

I. WESTPORT BOARD OF EDUCATION  
110 MYRTLE AVENUE  
WESTPORT, CT 06880  
203 341-1002  
SPECIFICATION COVER SHEET  
BID #15-019-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 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. 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: CUSTODIAL SUPPLIES - WESTPORT PUBLIC SCHOOLS  
TYPE OF BID: Sealed BID BID #15-019-BOE  
BID CLOSURE DATE: Received Until: DATE: June 2, 2015 TIME: 10:00 A.M.

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 x

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 #15-019-BOE**

LENGTH OF TIME PRICES WILL BE HONORED: THROUGH JUNE 30, 2016

STATE ESTIMATED DELIVERY DATE: \_\_\_\_\_

STATE ESTIMATED COMPLETION DATE: \_\_\_\_\_

**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 #15-019-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:

**June 2, 2015 at 10:00 A.M.**

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

**BID #15-019-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.

The Proposer should also include three (3) references from similar engagements for Connecticut Municipal and School clients along with individual names and telephone numbers.

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

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 #15-019-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 includes 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.

#### IV. CONDITIONS FOR BIDDING (CONTINUED)

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 submit 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 to release and discharge by bidding on this contract for the vendor him/herself, his/her heirs executors administrators and assigns, release acquit and forever discharge the Westport School System, its Board of Education and all employees and any or all other persons, firms and corporations of and from 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 growing out of any former client contacted by the Westport School System to obtain an opinion regarding any performed by your company. The above release shall also include and apply to any former client contacted.

**Insurance Requirements  
Vendors/Contractors/Users of Town Properties**

Article: Insurance Requirements

The Vendor/Contractor/User of Town Property shall purchase from and maintain, for the life of the contract, in a company or companies with an A.M. Best rating of A- (VII) or better. Such insurance will protect the Town from claims set forth below which may arise out of or result from the Vendor/Contractor/User of Town Property obligation under this agreement, whether such obligations are the Vendor/Contractor/User of Town Property or by 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 the Town as an additional insured 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 the Town.
- The policy shall contain a waiver of liability in favor of 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 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 the Town as an additional insured.

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 coverage's 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 the Town as an additional insured.

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 the Town as an additional insured.

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 the Town as an additional insured and waive subrogation in favor of the Town.

As to the insurance required, the insurer(s) and/or their authorized agents shall provide the Town with certificates of insurance prior to execution of the agreement by the Town, 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 updated certificate.)

VI.

**Westport Board of Education, Westport, CT**  
**Hold-Harmless and Indemnification Agreement**

The Vendor/Contractor/User of Town Property shall fully indemnify, defend and hold harmless the Town/City of Westport and/or the Westport Board of Education 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 agreement and alleged to have been caused in whole or in part by the Contractor, and even if caused by the negligence of the Town/City and/or the Board of Education or any of their officers, employees, agents, servants and volunteers. 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 this contract, out of the Contractor's or Contractor Parties' Acts concerning its or their duties and obligations as set forth in this 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 the Town/City and/or the Board of Education shall be endorsed on the Contractor's policies of insurance as additional insured.

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 the Town/City and/or Board of Education 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 the Town/City and/or Board of Education is excess.

The Vendor/Contractor/User of Town Property insurance carrier will waive all rights of subrogation against the Town/City and/or Board of Education, 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.

