

**Johnston County Public Schools
REQUEST FOR PROPOSALS
Custodial Supplies and Training**



Johnston County Public Schools

**Point of Contact: Cynthia Rivera/ Director of Purchasing
Purchasing Department**

Email: purchasing@johnston.k12.nc.us

Office: (919) 934-6032

Ext. 8065

DEADLINE FOR SUBMISSION OF PROPOSALS:

JANUARY 16, 2025 by 9:00 A.M.

NOTICE TO BIDDERS

All bids are required to be **SEALED** and received by Johnston County Public Schools, Purchasing Department located at Simpson's Building, 2320 US HWY 70 Business East Smithfield, NC 27577, RFP No. 200-SUPPLIES-01162025-CR, Attn: Cynthia Rivera no later than **9:00am (local time)** on Thursday, January 16, 2025. All replies must reference RFP No. 200-SUPPLIES-01162025-CR

NOTE: RFP No. 200-SUPPLIES-01162025-CR and Vendor Name, must be present and visible and clearly labeled on the outer shipping package/container/envelope otherwise the bid will be rejected. **Refer to page 7 for proper mailing instructions.**

Bids submitted via facsimile (FAX) machine, open, see through, or emailed in response to this Request for Proposals will not be acceptable. Bids are subject to rejection unless submitted on this form.

**Historically Underutilized Businesses are encouraged to bid*

ANTICIPATED TIMELINE:

EVENT	DATE/TIME
Public Notice	January 2, 2025
Submit Questions to deweybaker@johnston.k12.nc.us	By 5:00pm on January 9, 2025
Provide Responses to Questions at this Link	January 10, 2025
Bid Documents Due	By 9:00am on January 15, 2025
Public Bid Opening	All Sealed Bids will be opened on January 15, 2025 at 9:am

**Johnston County Public Schools
REQUEST FOR PROPOSALS
Custodial Supplies and Customer Service/Training**

I. REQUEST FOR PROPOSALS

A. Request

Johnston County Public Schools, North Carolina ("JCPS") is seeking proposals from qualified vendor(s) to provide all supplies, materials, dispensers, and related customer services (such as training, workshops, and periodic follow-up inspections), and all additional tasks as necessary to accommodate and support a successful custodial program.

B. Obtaining a Request for Proposal

This RFP is available to all qualified firms. Copies of this RFP can be obtained from JCPS Purchasing Department, or by emailing Cynthia Rivera, Director of Purchasing at purchasing@johnston.k12.nc.us

C. Questions

All questions regarding this RFP, the services identified herein, or any request for additional data or information must be submitted in writing by **5:00 P.M. on Thursday, January 9, 2025**. All questions must be sent to Cynthia Rivera, via email to purchasing@johnston.k12.nc.us the subject line must reference **Questions RFP No. 200-SUPPLIES-01162025-CR**.

Responses to these questions will be provided no later than **Friday, January 10, 2025** via this [LINK](#). JCPS will make every effort to provide answers to questions within 24 hours of receiving the question via the Link provided. Questions received after the timeframe provided to submit questions are not guaranteed to be answered. JCPS will make every effort to answer any and all questions submitted.

D. Submission of Proposal

To receive consideration, an original and two (2) copies of the proposal shall be submitted to JCPS (by mail or in person), **no later than 9:00 A.M. on January 16, 2025** at which they will be publicly opened. Bidders are welcome to attend the bid opening but bidder presence is not required and no weight or other consideration toward any award decision will be given to any bidder's attendance or absence at the bid opening. The time/date recorder located at JCPS Simpson's Building, 2320 US HWY 70 Business East Smithfield, NC 27577, will be used to record the official time of receipt. **The outside of the sealed envelope or package shall be marked RFP No. 200-SUPPLIES-01162025-CR and include Vendor Name. It is the responsibility of the bidder to have the bid in this office by the specified time and date of opening.**

***** USPS mail is automatically routed to our PO Box which creates issues for large packages, please do NOT use this method to send proposals.*****

II. SUMMARY

The intent of this RFP is to provide custodial supplies and necessary training to support the custodial upkeep to all Johnston County Public Schools and administrative buildings. Vendor(s) shall provide JCPS with the products, including but not limited to: cleaning solutions, floor care products, paper products, plastic products, tools, dispensers, and other related items. Comprehensive training and programs shall be provided, at no additional cost to JCPS, by the vendor(s) and made available as needed to ensure that all JCPS custodial employees are properly trained in the use of chemicals, floor care systems, materials and equipment.

