



I.

**WESTPORT BOARD OF EDUCATION
 110 MYRTLE AVENUE
 WESTPORT, CT 06880
 203 341-1001
 SPECIFICATION COVER SHEET
 BID # 17-017-BOE
 CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS**

VENDOR MUST ENCLOSE TWO COPIES OF THIS SPECIFICATION COVER SHEET and TWO COPIES OF THE BID SPECIFICATIONS PRICING SHEETS WHEN RESPONDING TO THIS BID.

The Westport Board of Education (“Owner” or “WBOE”) reserves the right to reject any and all bids, or any part thereof, may waive informalities or minor defects in the Bids, or accept any proposal it deems to be in the best interest of the Board of Education and/or the Town of Westport (“Town”). The Westport Board of Education is exempt from the payment of Federal Excise Taxes and Connecticut Sales and Use Tax according to State Statute. Such taxes must not be included in bid prices nor added to any items specified.

INSTRUCTIONS ON BID DEADLINES AND REQUIREMENTS:

NAME OF BID: CUTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS
TYPE OF BID: Sealed BID **BID #** 17-017-BOE
BID CLOSURE DATE: Received Until: **DATE:** May 23, 2017 **TIME:** 10:00 AM

LOCATION TO FORWARD BID: Elio Longo, Director of School Business Operations
Westport Board of Education
110 Myrtle Avenue, Room 300
Westport, CT 06880

BID SECURITY: Bid Security Required _____ % **BID Security** NOT REQUIRED .
PREVAILING WAGE: Required _____ **Not Required** X

FORMS TO COMPLETE BID: **Submit two copies of the Bid Specification Sheets and Proposals**
Identify Name of BID and BID Number on Envelope:

“CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS BID # 17-017 BOE”

NO SUBSTITUTIONS ACCEPTED ON ITEMS MARKED ON THE BIDDING LIST

LENGTH OF TIME PRICES WILL BE HONORED: THROUGH JUNE 29, 2018
START DATE OF WORK: n/a
COMPLETION DATE OF WORK: n/a

Experience: Provide a detailed written summary of the Proposer’s experience, qualifications, financial strength, and capability in providing similar services elsewhere. The Proposer should also include three (3) references from similar engagements for Connecticut Municipal and School clients along with individual names and telephone numbers.

Staff Plan: Identify key staff that will provide any portion of the services required under the contract. For each identified individual, provide background and experience, and areas and levels of responsibility.

Engagement Team: The key personnel assigned to this engagement are considered essential to the work being performed. Substitutions may only be made upon mutual agreement between the Town and/or BOE and the selected firm.

WESTPORT BOARD OF EDUCATION
Elio Longo
Office of Director of School Business Operations
110 Myrtle Avenue
Westport, CT 06880
203 341-1001



BID #17-017-BOE
CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS

Notice is hereby given that sealed bids on the following will be received at the Office of the Director of School Business Operations until:

DATE MAY 23, 2017 at 10:00 a.m.

at which time they will be publicly opened and read aloud:

BID # 17-017-BOE
CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS

The Board of Education reserves the right to reject any and all bids, or any part thereof, to waive defects in the same, or to accept any proposal it deems to be in the best interest of the Board of Education and/or the Town of Westport.

Questions regarding this bid should be directed to Craig Schmarr, Supervisor of Building Operations, at 203-341-1296

NO SUBSTITUTIONS ACCEPTED ON ITEMS MARKED ON THE BIDDING LIST

I have read and understand the bid requirements of this bid specifications included for my review herein:

Signature of Company Representative

Date

TYPED NAME AND TITLE: _____

COMPANY: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

TELEPHONE NUMBER: _____ **FAX NUMBER:** _____

EMAIL ADDRESS: *(Please print clearly or attach business card):* _____

II.

**WESTPORT PUBLIC SCHOOLS
CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS
BID # 17-017-BOE**

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III.

DRUG-FREE PLACE CERTIFICATE

I hereby certify that this company:

1. Has a published statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the place and that this statement specifies the actions which will be taken against employees for violations of such prohibition.
2. Has a written policy informing employees about the dangers of drug abuse in the place, the firm's policy of maintaining a drug free place, any available counseling, rehabilitation, and employee assistance programs, and the penalties which may be imposed upon employees for drug abuse violations.
3. Each employee engaged in providing the commodities or contractual services which are being bid was given a copy of the statements specified in paragraphs 1 and 2, above.
4. In the statement specified in paragraph 1, the employees have been notified that, as a condition of working on the commodities or contractual services which are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of "guilty" or of "nolo contendere" to any violation of any controlled substance law of the United States or of any state, for a violation occurring in the place no later than five (5) days after such conviction or plea.
5. This firm will impose a sanction on or require the satisfactory participation in a drug abuse assistance program or a rehabilitation program, if such are available in the employee's community, by any employee who is so convicted.
6. This firm will make a good faith effort to continue to maintain a drug free place.