**I. LOCATIONS/CONTACTS**

<b><u>SCHOOL/ADDRESS</u></b>	<b><u>CONTACT PERSON/TELEPHONE NO.</u></b>
<b>Staples High School</b> 70 North Avenue Westport, CT 06880	Horace Lewis, Head Custodian (203) 341- 1270 (203) 943-9428 - Cell
<b>Bedford Middle School</b> 88 North Avenue Westport, CT 06880	Harold Ott, Head Custodian (203) 341-1500 (203) 943-9430 - Cell
<b>Coleytown Middle School</b> 255 North Avenue Westport, CT 06880	Joseph DiPalma, Head Custodian (203) 341-1600 (203) 360-2502 - Cell
<b>Kings Highway Elementary School</b> 125 Post Road West Westport, CT 06880	Bill Broadhurst, Head Custodian (203) 341- 1800 (203) 341-9437
<b>Long Lots School</b> 13 Hyde Lane Westport, CT 06880	Peter Barcello, Head Custodian (203) 341- 1900 (203) 604-4616 - Cell
<b>Coleytown Elementary School</b> 65 Easton Road Westport, CT 06880	Paul Booth, Head Custodian (203) 341- 1700 (203) 943-9442 - Cell
<b>Green's Farms School</b> 17 Morningside Drive S. Westport, CT 06880	William McDonald, Head Custodian (203) 222- 3600 (203) 943-9439 - Cell
<b>Saugatuck Elementary School</b> 170 Riverside Avenue Westport, CT 06880	Al Orozco, Head Custodian (203) 221-2900 (203) 943-9448 - Cell

CUSTODIAL SUPPLIES  
BID 15-019-BOE

Item #	Description	Quantity	Bid Price (unit price x quantity)
1	M.D. Stetson Transsend Green Seal Fl. Finish - 1200 Gal., NO SUBSTITUTIONS	1200 Gallons	
2	Enhancer Spray Buff 12 Qt. 10 cs.	10 Cases	
3	M.D. Stetson EPS Stripper & Degreaser Green Seal 450 Cases, NO SUBSTITUTIONS	450 Cases	
4	Dupal #58 Lotion Soap, Unscented Green Seal - 800 mil.-12 bx./cs. 260 Cases, NO SUBSTITUTIONS	260 Cases	
5	N.E. Maint. Depot Eco Wet Mops Equal or Better 95 Cases NO SUBSTITUTIONS	95 Cases	
6	GoJo Lotion Soap Disp.- Push In Handle - White 60 units	60 Units	
7	Toilet Tissue 2 Ply, North River Green Seal Only Seal, Jr. Jumbo Rolls, 12/cs. Eq. or Better - 1500 Cases	1500 Cases	
8	North River Green Seal Roll Towels, Certified 9 x 11 L, 350 ft. 12/cs. - Eq. or Better Sample Requested - 1400 cs.	1400 Cases	
9	Facial Tissue - 100/bx., 30 bxs./cs. Samples Req.- 200 Cases, Green Seal Certified Equal or Better 9.25 x 8.25	200 Cases	
10	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, NO SUBSTITUTIONS	1300 Cases	
11	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, NO SUBSTITUTIONS	1000 Cases	
12	Interplast Pitt Plastics Performance HD Liners, Extra Heavy 60 Gal. 38 x 58, (black only), 200 pkg., 8/25 - HCxL6017 Sample Required - , 15 Microns No Box, Shrink Wrap Only, NO SUBSTITUTIONS	200 Cases	
13	E Z Way Prod. Environ. Green Seal Appr. Ice Melt - NO SUBSTITUTIONS 350 Bags	350 Bags	
14	Gum Freeze Gum Remover 12/cs. Sample Requested 10 cs.	10 Cases	
15	Bissell Back Pack Vacs - Big Green 10 qt., NO SUBS. w/Tool Kit and Attachments, Model 37491 - 16 un.	16 Units	

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CUSTODIAL SUPPLIES  
BID 15-019-BOE

