a single unit, IF size reads for example 'gallon' the quantity is 'one gallon'.
Unit Price	-	is the price of a single "unit of measure" i.e., price of a case, lot or each.

It is the intention for the County to consider and evaluate items of standard manufacture of highest quality only. The County reserves the right to determine if the items offered may be accepted as equal to the specifications

BID SECTIONS:

Part **A**: **PAPER PRODUCTS.**

Part **B**: **BROOMS, MOPS, and BRUSHES.**

Part **C**: **CHEMICALS**

Part **D**: **VACUUM CLEANER PARTS**

Part **E**: **UTILITY ITEMS**

Part A: PAPER PRODUCTS

#	QTY	UNIT	BRAND	DESCRIPTION	UNIT	UNIT PRICE	TOTAL PRICE
2	cs	Scott #148		Towels, Roll	30/cs	_____	_____
173	cs	Bay West #410		Towels, Paper White 2ply	30/cs	_____	_____
543	cs	Bay West #495		Towels, Paper White 2ply	48/cs	_____	_____
115	cs	Bay West #460		Towels, Roll Natural, 8 x425	12/cs	_____	_____
5	cs	Marathon #836		Towels, paper	cs	_____	_____
25	cs	ECO Soft #485		Towels, Multi-Fold	4M/cs	_____	_____
12	cs	Kim-Clark #501		Towels, C-Fold 2400 count	cs	_____	_____
2	cs	Scott Jr. #7200		Toilet Paper, 1 ply	cs	_____	_____
72	cs	Kim.-Clark#04007		Toilet Paper, Coreless	36/cs	_____	_____
426	cs	Marcal #1001		Toilet Paper, 1M.1 ply	48/cs	_____	_____
84	cs	Bay West #548		Toilet Paper, 2 ply	6/cs	_____	_____
333	cs	Marcal #43032		Toilet Paper, 500 sheets, 2 ply	48/cs	_____	_____
690	cs	Marcal #4500		Toilet Paper, 500 sheets, 2 ply	48/cs	_____	_____

Part A: PAPER PRODUCTS CONT.

#	QTY	UNIT	BRAND	DESCRIPTION	UNIT	UNIT PRICE	TOTAL PRICE
2	cs	Kim-Clark #0212200	Toilet Paper, Traditional 2 ply	96/cs			
140	cs	Kim-Clark 21606-20	Facial Tissue, Kleenex 2 ply	48/cs			
50	pk	Solo #4R PSO	Cups, paper	200/pk			
5	cs	Tampax, #200	Tampons Professional Pack	200/cs			
1	cs	Tampax, #500	Tampons Professional Pack	500/cs			
2	cs	Modes, #4	Sanitary Napkin, for dispenser	250/cs			
4	cs	Gards	Sanitary Napkins, for dispenser	250/cs			
TOTAL AGGREGATE PART A							

Part B: BROOMS, MOPS, BRUSHES.

#	QTY	UNIT	BRAND	DESCRIPTION	UNIT	UNIT PRICE	TOTAL PRICE
10	ea	Wil #211820	Mop, Cotton 20 oz. (clamp Type)	ea			
16	ea	Stinger #MH32	Mop Head, Cotton 32 oz.	ea			
7	ea	SWAB	Mop, Swab Duralon	ea			
2	ea	Wil #93560	Mop, Handle (clamp type)	ea			
3	ea	Geerpres 4150	Mop Handle 54"	ea			
4	ea	Ham Whse	Broom, Corn 100%	ea			
4	ea	#2008	Broom, No stoop	ea			
2	ea	Rubbermaid #2008	Broom, Lobby	ea			
2	ea	#V1047	Broom, Janitor	ea			
2	ea	Mil #230240	Broom, W/Bracing 24" (outside)	ea			
3	ea	#PB-24-450	Broom, Garage push	ea			
1	ea	#60F	Broom, Handle Push 60"	ea			