As the person authorized to sign this statement, I certify that this firm fully complies with the above requirements.

Signature: _____ *Date:* _____

Print Name: _____ *Telephone #:* _____ *Fax #:* _____

Company: _____ *Email:* _____

IV.

CONDITIONS FOR BIDDING

1. The Board of Education reserves the right to reject any bid if it is deemed to be in the best interests of the Town of Westport, Connecticut, Westport Board of Education and its students.
2. The Board of Education reserves the right to grant an award in total or for any part thereof for the items or services being bid. In addition, the Board of Education reserves the right to award this bid as a package in conjunction with other bids for similar services/supplies/equipment. The Board reserves the right to award with preference to State of Connecticut contract holders and/or local vendors.
3. The submission of a bid shall be conclusive evidence that the bidder has satisfied himself as to the requirements of the bid specifications and any controlling conditions which may exist.
4. Bidders may not withdraw their bid for a period of 120 days from the date of bid opening. The Board of Education and the bidder may mutually agree to extend the time limit.
5. In determining the ranking of responsible bidders, the Board of Education may consider, in addition to price, the quality, availability and type of items, the experience of the bidder, the sufficiency of the financial resources of the bidder and the reputation of the bidder for ability, integrity, judgment and performance, as well as the ability of the bidder to provide future service/supplies/equipment.
6. It is anticipated that the goods will be needed for the current school year, but the Board of Education reserves the right to cancel or alter this service because of enrollment changes, budget consideration or unforeseen circumstances which require a change.
7. All bid prices are to include the complete costs, which include inside delivery to each school or location with installation and assembly of same, if applicable, and training, if applicable. All deliveries must be made prepaid and must be delivered to the location subsequently designated on the purchase orders at no cost over and above the bid price indicated in your bid.

Deliveries must be made inside building indicated. In no case will collect shipments or sidewalk deliveries be accepted. A packing slip shall be included in each shipment. All packages must be clearly marked as to content.
8. The Board of Education of the Town of Westport supports efforts to reduce the use of illegal drugs in the place. In instances where responsible prospective bidders submit identical tie bids, preference shall be given to the businesses with drug-free place programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Board of Education for the procurement of commodities or contractual services which are bid, a bid received from a business which has certified that it has implemented a drug-free place program shall be given preference in the award process. The drug-free place program certification is attached and is to be submitted with the bid package by the bidder along with other bid documents in order to receive preference. This policy shall become effective in accordance with the provisions of the Charter of the Town of Westport regarding bidding procedure.
9. **ALTERNATIVES:** When proposing an alternate item, indicate the Brand and Model identification on the bid specification sheets. To have alternates considered, complete specifications and catalogues describing the product must accompany the bid. The Westport Board of Education reserves the right to request equipment samples on specific items.

10. **SUBSTITUTIONS:** Indicate on the Specification Sheet substitutions identified by name or catalogue number and the net difference in cost to the Westport Board of Education. Listed substitutions will be considered for approval only after the award of contract; the Board reserves the right to require the originally specified material or equipment at the price submitted by the bidder in his bid, notwithstanding the fact that the bidder may have based a price for a specific item on a proposed substitution. In this regard, the determination shall be made in good faith, on the basis of the quality and type of the article listed. Any benefit in price reduction due to a substitution shall accrue to the Board.
11. **FORM AND STYLE OF BID:** All blanks on the Specification Form, except where otherwise requested, shall be filled in by typewriter or manually in ink.
12. **WARRANTIES:** Whenever an item or service is covered by a specified product or service warranty, such warranties must be submitted with the official bid or quotation specification sheets. All such warranties shall inure to the benefit of the Board.
13. See attached Specification Cover Sheet to be used.