Item #	Description	Quantity	Bid Price (unit price x quantity)
16	Dust Cloths, 18 x 18, 200/cs. Yellow, Ft. Howard or Better - Sample Required - 100 cs.	100 Cases	
17	Cotton Boss Work Gloves Sample Requested 50 prs.	50 Pairs	
18	Toilet Bowl Brushes Wood Handle 19" Length Sample Requested - 30 brushes	30 Brushes	
19	Shazame Degreaser Bio Enzyme Cleaner Degreaser - NO SUBSTITUTIONS 10 cs.	10 Cases	
20	Neoprem Gloves Long Sleeve XL - Sample Required 20 prs.	20 Pairs	
21	Latex, Extra Lg. Surgical Gloves, 1000 Count 24/cs. - 80 cs. - Sample Required	80 Cases	
22	Quest- The Magician Stain Removing Sponge 24/cs. - 26 cs.	26 Cases	
23	Extension Cords 50 ft. 50 ft. - 14/3 Guage 20 un.	20 Units	
24	E-Z Way Flop Dust Mop System NO SUBSTITUTIONS - 24 Pieces	24 Pieces	
25	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	
26	NCL Foam Break - 4 gals. per case NO SUBSTITUTIONS - 10 cs.	10 Cases	
27	Kabloohey Restroom Cleaner NO SUBS 40 cs.	40 Cases	
28	Urinal Screens Non Para 12/cs. 100 Active Materials To Contain Quats - 20 cs.	20 Cases	
29	3M High Pro Stripping or Equivalent Pads, Black 20 in. or Eq. 55 cs.	55 Cases	
30	3M or Eq. Scrubbing Pads 20 in. Blue - 20 cs. Per Case	20 Cases	
31	3M 3600 Eraser Buff Pads 20 in. or Eq. 50 cs.	50 Cases	
32	3M Red Speed Pads 20 in. or Eq. - 50 cs.	50 Cases	

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CUSTODIAL SUPPLIES  
 BID 15-019-BOE

Item #	Description	Quantity	Bid Price (unit price x quantity)
33	3M Scrubbing Sponges or Better, Scotch Brite 6 1/4x3 1/2x5/8 - 75 cs.	75 Cases	
34	Cellulose Sponges 7 3/8x4x2x1/4 - Sample Required 2 cs.	2 Cases	
35	Rubbermaid Lobby Dust Pan #2007 20 un.	20 Units	
36	Rubbermaid Lobby Dust Brooms 20 un.	20 Units	
37	Angled Brooms Upright Flagged Polystyrene 30 un.	30 Units	
38	Rubbermaid or Equal Mop Bucket & Wringer Marked "Wet Floor" on Casters 26 qt, Plastic - 20 un.	20 Units	
39	Rubbermaid Plastic Yellow #6112-Eng./Span. Wet Floor Signs, 5 un.	5 Units	
40	3M 3600 Eraser Pads 27 in. 34x3 1/4x4 1/2 30 cs.	30 Cases	
41	N. E. Maint. Depot Rough Fl. Wet Mops - NO SUBS 12/cs. - 45 cs.	45 Cases	
42	Rubbermaid Waxed Paper Receptacle Liners #6140 30 cs.	30 Cases	
43	Champ Wipes Work Horse Wipes, Pop Up #8688, 9 1/4 x 16 1/4 NO SUBS- 300 cs. - 225/bx./4 bxs/cs.	300 Cases	
44	First Aid Kits, Indoor For Up To 25 People 3 kits	3 Kits	
45	North Safety Products Disp. Non-Toxic #7140N95 Dust Masks - 10 bxs.- 50/bx.	10 Boxes	
46	Cloth Duct Tape 2" x 60 yds. 3 in Core - 5 rolls	5 Rolls	
47	Unger Brute Scraper 20 un.	20 Units	

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**CUSTODIAL SUPPLIES**  
**BID 15-019-BOE**