Part B: BROOMS, MOPS, & BRUSHES

<u>#</u>	<u>QTY</u>	<u>UNIT</u>	<u>BRAND</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
2	ea			Broom, Mop heads	ea	_____	_____
1	ea		#60MF	Broom, Aluminum tip handle	ea	_____	_____
2	ea		#AB	Broom, Wide Angle, Large	ea	_____	_____
2	ea		V brace	Brace, V for push broom	ea	_____	_____
6	ea		Brum 106	Brace, U for push broom	ea	_____	_____
1	ea		Betco #4120	Brush, Blue multi-level scrub	ea	_____	_____
2	ea		Betco #4303	Brush, scrub Cornell	ea	_____	_____
2	ea		Betco #58	Brush, 100% horse hair counter 8"	ea	_____	_____
2	ea		#PB-18-450	Brush, Garage	ea	_____	_____
12	ea			Brush, Toilet Soft	ea	_____	_____
4	ea		B4120 BZ	Brush, Orange	ea	_____	_____
10	ea		BRU60WT	Handle Wood Threaded 60"	ea	_____	_____
TOTAL AGGREGATE PART B						_____	_____

Part C: CHEMICALS

<u>#</u>	<u>QTY</u>	<u>UNIT</u>	<u>BRAND</u>	<u>DESCRIPTION</u>	<u>PACKING</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
5	cs		Dermapro	Soap, Spa Bath #9152-12	12/cs	_____	_____
4	cs		Spartan	Clean on the Go concentrate	4/cs	_____	_____
2	gal		Spartan	Soap, antiseptic hand/body wash	4/cs	_____	_____
144	box		GoJo Ind.	Soap, Micrell lotion/soap	12/cs	_____	_____
48	ea		Derpro #9102	Soap, Hand lotion 800 ml	12/cs	_____	_____
12	ea		Liftoff #4	Remover, Gum and Adhesive	ea	_____	_____
1	ea		Mela 930	Remover, Gum, aerosol 7oz.	can	_____	_____
2	cs		Motsenbocker	Remover, Graffiti lift off 32 oz	6/cs	_____	_____
7	ea		Spartan DM5	Damp Mop Concentrate, 5 gal	gal	_____	_____
7	ea		Spartan DMQ5	Damp Mop Disinfectant, 5 gal	gal	_____	_____
1	gal		Spartan DM1	Damp Mop Concentrate, 1 gal	gal	_____	_____
1	gal		Spartan DMQ	Damp Mop, Disinfectant 1 gal	gal	_____	_____

Part C: CHEMICALS cont.

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
12	12	qrt.	BetCo Corp.	Cleaner, Liquid Crème CC370	12/cs	_____	_____
16	16	box	Soilax	Cleaner, 32 oz.	box	_____	_____
8	8	can	BetCo Corp.	Cleaner, Stainless Steel SS385	12/cs	_____	_____
5	5	Btl.	Spartan TNT	Cleaner, Tile/Grout Rejuvenator	12/cs	_____	_____
2	2	can	Beto Corp.	Polish, Furniture lemon, FP381	12/cs	_____	_____
25	25	gal	BetCo Corp.	Disinfectant, Neutral Lemon NLD64	4/cs	_____	_____
1	1	ea	Spartan	Air Freshener, Airlift Aerosol	12/cs	_____	_____
1	1	can	Sheila Shine	Polish, Stainless Steel	12/cs	_____	_____
2	2	cs	Apollo	Cleaner, Orange All, 14 oz.	12/cs	_____	_____
7	7	ea	Spartan	Cleaner, Bathroom, NABC #4716	4/cs	_____	_____
12	12	ea	Spartan	Disinfectant, HDQC #4720	4/cs	_____	_____

Part C: CHEMICALS cont.