It is Johnston County Public Schools' intent to enter into contract with one or more selected Vendor(s) to provide custodial supplies and customer service/trainings. All JCPS custodial supplies shall be delivered to one central location in Smithfield (601-A West Market Street Smithfield NC 27577). Training will be held at various school locations within Johnston County. JCPS will enter into an agreement with the vendor(s) it determines to be in the best interests of JCPS.

III. TERM OF CONTRACT

The initial term of the agreement will be effective from July 1, 2025 through June 30, 2028 and renewed annually for Two (2) additional one (1) year periods upon mutual consent and approval by the Johnston County Public Schools. Any amendment or modification of the agreement shall be null and void, unless it is contained in a writing signed by both parties.

IV. PROPOSAL FORMAT

Responses must follow the format outlined below. Johnston County Public Schools may reject as non-responsive at its sole discretion any proposal that does not provide complete and/or adequate responses or departs in any substantial way from the required format. Responses should be divided using tabs to separate each section, listed sequentially as follows:

A. Cover Letter

Provide an introduction letter summarizing the unique ability of your company to meet the needs of the supply and service requirement. This letter should be presented on the company's official letterhead and signed by an authorized representative who has the authority to enter into a contract with Johnston County Public Schools on behalf of the company. Additionally, include the name, address, telephone and email address, location of office, and hours of operation of the individual who serves as the point of contact for this solicitation. The letter should describe any litigation or threatened litigation against your firm or its owners

B. Project Understanding, Approach and Schedule

1. Provide a comprehensive narrative (in writing) demonstrating how your organization would handle the JCPS supplies (accommodating demand, distribution schedule, effectiveness) and

services (trainings, workshops, machine use and care, and inspections).

2. Provide a detailed narrative (in writing) describing your approach to developing and delivering a complete, custom custodial training program for JCPS. Include a detailed outline of your plan to provide a comprehensive training package that will address the entire scope-of-work for JCPS custodial staff as it relates to product selection, product usage, cleaning procedures, etc. Please be specific.

3. Indicate the amount of time (number of working days) per month the primary representative will be available to facilitate in-person training.

4. Provide a detailed summary (in writing) of all established training and professional development resources and services that will be made available to JCPS custodial staff.

5. Include a list of any no-charge value added services provided with your proposal. Specify if there are any limits or conditions for these services.

C. Corporate Background and Experience

Include background information on the company and provide detailed information regarding the company's experience with similar projects equivalent in size and complexity to Johnston County Public Schools (District not single Facility). Provide a list of all similar contracts performed in the past three (3) years, accompanied by at least three (3) references (contact persons, company, telephone number and email address). Include the length of the project, the yearly amount paid, the number of schools and other buildings, and list of those involved in the project who are also proposed for the subject project named in this solicitation. Failure to provide a list of all similar contracts in the specified period may result in the rejection of the firm's proposal. The evaluation team reserves the right to contact any or all listed references, and to contact other public entities regarding past performance on similar projects.

D. Project Team, Experience and Certifications

Advise if the same account manager, billing manager, support staff and/or training staff will be assigned to work with JCPS, or will it be random as to who our contact will be. Please describe how each one of these individuals will assist. Provide the level of experience you have with various supplies and services.

Provide name of primary point of contact, length of time at firm, detailed job description, personal experience with similar projects in k-12 school districts, and other relevant expertise and experience that would add value to the project.

A minimum of three references shall be provided, which shall include the following: (1) identification of each reference, (2) a contact person at the reference, and (3) the reference's mailing address, telephone number, and email address. All references shall be from similar projects done by the personnel to be involved in providing supplies and services under this RFP. (3) references that are similar in size and complexity to Johnston County Public Schools (District not a single facility).

E. Financial and Insurance Information

Vendor(s) are required to submit a financial statement in accordance with the Generally Accepted Accounting Principles with their bid. If this information is provided and deemed confidential, the information shall be submitted in accordance with GS 132-1.2. Vendor(s) shall be solely responsible for compliance with GS 132-1.2 and shall indemnify JCPS against any claims arising from JCPS’s failure to disclose the materials to a third party.