Item #	Description	Quantity	Bid Price (unit price x quantity)
48	NCL Rely Foaming Disinfectant Cleaner 20 oz. Bottles NO SUBSTITUTIONS 30 cs.	30 Cases	
49	Fort James 9" Jumbo Bath Tissue Disp. #58250, Equal or Better 85 un.	85 Units	
50	Triple SSS Foam Disinfect. Cleaner - 12/cs. - 95 cs. NO SUBSTITUTIONS	95 Cases	
51	Triple SSS D C Plus Foam Disp. Cleaner NO SUBSTITUTIONS 40 cs.	40 Cases	
52	Twister Stone Care Grout Cleaner 4 gal./cs. NO SUBSTITUTIONS - 20 cs.	20 Cases	
53	Split Non-Detergent Restroom Cleaner 4 gal. per case - 8 cs.	8 Cases	
54	Seco High Duster Extension Duster, or Equivalent 45 un.	45 Units	
55	Probe Back Pack Vacuum Bags, 20 cs.	20 Cases	
56	X-Treme Gym Kote Wood Finish Water Based Urethane 5 gal. Pail NO SUBSTITUTIONS - 25 Pails	25 Pails	
57	X-Treme Maintainer, 4 gal./cs. Citrus Finish Restorer, 8 Cases, NO SUBSTITUTIONS	8 Cases	
58	X-Treme Blue Floor Cleaner, 4 gal./cs. 8 Cases, NO SUBSTITUTIONS	8 Cases	
59	Eco-G Floor Finish, Green Seal, 5 gal./cs. NO SUBSTITUTIONS, 20 cs.	20 Cases	
60	Stainless Steel Clean & Polish Towels 40/Container Must have 3rd Party Green Seal or Eco Logo, 60 cs.	60 Cases	
61	Smart San Healthcare Personal Hand Wash - Unscented SMA0019 - 6 x 1 Case Liter Bottles Foam - 40 cs.	40 Cases	
62	18 in. Gym Floor Sanding Screens 80 Grit 10 bxs.	10 Boxes	
63	18 in. Gym Floor Sanding Screens 100 Grit 10 bxs.	10 Boxes	
64	18 in. Gym Floor Sanding Screens 120 Grit 10 bxs.	4 Boxes	
65	18 in. Gym Floor Sanding Screens 60 Grit 4 bxs.	4 Boxes	

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CUSTODIAL SUPPLIES  
BID 15-019-BOE

Item #	Description	Quantity	Bid Price (unit price x quantity)
66	Triple SSS Back Pack Vacs Speed Star 1000 6 un., NO SUBSTITUTIONS	6 Units	
67	Triple SSS Filter Bags Speedstar 1000, 10 Packs Per Case 40 cs.	40 Cases	
68	Flexi Sheen Wax Conditioner 4 gal/cs. 5 cs.	5 Cases	
69	Flexi Clean Rubber Floor Cleaner 4 gal./cs 5 cs.	5 Cases	
70	WD40 - 802 Cans 4 cs.	4 Cases	
71	Clorox Tilex Mildew Rem. 9 qt. Spray Bottles/cs. 30 cs., NO SUBSTITUTIONS	30 Cases	
72	Rubbermaid Tilt Trucks 56 3/4"L x 28"W x 38 5/8"H #9T17 - 1 un.	1 Unit	
73	Rubbermaid Site Safety Hanging Signs #9S15 6 un.	6 Units	
74	Unger Rubber Gloves, Window Washing Gloves Ung. Gloves 8 prs.	8 Pairs	
75	Rubbermaid Brute Dolly RCP 2840-43 12 un.	12 Units	
76	M.D. Stetson HYDSP 4912 Wall Mount Dispenser Equal or Better - 12 un.	12 Units	
77	M.D. Stetson PC 101 Neutral Glass Cleaner Green Seal 4/cs. Equal or Better -50 cs., NO SUBSTITUTIONS	50 Cases	
78	M.D. Stetson PC 103 Disinf. 256 HBV - 4/cs. NO SUBSTITUTIONS 35 cs.	35 Cases	
79	Rubbermaid Trolleys Pt. #3551-88 12 un.	12 Units	