<u>#</u>	<u>QTY</u>	<u>UNIT</u>	<u>BRAND</u>	<u>DESCRIPTION</u>	<u>PACKING</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
7	ea		Spartan	Cleaner, Glass/Hard Surface #4730	4/cs	_____	_____
6	ea		Spartan	Cleaner, Multi-surface #4740.	4/cs	_____	_____
24	gal		Spartan	Glass Cleaner, Non-ammoniated	4/cs	_____	_____
10	gal		Glass Gleem	Glass Cleaner, 1 gal	4/cs	_____	_____
13	gal		Spartan SF-1	Foamy Q&A, 1 gal	gal	_____	_____
32	ea		SPTN	Steriphene clear/fresh	ea	_____	_____
2	ea		3M	Carpet Spot Remover/Upholstery	12/cs	_____	_____
2	ea		Spartan	Dust Mop treatment	12/cs	_____	_____
4	gal		Spartan	Carpet, sanitizing, Contempo stat	4/cs	_____	_____
4	gal		BetCo Corp.	Gym Tack	4/cs	_____	_____
6	qrt		Spartan	Carpet, Pre-spray SSE	ea	_____	_____
4	ea		Spartan	Floor wax, 5-gal bucket	ea	_____	_____

Part C: CHEMICALS cont.

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
12	can		Spartan	Shineline Baseboard Stripper	can		
2	ea		#SC 50	Sweeping Compound 50 #	ctn		
1	ea		Spartan	Super Spray Buff	gal		
1	ea		CLRC 300	Spray, ant & roach, 16 oz	ea		
2	ea		CLRC 012	Spray, wasp & hornet, 16 oz	ea		
2	ea		State Chemical	Floor, Finish Conventiona (2.5 gal)	gal		
12	ea		Betco ILSCG	Deodorant, Citrus Grove Air	can		
2	ea		State Chemical	Stripper, Floor Wizard HP (2.5 gal)	gal		
2	ea		State Chemical	Cleaner, Neutral Non-Butyl (2.5 gal)	gal		
16	doz		DEOU	Deodorant, Urinal 4 oz.	doz		
20	ea		Fumatic	Dispenser, freshens UC Citrus	6/bx		
10	ea		Spartan	Cleaner, Toilet Bowl BC23	ea		

Part C: CHEMICALS cont.

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE	
10	ea		Germicidal	Cleanser, Toilet Bowl, 1 qrt	ea			
2	ea		Block-Aid #5BA	Drain Opener, 1 qrt	qt			
6	cs		Spartan	Cleanser, Spar Creme, 32 oz	12/cs			
16	cs		US	Urinal Seatry	12/cs			
16	cs		NABC	Fresh Scent Urinal Screens	12/cs			
12	bx		Impact	Mint, Scented Urinal Screens	12 box			
18	set		FRE 12-4	Urinal blocks, cherry 48 oz.	12/set			
27	cs		Dermapro	Health Care 12/800ml #9212	12/cs			
4	gal		DCS Products	DESOV Coffee Stain Remover	gal			
TOTAL AGGREGATE PART C								

Part D: VACUUM CLEANER PARTS

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
2	ea	Eureka		Bearing for vacuum	ea		
12	ea	Eureka		Belts for vacuum	ea		
1	ea	Eureka		Brush strips for wide track, 16"	ea		
2	ea	Eureka		Cloth bag assembly	ea		
1	ea	Eureka		Fan for vacuum	ea		
1	pk	ESP F & G, USB		Disposable bags	4/pack		
5	pk	ESP C, USB		Disposable bags	3/pack		
6	pk	Lite Trac Castex		Disposable bags	10/pack		
TOTAL AGGREGATE PART D							

Part E: UTILITY ITEMS

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
75	cs		Rubbermaid #85010	Liners,	cs		
1	ea		Rubbermaid, #8160	Liners, 15 gallon size	bx		
11	cs		Rubbermaid #5005	Liner Plastic	300/cs		
6	cs		Rubbermaid #5008	Liner Plastic	200/cs		
94	cs		Rubbermaid #5010	Liner Plastic	100/cs		
10	cs		Rubbermaid #6141	Liners, Wax	250/cs		
36	cs	SNS		Liners, 24 x 32 1 mil LCLS-32	250/cs		
60	cs	SNS		Liners, 40 x 46 1.5 mil LCLS-46	100/cs		
7	cs	Mobile		Liners, Heavy Duty 40 x 46	100/cs		
5	cs	Mobile		Liners, Heavy Duty 38 x 60	100/cs		