NOTE: By bidding on this contract the vendor agrees that any or all past clients may be contacted by the Westport School System. The vendors bidding on this contract also agree, for themselves, their heirs, executors, administrators, successors and assigns, to release, acquit and forever discharge the Westport School System, the Westport Board of Education, the Town of Westport, their officials, employees and representatives from and against any and all actions, causes of actions, claims or demands for damages, costs, loss of services, expenses, compensation, consequential damage or any other thing whatsoever, on account of, or in any way arising out of or relating to any former client of the bidder contacted by or on behalf of the Westport School System, the Westport Board of Education and/or the Town of Westport to obtain an opinion regarding any project or work performed by your company. The above release shall also include and apply to any former client contacted.

V.

INSURANCE REQUIREMENTS

Vendors/Contractors/Users of Town Properties

The Vendor/Contractor/User of Town Property shall purchase and maintain for the life of the contract, from a company or companies with an A.M. Best rating of A- (VII) or better, insurance as required below. Such insurance will protect the WBOE and the Town from claims set forth below which may arise out of or result from the Vendor/Contractor/User of Town Property obligation under the contract, whether such obligations are those of the Vendor/Contractor/User of Town Property or those of a subcontractor or any person or entity directly or indirectly employed by said Vendor/Contractor/User of Town Property or by anyone for whose acts said Vendor/Contractor/User of Town Property may be liable.

A. Workers Compensation:

Vendor/Contractor/User of Town Property shall provide workers compensation insurance required by law with employers liability limits for at least the amounts of liability for bodily injury by accident of \$ 500,000 each accident and bodily injury by disease of \$500,000.including a waiver of subrogation. If the work is on the water, the Longshore and Harbor Workers Compensation Act coverage is required.

B. Commercial General Liability Insurance:

Vendor/Contractor/User of Town Property shall provide commercial general liability insurance policy with an edition date of 1986 or later including products and completed operations. Limits should be at least: Bodily injury & property damage with an occurrence limit of \$1,000,000: Personal & advertising injury limit of \$1,000,000 per occurrence: General aggregate limit of \$2,000,000 (other than products and completed operations): Products and completed operations aggregate limit of \$2,000,000. Coverage will continue three years after the completion of the work.

- The policy shall name WBOE and the Town as an additional insureds and include ISO Form CG 2010 (07/04) and CG 2037 (07/04).
- Such coverage will be provided on an occurrence basis and will be primary and shall not contribute in any way to any insurance or self-insured retention carried by WBOE and/or the Town.
- The policy shall contain a waiver of liability in favor of the WBOE and the Town.
- Such coverage shall contain a broad form contractual liability endorsement or wording within the policy form to comply with the hold harmless and indemnity provision of the contract
- A per project aggregate limit of liability endorsement shall apply for any construction contract.
- Deductible and self-insured retentions shall be declared and are subject to the approval of the WBOE and/or the Town.

C. Commercial Automobile Insurance:

Vendor/Contractor/User of Town Property shall provide commercial automobile insurance for any owned autos (symbol 1 or equivalent) in the amount of \$1,000,000 each accident covering bodily injury and property damage on a combined single limit basis. Such coverage shall also include hired and non-owned automobile coverage. Policy shall name WBOE and the Town as additional insureds.

D. Umbrella or Excess Liability Insurance:

Vendor/Contractor/User of Town Property shall provide an umbrella or excess liability policy in excess (without restriction or limitation) of those limits and coverages described in items (A) through (C). Such policy shall contain limits of liability in the amount of \$5,000,000 each occurrence and \$5,000,000 in the aggregate.

E. Errors & Omissions Insurance:

If the agreement is for professional services, the Vendor/Contractor/User of Town Property shall provide errors & omissions insurance for liability resulting from the negligent performance of professional duties or operations. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$3,000,000 in the aggregate. The policy shall name WBOE and the Town as additional insureds.

F. Educators Errors & Omissions Insurance:

If the agreement is for educational services, the Vendor/Contractor/User of Town Property shall provide educator errors & omissions for liability resulting arising out of any breach of duty, neglect, error, misstatement, or omission committed in the course of their duties. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$1,000,000 in the aggregate. The policy shall name WBOE and the Town as additional insureds.

G. Contractors Pollution Liability:

If the agreement includes work involving abatement, removal, clean-up or handling of any pollutant or hazardous material, the Vendor/Contractor/User of Town Property shall provide pollution liability insurance, including products and completed operations and contractual liability coverage of not less than \$5,000,000 each occurrence and \$5,000,000 in the aggregate for this project. The policy shall name WBOE and the Town as additional insureds and waive subrogation in favor of WBOE and the Town.