Insurance: CONTRACTOR shall be required to carry general liability insurance, workers compensation insurance and motor vehicle insurance as required by State laws as outlined below:

<u>Coverage</u>	<u>Minimum Limits of Liability</u>
Workers Compensation	Statutory
Employer Liability	\$100,000/\$500,000
General Liability	
Bodily Injury	\$500,000 each occurrence
Property Damage	\$100,000 aggregate
Automobile Liability	
Bodily Injury	\$1,000,000 each person
	\$1,000,000 each occurrence
Property Damage	\$1,000,000 each occurrence
Excess Umbrella Coverage	\$3,000,000 each occurrence

Certificates of insurance shall be provided to CUSTOMER by CONTRACTOR

F. Cost

The fee proposal (Attachment A) shall be completed. The proposal must list all fees or charges to be paid by Johnston County Public Schools in connection with the delivery of custodial supplies. A Detailed Quote identifying the unit cost must be attached to verify bidder pricing and product comparability for quality. The quote must also include any additional pricing details applicable to this Request for Proposals.

V. PROCESSING OF PROPOSALS

Johnston County Public Schools reserves the right to reject any and all proposals and discontinue the RFP process without obligation or liability to any potential vendor(s).

Johnston County Public Schools reserves the right to select the proposal(s) which in its sole judgment best meet the needs, services and cost of JCPS.

Johnston County Public Schools reserves the right to accept or reject any one or more items of the proposal and/or waive any irregularities or informalities in any proposal or in the proposal process.

Johnston County Public Schools reserves the right to award more than one contract to one or more

bidders if it is in the best interest of Johnston County Public Schools.

JCPS will make decisions regarding evaluation of the proposal. JCPS also reserves the right to judge and determine whether a request is compliant and has satisfactorily met the requirements of the RFP.

VI. PROPOSAL PREPARATION

A. JCPS Not Liable for Any Pre-contractual Expenses

In no event shall JCPS be liable for any expenses incurred in the preparation of a Vendor(s) proposal or any other expenses incurred prior to execution of an agreement by both parties. Pre-contractual expenses include, but are not limited to, the following:

1. Expenses related to preparing and submitting a proposal to JCPS;
2. Expenses related to negotiations with JCPS, including without limitation negotiations regarding any contract terms, professional fees, and schedule; and
3. Any other expenses incurred by the Vendor(s) prior to entering into an agreement with JCPS.

B. Notification of Successful Vendor(s).

Vendor(s) shall be notified as soon as possible by JCPS following approval by the Johnston County Board of Education at a scheduled board meeting.

VII. SELECTION OF VENDOR(S)

A. Qualifications

The Vendor(s) shall be a single firm and must show evidence of its technical capability in the services identified in this RFP. The Vendor(s) shall also be knowledgeable concerning all applicable federal, state, and local laws, regulations, and ordinances. Work shall be done in conformance with current professional practices in the State of North Carolina.

B. Criterion for Selection of Vendor(s) to Negotiate an Agreement

JCPS will utilize the following criterion in selecting a Vendor(s):

1. Project Understanding, Approach and Schedule
2. Services
3. Qualifications
4. Quality of Products
5. Cost
6. References
7. Team, Experience and Certifications
8. Corporate Background and Experience

9. Financial and Insurance Information
10. Completeness of the proposal

As you can see there are a considerable number of criteria to consider when selecting a vendor(s) but then it is an important undertaking that will make a considerable impact on the success of JCPS.

VI. Billing and Customer Service

A. Invoices

The Vendor(s) will bill Johnston County Public Schools on a monthly basis. JCPS shall make payment of the approved amount due under the invoice within thirty (30) days of receipt of an invoice. JCPS and Vendor(s) shall cooperate in providing the necessary information and billing on a timely basis so that payment may be made.

B. Resolution of Disputes

Any disputes that may arise will be governed by North Carolina law. Venue for any litigation shall be Johnston County.

IX. Additional Terms and Conditions

Additional terms and conditions that will become a part of the Agreement are included in **Attachments A, Attachment B** and terms and conditions that follow, in this RFP.

Anticipated frequency of minimum training and workshops:

- A. We have a 2 day summer workshop to go over how to strip and wax floors properly, and shampoo and spin bonnet carpet correctly. (Also the importance of keeping the machinery clean and operating it properly.)
- B. We have training throughout the school year as needed on floor care maintenance (how to maintain the floors during the school year)
- C. We also have training throughout the school year as needed on the importance and procedure of cleaning the restrooms properly.
- D. Some extra site training depending on the need. We ask that you participate in the training and workshops with the JCPS staff.

ATTACHMENT A (Pages 9-20)
Proposal for Custodial Supplies and Customer Services

The quantities specified in this solicitation are estimates only, and the exact amount ordered will be governed by actual needs. These highest estimated quantities are based on past years usage.