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
7	cs	Mobile		Liners, Clear 36"	500/cs	_____	_____
9	cs	Mobile		Liners, Clear 46"	250/cs	_____	_____
3	cs	Mobile		Liner, Black, 30 x 37, 17 micron	250/cs	_____	_____
2	cs	Mobile		Liners, Xtra Heavy 38 x 58	100/cs	_____	_____
1	cs	Mobile		Liners 2 ply B17	1000/cs	_____	_____
21	cs	Mobile		Liners 2 ply 24 x 33 HD	500/cs	_____	_____
5	cs	Mobile		Liners plastic B-22	1000/cs	_____	_____
10	cs	Mobile		Liners 2 ply 24 x 33	500/cs	_____	_____
11	cs	Mobile		Liners 2 ply 30 x 37	250/cs	_____	_____
34	cs	Mobile		Liners 2 ply 38 x 60	100/cs	_____	_____
57	cs	Mobile		Liners 2 ply 24 x 24	500/cs	_____	_____
34	cs	Mobile		Liners 2 ply 33 x 40	250/cs	_____	_____

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
28	cs	Mobile		Liners 2 ply 40 x 46	250/cs		
3	cs	Mobile		Liners 2 ply 30 x 36, X-Hvy.	250/cs		
98	cs	Mid Amer. #338		Liner, Natural, 8 micron	1000/cs		
3	cs	Mid Amer. #HD24		Liner, 24 x 24, Natural, 8 micron	1000/cs		
101	cs	Mid Amer. #HD37H		Liner, 30 x 37, Black, 17 micron	250/cs		
3	ea	Webster Hi-D		Liners, CD 40" 16 mil	250/cs		
15	cs	Sanisack		Bags, Waxed Receptacle, gal.	500/cs		
5	cs	Sanisack UJM		Sanisack wax bags	500/cs		
30	box	Impact #8440L		Gloves, Flock-lined Lge.	box		
6	box	Clean Hand		Gloves, Latex large (100/box)	10/cs		
15	bx	#35-112		Gloves, polyethylene	box		
14	pr	Solvex #10		Glove, Heavy Duty Utility	pair		
20	pr	Solvex #9		Glove, Heavy Duty Utility	pair		

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
107	bx	Jemy		Gloves, Latex, Lrg.	100/box		
14	bx	Jemy		Gloves, Latex, Med.	100/box		
12	pr	Edmont Wilson, #9		Gloves, Lined Rubber Utility	pair		
6	ea	FSR 36		Squeegee, Refill, 36"	ea		
1	ea	FSR 24		Squeegee, w/handles 24"	ea		
1	kit	WS18		Squeegee, Window, 18"	kit		
1	ea	Haviland		Squeegee, Floor, 36"	ea		
2	ea	Haviland		Squeegee, Floor Refill, 24"	ea		
2	ea	Haviland		Squeegee, Floor Refill, 36"Curved	ea		
1	ea	Ettore		Squeegee, Window refill, 18"	ea		
1	ea	Ettore		Squeegee, Window Refill, 36"	ea		
2	ea	Ettore		Squeegee, Window Refill, 16"	ea		

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
5	ea		Stecconee	Squeegee, Window Refill, 18"	ea		
1	ea		Ettore	Squeegee Handle, Angle	ea		
25	box		3M C-34	Sponges	box		
4	ea		3M/O-Cello	Sponge Cellulose, #2C	ea		
2	ea		3M/O-Cello	Sponge Cellulose, #3C	ea		
5	ea		3M/O-Cello	Sponge Cellulose, #4C	ea		
6	ea		3M #7447	Scrub pads	ea		
1	pk		Chicopec Mills	Dust Cloths, Treated 24 x 24	20/pk		
15	ea		J.K. Industries	Duster, Lambs wool Telescopic	ea		
1	bx		Pro's Best	Steel Wool pads, Sleeve Grade 3	16 sleeve		
1	pk		3M, #98	Pad Cleansing White	20 pack		
2	cs		3m, Doodlebug	Pads, White mop for Doodlebug	20/cs		
1	ea		3m, Doodlebug	Doodlebug only - no mop handle	ea		