As to the insurance required, the insurer(s) and/or their authorized agents shall provide WBOE with certificates of insurance prior to execution of the contract by WBOE and the successful bidder, describing the coverage and prior to 30 days of any renewal. The certificate will include a copy of the additional insured and contractual liability endorsements.

(Note: Contract should provide that the contractor is obligated to provide the Town with update certificate)

VI.

HOLD-HARMLESS AND INDEMNIFICATION AGREEMENT

The Vendor/Contractor/User of Town Property shall fully indemnify, defend and hold harmless the Westport Board of Education and the Town of Westport and all of their respective officers, employees, agents, servants and volunteers to the fullest extent allowed by law for any claim for personal injury, bodily injury, death, property damage, emotional injury or any other injury, loss or damage of any kind occurring during the term of the contract and alleged to have been caused in whole or in part by the Contractor, and even if caused by the negligence of individuals and entities indemnified hereunder. This obligation shall further apply to:

- (1) actions, suits, claims, demands, investigations and legal, administrative or arbitration proceedings pending or threatened, whether mature, unmatured, contingent, known or unknown, at law or in equity, in any forum (collectively, "Claims") arising, directly or indirectly, in connection with this contract, including any environmental matters, and including the acts of commission or omission (collectively, the "Acts") of the Contractor or any of its members, directors, officers, shareholders, representatives, agents, servants, consultants, employees or any other person or entity with whom the contractor is in privity of oral or written contract (collectively "Contractor Parties");
- (2) liabilities arising, directly or indirectly, in whole or in part, in connection with the contract, out of the Contractor's or Contractor Parties' Acts concerning its or their duties and obligations as set forth in the contract, and;
- (3) all damages, losses, costs and expenses, including but not limited to, attorneys' and other professional fees, that may arise out of such claims and/or liabilities for personal injury, bodily injury, workers' compensation, emotional injury, death, property damage or any other injury or loss caused in whole or in part by the Acts of the Contractor or any Contractor's Parties.

The Contractor hereby covenants and agrees that WBOE and the Town shall be endorsed on the Contractor's policies of insurance as additional insureds.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain a policy of insurance, with minimum limits of liability as shown in this Section under Paragraph A containing an endorsement that covers this agreement to indemnify, defend and hold harmless WBOE and the Town or any of their officers, employees, agents, servants and volunteers.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain an endorsement to said policy of insurance policy that the Contractor's insurance is primary and any insurance obtained, or self insurance provided, by WBOE and/or the Town is excess.

The Vendor/Contractor/User of Town Property insurance carrier will waive all rights of subrogation against WBOE and the Town, and all of their respective officers, employees, agents, servants and volunteers.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to furnish a copy of the insurance policy that meets all of the above requirements before any work or use of the property commences.

Signature

Date

Company Name

VII.

SCOPE OF WORK

The Westport Public Schools is seeking qualified vendors to provide Custodial Supplies. Once awarded the contract the vendor must supply a Certificate of Insurance, MSDS sheets and W-9 form.