CUSTODIAL SUPPLIES  
BID 15-019-BOE

Item #	Description	Quantity	Bid Price (unit price x quantity)
80	Core Products Hydroxi Pro Cleaning Wipes - 35 Wipes per Tub 7x9 - 6/cs. 20 cs.	20 Cases	
81	Triple SSS Multi Purpose Cleaning Wipes - 75 Wipes per Tub 8x12 - 6/cs., 25 cs.	25 Cases	
82	Triple SSS Nex Gen Micro Fiber Carpet Bonnets 21 in. Reversible 6/cs. 6 cs.	6 Cases	
83	Triple SSS Micro Fiber Looped End Dust Mop Pads 24" Slant Slip Blue - 10 cs.	10 Cases	
84	Triple SSS High Duster Sleeves #89036/89037/ 89038 10 of each - 10 cs.	10 Cases	
85	Triple SSS Nex Gen Micro Fiber General Purpose Cleaning Wipes #89028 250/cs-20 cs. Green	20 Cases	
86	Triple SSS Nex Gen Micro Fiber Gen. Purp. Cleaning Wipes #89031 250/cs.-20 cs. Blue	20 Cases	
87	Triple SSS Nex Gen Micro Fiber Gen. Purp. Cleaning Wipes #89034 250/cs.-10 cs.	10 Cases	
88	Triple SSS Micro Fiber Gloves #89040 Detail Gloves 12/cs. 2 cs.	2 Cases	
89	Rubbermaid Recycling Cont. #3959-06 or Equal 20 un.	20 Units	
90	Rubbermaid Recycling Cont. #3536-06 4 un.	4 Units	
91	Rubbermaid Mobile Fence #9513 2 un.	2 Units	
92	M.D. Stetson PC 120 - Multi SurfaceCleaner Green Seal 4 Per Case - Equal or Better 60 cs.	60 Cases	
93	Nexstep #96072 24" x 5" Washable Microfiber Dust Mops Blue 12/cs., 10 cs.	10 Cases	
94	Nexstep #96074 36" x 5" Washable Microfiber Dust Mops 6/cs., 10 cs.	10 Cases	
95	Nexstep #96076 48" x 5" Washable Microfiber Dust Mops 6/cs., 10 cs.	10 Cases	

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CUSTODIAL SUPPLIES  
BID 15-019-BOE

Item #	Description	Quantity	Bid Price (unit price x quantity)
96	Nexstep #96078 60" x 5" Washable Microfiber Dust Mops 6/cs., 10 cs.	10 Cases	
97	KC16N Blue Microfiber Towels 16 x 16 270 gsm 50/pk 6 cs.	6 Cases	
98	KC16R Blue Microfiber Towels 16 x 16 270 gsm 50/pk 6 cs.	6 Cases	
99	Smart San Pop Up Wipes 160 Containers, 6/cs., 10 cs.	10 Cases	
100	Sani cloth HP Wipes 6/cs. NO SUBSTITUTIONS - 10 cs.	10 Cases	
101	Triple SSS Multi Surface Cleaning Wipes, 6 Tubs/cs., 5 cs.	5 Cases	
102	M.D. Stetson Prozime #121 NO SUBSTITUTIONS, 120 cs.	120 Cases	
103	M.D. Stetson #108 Spray & Wipe NO SUBSTITUTIONS, 140 cs.	140 Cases	

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**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 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. 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 or 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

DATE: May 4, 2015

SUBJECT: **SPECIFICATIONS AND BID FORMS  
CUSTODIAL SUPPLIES - WESTPORT PUBLIC SCHOOLS  
BID #15-019-BOE**

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Sealed bids will be received in the office of the Director of School Business Operations, Westport Public Schools, 110 Myrtle Avenue, 3<sup>rd</sup> Floor, Westport, CT no later than **JUNE 2, 2015 at 10:00 A.M.** for CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS as described herein. All bid envelopes shall be marked "**BID #15-019-BOE CUSTODIAL SUPPLIES – WESTPORT PUBLIC SCHOOLS.**"

Bid packages are available in the District Maintenance Office, One (1) Canal Street, Westport, CT starting on May 4, 2015, between the hours of 8:30 a.m. and 3:00 p.m. or on-line from our website: <http://www.westport.k12.ct.us>