Bathroom Needs Estimated quantities Cost:

<p>Center pull paper towels</p> <p style="text-align: right;">6000 cases (6 per case)</p> <p>SPEC: 950' CENTER-PULL TOWEL 1 PLY KRAFT NATURAL , 8" DIA HEAVY EMBOSS REMOVABLE CORE PERFORATION: 8"-11"Minimum basis weight of 22 lbs. MAXIMUM GREEN SEAL CERTIFIED NET CASE WEIGHT: 29.5LBS MINIMUM 6 ROLLS PER CASE IMPORTANT NOTE: VENDOR(s) MUST SUPPLY THE DISTRICT WITH CENTER-PULL TOWEL DISPENSERS THAT REQUIRE NO ADJUSTMENT AT NO CHARGE. ANNUAL REQUIREMENT IS APPROXIMATELY 250 DISPENSERS.</p> <p>{OR}</p> <p>IMPORTANT NOTE: VENDOR(s) IS REQUIRED TO FURNISH AND INSTALL DISPENSERS UPON AWARD OF CONTRACT IF PRODUCT DOES NOT WORK WITH CURRENT DISPENSERS.. DISPENSER MUST BE UNIVERSAL ACCEPTING A MINIMUM 8" WIDE BY 8" HIGH CENTER PULL ROLL TOWEL. DISPENSERS MUST BE APPROVED BY THE DISTRICT.</p> <p>DISPENSER COST: _____ DISPENSER MFR: _____ MODEL#: _____ INSTALLATION COST PER DISPENSER: _____</p>	<p style="text-align: center;">\$</p>
<p>Junior Jumbo 9" 2 ply toilet paper</p> <p style="text-align: right;">4000 cases (12 per case)</p> <p>1000' 2 PLY BATH TISSUE, 9" DIA HEAVY EMBOSS MINIMUM 3.8" WIDTH, CORE SIZE 3.25" PERFORATION: EVERY 12-15" MUST BE GREEN SEAL CERTIFIED NET CASE WEIGHT: 26LBS 12 ROLLS PER CASE</p> <p>IMPORTANT NOTE: VENDOR(s) MUST SUPPLY THE DISTRICT WITH 9" TWIN (DOUBLE) UNIVERSAL TISSUE DISPENSERS AT NO CHARGE. THE ANNUAL REQUIREMENT IS APPROXIMATELY 200 DISPENSERS.</p> <p>{OR}</p> <p>IMPORTANT NOTE: VENDOR(s) SHALL BE REQUIRED TO FURNISH AND INSTALL 9" TWIN TISSUE DISPENSERS UPON AWARD OF CONTRACT IF PRODUCT DOES NOT WORK WITH CURRENT DISPENSERS . DISPENSER MUST BE UNIVERSAL WITH MAXIMUM 3.25" HUB. DISPENSERS MUST BE APPROVED BY THE DISTRICT.</p> <p>DISPENSER COST: _____ DISPENSER MFR: _____ MODEL#: _____ INSTALLATION COST PER DISPENSER: _____</p>	<p style="text-align: center;">\$</p>

Foam soap (pump in soap not on dispenser) 3000 cases (6 or 8 per case) MINIMUM 1000mL- MAXIMUM 1250mL FOAM HAND SOAP DISPENSER COST: _____ DISPENSER MFR: _____ MODEL#: _____ INSTALLATION COST PER DISPENSER: _____	\$
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All dispensers and installation free of charge with purchase of products.