1. Location/Contact:

SCHOOL/ADDRESS

Staples High School
70 North Avenue
Westport, CT 06880

Bedford Middle School

88 North Avenue
Westport, CT 06880

Coleytown Middle School

255 North Avenue
Westport, CT 06880

Kings Highway Elementary School

125 Post Road West
Westport, CT 06880

Long Lots School

13 Hyde Lane
Westport, CT 06880

Coleytown Elementary School

65 Easton Road
Westport, CT 06880

Green's Farms Elementary School

17 Morningside Drive S.
Westport, CT 06880

Saugatuck Elementary School

170 Riverside Avenue
Westport, CT 06880

CONTACT PERSON

Horace Lewis, Head Custodian
(203) 341- 1274
(203) 943-9428 - Cell

Harold Ott, Head Custodian
(203) 341-2493
(203) 943-9430 - Cell

Joseph DiPalma, Head Custodian
(203) 341-1616
(203) 360-2502 - Cell

Bill Broadhurst, Head Custodian
(203) 341- 1834
(203) 943- 9437 - Cell

Peter Barcello, Head Custodian
(203) 341- 1948
(203) 604 - 4616 - Cell

Jason Byrd, Head Custodian
(203) 341- 1708
(203) 295- 5098 - Cell

William McDonald, Head Custodian
(203) 222- 3600
(203) 943- 9439 - Cell

Al Orozco, Head Custodian
(203) 221- 2966
(203) 943- 9448 - Cell

Westport Public Schools

Contact: Craig Schmarr, Phone: 203-341-1296

BID # 17-017-BOE CUSTODIAL SUPPLIES LIST**NAME OF COMPANY BIDDING:** _____

Item #	Description	Specifications	Quantity Requested	BID UNIT PRICE	BID CASE PRICE
A. CHEMICAL SUPPLIES					
1	M.D. Stetson	Transsend Green Seal Fl. Finish Fl. Finish <u>NO SUBSTITUTION</u>	1400 Gallons (5 gallon containers only)		
2	Enhancer Spray	Buff 12 Qt.	10 Cases		
3	M.D. Stetson EPS Stripper	Degreaser Green Seal <u>NO SUBSTITUTIONS</u>	500 Cases		
4	Dupal #58 Lotion Soap, Unscented	Green Seal - 800 mil.-12 bx./cs. <u>NO SUBSTITUTIONS</u>	275 Cases		
5	GoJo Lotion Soap	Disp.- Push In Handle - White	80 Units		
6	E Z Way Prod. Environ. Green Seal Appr.	Ice Melt - <u>NO SUBSTITUTIONS</u>	350 Bags		
7	Gum Freeze Gum Remover	12/cs. Sample Requested	10 Cases		
8	Shazame Degreaser Bio Enzyme	Cleaner Degreaser - <u>NO SUBSTITUTIONS</u>	10 Cases		
9	Vandalism Mark & Stain Remover, Removes Pencil	Marks, Inks, Spray Paint, Tape, etc. 6-22 oz./cs. Must have 3rd Party Green Seal or Eco Logo-4 cs.	4 Cases		
10	NCL Foam Break - 4 gals. per case	10 cs. <u>NO SUBSTITUTIONS</u>	10 Cases		
11	Kabloohey Restroom	Cleaner <u>NO SUBSTITUTION</u>	40 Cases		
12	MDS 20 in. STETCO	Stripping Pads, Emerald High Performance, <u>NO SUBSTITUTIONS</u>	75 Cases		
13	Triple SSS Foam Disinfect.	Cleaner - 12/cs. - 95 cs. <u>NO SUBSTITUTIONS</u>	95 Cases		
14	Triple SSS D C Plus Foam	Disp. Cleaner <u>NO SUBSTITUTIONS</u>	60 Cases		
15	Twister Stone Care	Grout Cleaner 4 gal./cs. <u>NO SUBSTITUTIONS</u>	20 Cases		
16	Split Non-Detergent Restroom Cleaner	4 gal. per case - 8 cs.	8 Cases		
17	Eco-G Floor Finish, Green Seal, 5 gal./cs.	<u>NO SUBSTITUTIONS</u>	40 Cases		
18	Smart San Healthcare Personal	Hand Wash - Unscented SMA0019 -6 x 1 Case Liter Bottles Foam	40 Cases		
19	Flexi Sheen Wax	Conditioner 4 gal/cs.	5 Cases		
20	Flexi Clean Rubber Floor	Cleaner 4 gal./cs	5 Cases		
21	WD40 - 802 Cans		4 Cases		
22	Clorox Tilex Mildew Rem.	9 qt. Spray Bottles/cs. <u>NO SUBSTITUTIONS</u>	30 Cases		
23	M.D. Stetson PC 101 Neutral	Glass Cleaner Green Seal 4/cs. Equal or Better <u>NO SUBSTITUTIONS</u>	75 Cases		
24	M.D. Stetson PC 103 Disinf.	256 HBV - 4/cs. <u>NO SUBSTITUTIONS</u>	50 Cases		
25	Core Products Hydroxi Pro	Cleaning Wipes - 35 Wipes per Tub 7x9 - 6/cs.	20 Cases		

BID PRICE MUST BE UNIT PRICE X QUANTITY**You must include Certificate of Insurance, MSDS sheets and W-9 form**

Item #	Description	Specifications	Quantity Requested	BID UNIT PRICE	BID CASE PRICE
A. CHEMICAL SUPPLIES (CONTINUATION)					
26	Triple SSS Multi Purpose	Cleaning Wipes - 75 Wipes per Tub 8x12 - 6/cs.	25 Cases		
27	M.D. Stetson PC 120 - Multi	SurfaceCleaner Green Seal 4 Per Case - Equal or Better NO SUBSTITUTION	90 Cases		
28	M.D. Stetson Prozime #121	NO SUBSTITUTIONS	160 Cases		
29	M.D. Stetson #108 Spray & Wipe	NO SUBSTITUTIONS	160 Cases		
30	Triple SSS Multi Surface	Cleaning Wipes, 6 Tubs/cs.,	5 Cases		