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
4	ea	Impact 4212		Dust Pan, Metal 12"	ea	_____	_____
4	ea	Impact		Dust Pan, Black Metal	ea	_____	_____
4	ea	ZPA		Dust Pan, Metal, no stoop	ea	_____	_____
12	ea	Impact		Dust Pan, Deluxe, no stoop	ea	_____	_____
9	ea	Impact		Dust Pan, Plastic, no stoop	ea	_____	_____
14	ea	Impact		Dust Pan, Plastic Heavy duty, 12"	ea	_____	_____
1	ea	Rubbermaid		Waste Receptacle, 19 gallon size	ea	_____	_____
6	ea	Impact		Receptacle, Sanitary Napkin	ea	_____	_____
2	ea	Impact 1100		Receptacle, Sanitary Napkin	ea	_____	_____
8	ea	Jamar, #968-2		Dispenser, Tissue Dbl. Chrome	ea	_____	_____
3	ea	Impact MC		Dispenser, Towel, Chrome	ea	_____	_____
6	ea	Impact		Dispenser, Towel C-Fold, White	ea	_____	_____

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
10	ea	Impact 5024		Spray Bottle, 1 qt. (5 x-sprayers)	ea	_____	_____
10	ea			Trigger, Sprayer	ea	_____	_____
141	ea	Impact		Trigger Spray Bottle,	24 oz	_____	_____
38	ea	Impact		Trigger Sprayer Only	ea	_____	_____
18	ea	Impact		Trigger Spray Bottle, HD,	32 oz	_____	_____
6	ea	Impact		Trigger Sprayer Only, HD	ea	_____	_____
1	ea	Impact		Dispensing Pump for 5 gallon pail	ea	_____	_____
1	ea	Moss HD		Water Wand, 30"	ea	_____	_____
1	ea	Stecconee		Channel & Rubber, 12"	ea	_____	_____
2	ea	Stecconee		Channel & Rubber, 18"	ea	_____	_____
1	ea	Stecconee		Channel & Rubber, 8"	ea	_____	_____
1	ea	Unger Trim 10		Scraper	ea	_____	_____

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
1	ea	Unger		Aluminum Pole 3 sections, 9 foot	ea		
4	ea	Unger		Strip Washer, 14"	ea		
1	ea	Unger Fixi		Clamp	ea		
1	ea	Unger Pro		Handle	ea		
3	ea	Rubbermaid		Pail & Ringer combo SP	26 quart		
6	ea	Rubbermaid		Pail & Ringer combo DP	36 quart		
1	ea	Emsco		Pail, Plastic Utility	15 quart		
2	ea	Rubbermaid		Bucket #2614	14 quart		
1200	set	Impact		Ear plugs	2/set		
15	box	Band-aid		Band-aid strips, 3/4"	100/box		
18	ea	Geerpres		Tool Holder, #5045	ea		

Part E: UTILITY ITEMS continue

#	QTY	UNIT	BRAND	DESCRIPTION	PACKING	UNIT PRICE	TOTAL PRICE
30	ea	Morton		Rock Salt	80# bag		
4	ea	Impact		Sand Sifter, Urn	ea		
8	ea	Flat Rock		Sand, White Urinal	80# bag		
15	ea			Bulbs, Cool White Florescent, F96T12/CW			
TOTAL AGGREGATE PART E							

State normal ordering format (telephone ordering), delivery turnaround and schedule:

Minimum order limits, if any:

Product Return Policy:

SIGNATURE PAGE

Signature _____	Company Name _____
Print Name _____	Company Address _____
Title _____	City _____ St. _____ Zip _____
Telephone # _____	Fax # _____
Federal Tax ID # _____	<i>CHECK ONE</i> Partnership _____ Non Profit Corp. _____ Profit Corp. _____ Other _____

The above individual is authorized to sign on behalf of company submitting proposal.

Proposals must be signed by an official authorized to bind the provider to its provisions for at lease a period of 90 days.