Cleaners (Concentrate) For mopping or bathroom cleaning

Neutral cleaner <i>Tile floor cleaner</i> 2200 gallons WORKING pH: 7.0 -HIGHLY CONCENTRATED -LOW FOAMING -MUST CLEAN FLOORS AND OTHER SURFACES EFFECTIVELY WITHOUT SINGLE NECK DOSING CONTAINER EXAMPLE BELOW LEAVING A FILM OR DULLING FLOOR FINISH -MUST HAVE A PLEASANT, LONG-LASTING FRAGRANCE -DILUTION RATE: MINIMUM 1:512 -DOCUMENTATION CONCERNING SLIP- TESTING / SLIP-RESISTANCE MUST BE PROVIDED	\$
Neutral disinfectant <i>Bathroom cleaner</i> 2500 gallons -1:256 DILUTION RATE -WORKING pH: 4.1-5.5 -DISINFECTANT PRODUCT MUST BE CAPABLE OF EFFECTIVELY CLEANING LIME AND SOAP SCUM, GLASS AND MIRRORS, BRIGHT WORK, AND FUNCTION AS A LAUNDRY SANITIZER. ALSO MUST BE EFFECTIVE AS A NEUTRALIZER. -EFFICACY CLAIMS MUST MEET OR EXCEED THAT OF SPECIFIED PRODUCT -LABEL RELEASE REQUIRED WITH BID -MUST EXHIBIT STRONG DEODORIZING PROPERTIES WHILE LEAVING A LONG-LASTING, PLEASANT FRAGRANCE -FREE-RINSING AND RESIDUE-FREE AT PROPER DILUTION	\$
Grout and tile cleaner 600 Gallons WORKING pH NOT TO EXCEED 12.0 -CONCENTRATED STONE CLEANER PRIMARILY USED BY THE DISTRICT TO CLEAN TILE AND GROUT -MUST EFFECTIVELY AND QUICKLY LOOSEN SOIL FROM TILE AND GROUT LINES AND RINSE FREELY -MUST BE VERY LOW IN ODOR	\$
Defoamer 300 gallons -CONCENTRATE, MUST WORK EFFICIENTLY AT ½ OZ PER TANK -pH-7.0 -VISCOSITY: 450 CST	\$
Buffer/ burnishing agent mop-on 80 gallons OR REVITALIZING GLOSS ON FLOOR FINISH AND EXTENDING STRIP CYCLE -PH: 8.5-9.0 -DILUTION RATE: 1:128 – 1:64 -MUST QUICKLY PROVIDE IMPROVEMENT TO GLOSS AND CLARITY OF FINISH -MUST BE AN EFFECTIVE FLOOR	\$

CLEANER AND NOT REQUIRE IMMEDIATE BURNISHING		
Carpet extraction Carpet cleaner made to clean and brighten new generation carpets without leaving a residue.	400 gallons	\$
Floor and carpet neutralizer Prevents or eliminates carpet browning when used as an additive or treatment. A companion item to floor strippers that is used as an additive to your rinse water to prevent powdering.	120 gallons	\$

Low-odor Floor stripper 5 gallon buckets -LOW SOLVENT ODOR -MUST BE EFFECTIVE IN COOL WATER -MUST STRIP MULTIPLE LAYERS (MIN 6 LAYERS) AT A DILUTION RATE OF 1:5 UPON FIRST APPLICATION -MUST EFFECTIVELY STRIP OUR CURRENT FINISH AT 1:6 DILUTION RATE (MINIMUM) -pH: NOT TO EXCEED 11.7 -MUST NOT LEAVE ANY RESIDUE AFTER 1ST RINSE -MUST NOT CREATE EXCESSIVE FOAM -MUST NOT CONTAIN SODIUM HYDROXIDE OR POTASSIUM HYDROXIDE -STRIPPER MUST HAVE EXCELLENT WETTING PROPERTIES (STAY TOGETHER IN A "SHEET" UPON INITIAL APPLICATION)	600 buckets	\$
Floor wax 5 gallon buckets -MIN 26 % NON-VOLATILE SOLIDS -COLOR-PURE WHITE -COVERAGE-2,500-3000 SQ FT PER GAL -FINISH MUST HAVE A HISTORY IN K-12 EDUCATIONAL FACILITIES OF MINIMUM 3- YEAR STRIP CYCLE. REFERENCES REQUIRED. -FINISH FILM MUST DRY EXTREMELY CLEAR UPON ITS APPLICATION -FINISH MUST BE EASY TO BURNISH WITH ALL TYPES OF HIGH-SPEED (1500 RPM) BURNISHERS -FINISH MUST PROVIDE A WET LOOK GLOSS AT A MINIMUM OF 3 COATS -MUST BE UL-LISTED FOR SLIP RESISTANCE. DOCUMENTATION REQUIRED WITH BID. OTHER VENDOR(S) REQUIREMENTS: -THE GENERAL SERVICES DEPARTMENT HAS DETERMINED THAT THERE IS A 2-YEAR "ADJUSTMENT PERIOD" WHEN A NEW FINISH IS INTRODUCED. WE REQUIRE OUR VENDOR(S) TO ASSIST HEAVILY IN THE IMPLEMENTATION OF NEW PRODUCTS, PARTICULARLY FLOOR CARE ITEMS. -VENDOR(S) SHALL CONDUCT HANDS-ON PRODUCT TRAINING AT THE BEGINNING OF THE SUMMER. THIS WILL BE PERFORMED OVER A PERIOD OF 4 CONSECUTIVE DAYS IN 4 SEPARATE AREAS OF THE COUNTY. EACH TRAINING SESSION SHOULD BE A MINIMUM OF FOUR HOURS IN LENGTH. (THIS ENSURES THAT EVERYONE IS PROPERLY TRAINED AND THE INSTRUCTOR TO STUDENT RATIO IS MINIMIZED). PLEASE INCLUDE A DETAILED DESCRIPTION ABOUT YOUR APPROACH TO FLOOR CARE TRAINING.	1500 buckets	\$