TOTAL ITEMS: 30

Item #	Description	Specifications	Quantity Requested	BID UNIT PRICE	BID CASE PRICE
B. BROOMS, MOPS AND BRUSHES					
1	N.E. Maint. Depot Eco	Wet Mops Equal or Better NO SUBSTITUTIONS	95 Cases		
2	Toilet Bowl Brushes	Wood Handle 19' Length Sample Requested	50 Brushes		
3	E-Z Way Flop Dust Mop System	NO SUBSTITUTIONS	34 Pieces		
4	Brooms	Rubbermaid Lobby Dust	40 Units		
5	Angled Brooms Upright	Flagged Polystyrene	50 Units		
6	Mop Bucket & Wringer, Marked "Wet Floor" on Casters	Rubbermaid or Equal	30 Units		
7	Receptacle Liners #6140	Rubbermaid Waxed Paper	30 Cases		
8	Washable Microfiber Dust Mops	Nexstep #96078 60" x 5" , 6/cs	10 Cases		
9	Washable Microfiber Dust Mops	Nexstep #96076 48" x 5" 6 c/s	10 Cases		
10	Washable Microfiber Dust Mops	Nexstep #96074 48" x 5" 6 c/s	10 Cases		
11	Washable Microfiber Dust Mops	Nexstep #96072 24" x 5" 6 c/s	10 Cases		
12	N. E. Maint. Depot Rough Fl.	Wet Mops 12/cs - NO SUBSTITUTION	55 Cases		

TOTAL ITEMS: 12

Item #	Description	Specifications	Quantity Requested	BID UNIT PRICE	BID CASE PRICE
C. PAPER PRODUCTS					
1	Toilet Tissue 2 Ply, North River Green Seal Only	Seal, Jr. Jumbo Rolls, 12/cs. Eq. or Better	1500 Cases		
2	North River Green Seal Roll Towels, Certified	9 x 11 L, 350 ft. 12/cs. - Eq. or Better, Sample Requested	1600 Cases		
3	Facial Tissue - 100/bx., 30 bxs./cs.	Samples Req.- 200 Cases, Green Seal, Certified Equal or Better 9.25 x 8.25	200 Cases		

TOTAL ITEMS: 3

BID PRICE MUST BE UNIT PRICE X QUANTITY**You must include Certificate of Insurance, MSDS sheets and W-9 form**

