

# PULASKI BOARD OF EDUCATION

## 2017 CUSTODIAL BID



**BID RELEASED**      November 11, 2016

**BID ADVERTISED**   November 11-December 16, 2016

**BID DUE DATE**      December 16, 2016 AT 2:00PM

29	Sponge # 74	each		
30	Sponge magic erase	each		
31	Trash can—Rubbermaid #2956	each		
32	Trash can– Rubbermaid #2957	each		
33	Trash can– Rubbermaid #2643	each		
34	Trash can– Rubbermaid #2655	each		
35	Urinal screen - SSS sea shell flat lime twist	Case/10		

ANY ITEM HIGHLIGHTED REQUIRES A SAMPLE  
IF YOU DO NOT SUBMIT A SAMPLE FOR THESE ITEMS,  
YOUR BID FOR THESE ITEMS WILL NOT BE ACCEPTED.

Please quote the following and include a list of product available

1. Dispensing units and chemicals -(Example - Navigator or Arsenal)
2. Restroom cleaner - Example - (Kaivac or C3)
3. Janitors Cart - Rubbermaid
4. Vacs - list several options
5. 3X5 AND 4X6 indoor outdoor mats
6. Toilet paper - (Example 76304)
7. Paper towels - (Example 76018)
8. Soap - (Example Hillyard 0039403)
9. Hand Sanitizers with hanging dispensers - Purell or equal quality
10. Chemical spray for Bed bugs - could include alcohol 91% if you can find a source

**PULASKI COUNTY SCHOOL SYSTEM SPECIAL CONDITIONS  
FOR THE 2017 CUSTODIAL LINE ITEM BID**

	DESCRIPTION	PACKED	PRICE	COMMENT
1	Antibacterial hand soap - 8 oz pump bottle - case of 12	case/12		
2	Aerosol - furniture polish - lemon scent - specify ounces	case/12		
3	Aerosol - hornet and wasp spray - specify ounces	case/12		
4	Aerosol- lice killer - specify ounces	case/12		
5	Aerosol - glass cleaner	case/12		
6	Aerosol - disinfectant spray SSS/Zenex or equal	Case/12		
7	Aerosol - disinfectant foam spray SSS/Zenex or equal	Case/12		
8	Aerosol - stainless steel cleaner	Case/12		
9	Aerosol - air freshener	Case/12		
10	Brooms - natural corn	each		
11	Brooms - black bristle with orange handles	each		
12	Janitors feather duster- 16" handle minimum	each		
13	Lobby dustpan-2 way aluminum handle	each		
14	Nitrile gloves - sm-med-lrg-xl	case/10		
15	Plunger - black cup with a wooden handle	each		
16	Slip on floor savers- box of 100- box of 1000	case 100		
	Expanded technology	case 1000		
17	Floor savers - carpet stick ons - box of 1000	box		
18	Tissue - facial tissue- 30 boxes to a case	case		
19	Towel- white kitchen towel - 11x9 - 90 sheets /30 rolls	case		
20	<b>24 X 33 - 1000 to a case</b> - used in small classroom cans 12-16 gallon - 8 micron or .30 mil minimal BLACK	case		
21	<b>33 x 40 - 500 to a case</b> - used in lrg classroom cans 33 gallon - 15-20 microns or .50-.75 mil BLACK	case		
22	<b>38 x 60 - black terra bags - 100 minimal per case</b> - 55 gallon - 1.5 - 2.0 mil black bags BLACK	case		
23	3M easy scrub flat mop - pole - set or hillyards impact silver and orange mop	each		
24	18" flat mops for laying wax	case		
25	18" scrubber pad- or wet mops with fringe-	case		
26	24" dust mops with fringe - flat mops	case		
27	48" dust mops with fringe - flat mops	case		
28	EZ trap dusters	case		

**Company Name**

- The district office will issue purchase orders for the awarded items for delivery to their respective locations. **The district will expect vendors to deliver orders of \$50.00 or more to each of our locations whenever that is requested.**
- **All prices quoted will include any and all freight charges.**
- **Deliveries should be made between 9am and 2pm, Monday through Friday.**
- Items that do not comply with the general conditions of this bid or with item specifications will be returned at the vendor's expense.
- All orders placed shall be delivered to the respective locations **weekly**.
- Prices on awarded bid items will be effective from January 16, 2017 through December 31, 2017. The specified items on the bid will be used by the entire Pulaski County School System.
- Bids will be evaluated based on best over all value. This is determined by customer service, quality of merchandise, delivery time, complying with bid specifications and best price.
- The Pulaski County Board of Education reserves the right to periodically evaluate the service of the awarded vendor and award the bid to the next best valued bidder if it is in the best interest of the district. Reasons for cancellation of an awarded item may be, but are not limited to, slow service, incorrect billing procedures, excessive back orders, not complying with specifications or poor quality of merchandise.
- The awarded bidder must provide a toll free phone number and an email address to take orders for all purchasing.
- If you fail to send samples when one is requested you will **NOT** be awarded that item.
- A committee will review responses to the 2017 Custodial Line Item Bid and narrow the award to the top responding vendors. We feel limiting our vendor award is in the best interest of Pulaski County Schools. It will limit the number of purchase orders and checks that are to be cut for custodial supply purchases. Vendors awarded will be required to deliver to all locations on a weekly basis if necessary.
- If you receive a large increase on a particular item (such as liners) as has happened in the past- **when your company is to the point of losing money on that item**, we request proof of the increase and based on your profit margin of the original bid price, a new price will be set which will not exceed the original profit margin and must be agreed upon by both parties.