Item #	Description	Specifications	Quantity Requested	BID UNIT PRICE	BID CASE PRICE
D. UTILITY ITEMS					
1	Interplast Pitt Plastics Performance HD Liners, HHC 30x36, 13 Microns	20 -30 Gal., Heavy Strength, 500/pkg., No Box, Shrink Wrap Only, 20/25, Sample Required, <u>NO SUBSTITUTIONS</u>	1400 Cases		
2	Interplast Pitt Plastics Performance HD Liners, HR40xHC, 15 Microns	Extra Heavy, 250/pkg., 40 X 46 Size, No Box, Shrink Wrap Only, 10/25, Sample Required, <u>NO SUBSTITUTIONS</u>	1200 Cases		
3	Interplast Pitt Plastics Performance HD Liners, Extra Heavy, HCxL6017, 15 Microns	60 Gal. 38 x 58, (black only), 200 pkg., 8/25 - , No Box, Shrink Wrap Only, Sample Required <u>NO SUBSTITUTIONS</u>	150 Cases		
4	Bissell Back Pack Vacs - Big Green 10 qt.	w/Tool Kit and Attachments, Model 37491 - 16 un. <u>NO SUBSTITUTIONS</u>	16 Units		
5	Dust Cloths, 18 x 18, 200/cs.	Yellow, Ft. Howard or Better - Sample Required - 150 cs.	150 Cases		
6	Quest- The Magician Stain Removing	Sponge, 24/cs. - 26 cs.	26 Cases		
7	Extension Cords 50 ft.	50 ft. - 14/3 Guage	30 Units		
8	Urinal Screens Non Para	12/cs. 100 Active Materials, To Contain Quats	30 Cases		
9	3M or Eq. Scrubbing Pads	20 in. Blue - 20 cs.	30 Cases		
10	3M 3600 Eraser Buff Pads	20 in.or Eq.	50 Cases		
11	3M Red Speed Pads	20 in. or Eq.	50 Cases		
12	3M Scrubbing Sponges or	Better, Scotch Brite, 6 1/4x3 1/2x5/8	75 Cases		
13	Cellulose Sponges	7 3/8x4x2x1/4 - Sample Required	2 Cases		
14	Rubbermaid Lobby Dust	Pan #2007	40 Units		
15	3M 3600 Eraser Pads	27 in. 34x3 1/4x4 1/2	30 Cases		
16	Champ Wipes Work Horse	Wipes, Pop Up #8688, 9 1/4 x 16 1/4, 300 cs. - 225/bx./4 bxs/cs. <u>NO SUBSTITUTIONS</u>	300 Cases		
17	Cloth Duct Tape 2" x 60 yds.	3 in Core - 5 rolls	5 Rolls		
18	Unger Brute Scraper		30 Units		
19	Fort James 9" Jumbo Bath	Tissue Disp. #58250, Equal or Better	85 Units		
20	Seco High Duster	Extension Duster, or Equivalent	45 Units		
21	Probe Back Pack	Vacuum Bags, 20 cs.	20 Cases		
22	Stainless Steel Clean & Polish Towel	s 40/Container, Must have 3rd Party Green Seal or Eco Logo,	60 Cases		
23	18 in. Gym Floor Sanding	Screens 80 Grit	10 Boxes		
24	18 in. Gym Floor Sanding	Screens 100 Grit, 10 bxs.	10 Boxes		
25	18 in. Gym Floor Sanding	Screens 120 Grit, 10 bxs.	4 Boxes		
26	18 in. Gym Floor Sanding	Screens 60 Grit, 4 bxs.	4 Boxes		
27	Triple SSS Back Pack Vacs	Speed Star 1000, 6 un., <u>NO SUBSTITUTIONS</u>	6 Units		
28	Triple SSS Filter Bags	Speedstar 1000, 10 Packs Per Case	40 Cases		
29	Rubbermaid Tilt Trucks	56 3/4"L x 28"W x 38 5/8"H, #9T17	1 Unit		
30	Rubbermaid Brute Dolly	RCP 2840-43	12 Units		
31	M.D. Stetson HYDSP 4912	Wall Mount Dispenser, Equal or Better	12 Units		
32	Rubbermaid Trolleys Pt.	#3551-88	6 Units		
33	Triple SSS Nex Gen Micro	Fiber Carpet Bonnets 21 in., Reversible 6/cs	12 Cases		
34	Triple SSS Micro Fiber	Looped End Dust Mop Pads, 24" Slant Slip Blue	20 Cases		

BID PRICE MUST BE UNIT PRICE X QUANTITY

You must include Certificate of Insurance, MSDS sheets and W-9 form

Item #	Description	Specifications	Quantity Requested	BID UNIT PRICE	BID CASE PRICE
D. UTILITY ITEMS (CONTINUATION)					
35	Triple SSS High Duster	Sleeves #89036/89037/, 89038 10 of each	10 Cases		
36	Triple SSS Nex Gen Micro	Fiber General Purpose Cleaning, Wipes #89028 250/cs	20 Cases		
37	Triple SSS Nex Gen Micro	Fiber Gen. Purp. Cleaning, Wipes #89031 250/cs	20 Cases		
38	Triple SSS Nex Gen Micro	Fiber Gen. Purp. Cleaning, Wipes #89031 250/cs	10 Cases		
39	Triple SSS Micro Fiber	Gloves #89040 Detail Gloves, 12/cs	2 Cases		
40	Rubbermaid Regular Trash	#2958 or Equal	40 Units		
41	Rubbermaid Recycling Cont.	#3536-06	4 Units		
42	Rubbermaid Mobile Fence	#9513	2 Units		
43	KC16N Blue Microfiber Towels	16 x 16 270 gsm 50/pk	6 Cases		
44	KC16R Blue Microfiber Towels	16 x 16 270 gsm 50/pk	6 Cases		
45	Smart San Pop Up Wipes	160 Containers, 6/cs., 10 cs.	10 Cases		
46	Sani cloth HP Wipes 6/cs.	<u>NO SUBSTITUTIONS</u>	10 Cases		

TOTAL ITEMS: 46

Item #	Description	Specifications	Quantity Requested	BID UNIT PRICE	BID CASE PRICE
E. SAFETY EQUIPMENT					
1	Cotton Boss Work Gloves	Sample Requested	50 Pairs		
2	Neoprem Gloves Long	Sleeve XL - Sample Required	20 Pairs		
3	Latex, Extra Lg.	Surgical Gloves, 1000 Count	100 Cases		
4	Rubbermaid Plastic	Yellow #6112-Eng./Span., Wet Floor Signs	5 Units		
5	First Aid Kits, Indoor	For Up To 25 People	3 Kits		
6	Dust Masks	North Safety Products, Disp. Non-Toxic #7140N95, 50/bx.	10 Boxes		
7	Rubbermaid Site Safety	Hanging Signs #9S15	6 Units		
8	Unger Rubber Gloves, Window Washing Gloves	Ung. Gloves, 8 prs.	8 Pairs		

TOTAL ITEMS: 8

TOTAL ITEMS TO BID: 99**NO SUBSTITUTIONS ACCEPTED ON ITEMS MARKED ON THE BIDDING LIST****BID PRICE MUST BE UNIT PRICE X QUANTITY****You must include Certificate of Insurance, MSDS sheets and W-9 form**

Safety

All work done and equipment used shall comply with all pertinent O.S.H.A., Federal, State and Local regulations.

References

Each Bidder shall include phone numbers and contact persons of the companies and/or Cities or Towns where they have done similar projects.

Termination

The Contract may be terminated by the Westport Public Schools if at any time, work is unnecessarily delayed, or willful violations of Contract conditions exist, or the conditions are being executed in bad faith. The Westport Public Schools' written termination notice to the Contractor will allow five (5) days thereafter to commence corrective measures satisfactory to the school system. In the event of non-compliance, the Westport Public Schools shall notify the Contractor in writing to immediately discontinue any further work and vacate the buildings, ceasing any rights to plant and material. Subsequently the Westport Public Schools shall take the necessary action to complete the remaining contract work.

Equal Opportunity – Affirmative Action

The successful Contractor shall comply in all aspects with the Equal Employment Opportunity Act. Each Contractor with 15 or more employees shall be required to have an Affirmative Action Plan which declares that the Contractor does not discriminate on the basis of race, color, religion, sex, national origin or age and which specifies goals and target dates to assure the implementation of equal employment. Each Contractor with fewer than 15 employees shall be required to have a written equal opportunity policy statement declaring that it does not discriminate on the basis of race, color, religion, sex, national origin or age. Findings of non-compliance with applicable State and Federal equal opportunity laws and regulations could be sufficient reason for revocation or cancellation of this Contract.

Awards

The Assistant Superintendent for Business reserves the right to reject any or all bids, or the bids for any one or more commodities or contractual services included in any or all bids, to waive any informality in bids and unless otherwise specified to buy any part or the whole from one or more bidders when it is to the Board of Education's best interest to do so.

IX.

EEOC COMPLIANCE

Conn. Gen. Stat. Sec. 4a-60:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved;

The contractor agrees, in all solicitations or advertisements for employees placed for or on behalf of the contractor, to state that is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission;

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contact or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 46a-68e (requiring contractor to file compliance reports with the commission) & 46a-68f (requiring compliance reports contain information on labor union practices) and with each regulation or relevant order issued by the commission;

The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures or the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56;

The contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and supplies of materials.

Conn. Gen. Stat. Sec. 4a-60(a):

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate of permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation;

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 4a-60a and with each regulation or relevant order issued by the commission; The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures of the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56.

END OF NOTIFICATION TO BIDDERS

X.

**ADVERTISEMENT
WESTPORT PUBLIC SCHOOLS**



TO: All Interested Bidders
FROM: Craig Schmarr – Supervisor of building operations
DATE: April 28, 2017
SUBJECT: **SPECIFICATIONS AND BID FORMS
CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS
BID # 17-017-BOE.**

Sealed bids can be mailed anticipated and will be received in the office of the **Director of School Business Operations, Westport Public Schools, 110 Myrtle Avenue, 3rd Floor, Westport, CT** no later than May 23, 2017 at:10:00 am. for CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS as described herein. All bid envelopes shall be marked.

"BID # 17-017-BOE – CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS".

NO SUBSTITUTIONS ACCEPTED ON ITEMS MARKED ON THE BIDDING LIST

Bid packages are available in our website: <https://www.westport.k12.ct.us/district/business-office/bids>