Please sign above if you agree to the special conditions of this bid.

**Post Office Box 1055  
Somerset, KY 42502  
Phone 606-679-1123**

**Pulaski County Board of Education**

**501 University Drive  
Somerset, KY 42503  
Fax 606-679-1438**

**----INVITATION TO BID----**

**Reference Number: Custodial Bid                      Bid Title : Custodial Bid 2017**

**Date Bid is Due: Friday, December 16, 2016      Time Bid is Due: 2:00 PM**

**Department or School: District Wide              Funds: Various**

**Date Bid Information Released: Friday, November 11, 2016**

Sealed bids are requested on the following list of materials, articles, or services for delivery to the School or Department designated, subject to the conditions of this invitation.

1. This invitation is supplied in duplicate. Submit one copy of the completed bid in an envelope clearly marked "Bid" and include the above reference number. The duplicate copy is to be retained by the bidder.
2. Prices must be stated in units of quantity as specified and extended in total column for each item and/or lot. All bid prices must include transportation and delivery to the warehouse or building as specified.
3. Bids, to receive consideration, must be received prior to time designated in this invitation, and none will be accepted thereafter.
4. Some officer or member of the bidding firm who is authorized to legally bind the firm must sign bid form.
5. The Board of Education reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposal as may be deemed to its interest, and to award by item, combination of items or lot.
6. All bids shall be effective from date of opening until the date specified in special conditions of bidding, and no bid may be withdrawn prior to that time.
7. Manufacturer's catalogue numbers, trade names, etc., where shown herein, are for descriptive purposes to guide the bidder in interpreting the standard of quality, design and performance desired, and shall not be construed to exclude proposals based on furnishing other types of materials or service. However, any substitution or departure proposed by bidder must be clearly noted and described; otherwise, it will be understood that bidder intends to supply items specifically mentioned in the bid invitation.
8. It is the responsibility of the bidder to furnish specific product content data, as required by law (MSDS), stating that the product(s) bid meet(s) federal, state, and/or local regulations, i.e., OSHA (lead free), AHERA (asbestos free); Federal specifications; and ASTM.
9. Samples requested must be furnished free of expense to the Pulaski County Public Schools, and if not destroyed or consumed in testing or evaluating, or required in connection with the award will, upon request, be returned at the bidder's expense. Right is reserved to mutilate or destroy any samples if considered necessary for testing purposes.
10. When applicable, the firm, company, or manufacturer awarded the bid must have a representative available for on-site visits if a special need arises or if there is a problem with the product(s) bid.

Invitation to Bid  
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11. It is to be understood that the bidder, if awarded an order or contract, agrees to protect, defend and save harmless the Board of Education from any suits or demands for payment that may be brought against it for the use of any patented material, process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the Board of Education from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties by, or for any of the acts of the contractor, his servants or agents.
12. Federal Excise Taxes or Kentucky Sales and Use Taxes are not applicable to any purchase made for use of the Pulaski County Public Schools. Bids should not include any such taxes. Purchase Exemption certificates will be furnished as required.
13. Information pertaining to any item or condition in this request may be obtained by communicating with the Pulaski County Public Schools, 501 University Drive, Somerset, Kentucky 42501 (606) 679-1123.
14. It is to be understood that the bidder, if awarded the contract, deliver the equipment/services within seven (7) days of an order being placed.
15. The bid period shall be effective from January 16, 2017 through December 30<sup>th</sup>, 2017.
16. CONFLICTS OF INTEREST
  - A. KRS 45A.455 prohibits conflicts of interest, gratuities, and kickbacks to employees of the Pulaski County Public Schools in connection with contracts for supplies or services whether such gratuities or kickbacks are direct or indirect.
  - B. KRS 45A.990 provides severe penalties for violations of the laws relating to gratuities or kickbacks to employees which are designed to secure a public contract for supplies or service.

THIS CERTIFICATE MUST BE EXECUTED BY BIDDER

In compliance with this invitation to bid; in consideration of the detailed description attached hereto; and subject to all conditions thereof, the undersigned agrees, if this bid be accepted within the time stipulated above, to furnish any or all of the items upon which prices are quoted in accordance with the specification applying at the price set opposite each item.

All items shall be shipped prepaid and delivery will be completed within \_\_\_\_\_ days after receipt of purchase order.

Terms of \_\_\_\_% cash discount to apply if invoices are paid within \_\_\_\_\_ days after delivery and acceptance of goods.

**NOTE:** By law, the school district must receive approval from the Board of Education prior to payment of invoices unless it is taking advantage of a discount. Otherwise, payment must be made after receiving approval of the payment by the Board, which meets the Tuesday following the second Monday of each month. No late charges, finance charges, carrying charges or other such charges will be honored.

Firm Name \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_