<p>MINIMUM 3- YEAR STRIP CYCLE. REFERENCES REQUIRED. -FINISH FILM MUST DRY EXTREMELY CLEAR UPON ITS APPLICATION -FINISH MUST BE EASY TO BURNISH WITH ALL TYPES OF HIGH-SPEED (1500 RPM) BURNISHERS -FINISH MUST PROVIDE A WET LOOK GLOSS AT A MINIMUM OF 3 COATS -MUST BE UL-LISTED</p> <p>FOR SLIP RESISTANCE. DOCUMENTATION REQUIRED WITH BID.</p> <p>OTHER VENDOR(s) REQUIREMENTS: -THE GENERAL SERVICES DEPARTMENT HAS DETERMINED THAT THERE IS A 2-YEAR “ADJUSTMENT PERIOD” WHEN A NEW FINISH IS INTRODUCED. WE REQUIRE OUR VENDOR(S) TO ASSIST HEAVILY IN THE IMPLEMENTATION OF NEW PRODUCTS, PARTICULARLY FLOOR CARE ITEMS.</p> <p>-VENDOR(s) SHALL CONDUCT HANDS-ON PRODUCT TRAINING AT THE BEGINNING OF THE SUMMER. THIS WILL BE PERFORMED OVER A PERIOD OF 4 CONSECUTIVE DAYS IN 4 SEPARATE AREAS OF THE COUNTY. EACH TRAINING SESSION SHOULD BE A MINIMUM OF FOUR HOURS IN LENGTH. (THIS ENSURES THAT EVERYONE IS PROPERLY TRAINED AND THE INSTRUCTOR TO STUDENT RATIO IS MINIMIZED).</p> <p>PLEASE INCLUDE A DETAILED DESCRIPTION ABOUT YOUR APPROACH TO FLOOR CARE TRAINING.</p>	
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<p>Neutral cleaner 5 gallon buckets <i>Tile floor cleaner</i> <i>(used only during summer floor cleaning)</i></p> <p>WORKING pH: 7.0 -HIGHLY CONCENTRATED -LOW FOAMING -MUST CLEAN FLOORS AND OTHER SURFACES EFFECTIVELY WITHOUT</p> <p>SINGLE NECK DOSING CONTAINER EXAMPLE BELOW</p> <p>LEAVING A FILM OR DULLING FLOOR FINISH -MUST HAVE A PLEASANT, LONG-LASTING FRAGRANCE -DILUTION RATE: MINIMUM 1:512 -DOCUMENTATION CONCERNING SLIP- TESTING / SLIP-RESISTANCE MUST BE PROVIDED</p> <p style="text-align: right;">150 buckets</p>	\$
<p><u>Ready to use cleaners (pre-diluted and pre-packaged)</u></p>	\$

Disinfectant effective against HIV, HBV, and TB WORKING pH: 12.2 -COLOR: OPAL, CLEAR -FRAGRANCE: FLORAL, CITRUS -DUAL QUAT DISINFECTANT -MUST CLEAN EFFECTIVELY ON MULTIPLE SURFACES WITHOUT LEAVING A RESIDUE -MUST BE Effective against MRSA, CA- MRSA, HIV-1 (Aids virus), HBV (Hepatitis B), HCV (Hepatitis C) and Mycobacterium Tuberculosis (TB), AND meet all efficacy claims for the specified item.	1500 quarts	\$
Creme cleanser RINSE FROM SURFACES WITH MINIMAL EFFORT -MILD ABRASIVE, WILL NOT SCRATCH OR DULL HI-GLOSS SURFACES -VISCOSITY (THICKNESS)-HIGH -pH -9.3 -MUST CLING TO VERTICAL SURFACES WITHOUT DRIPPING -SCENT-PLEASANT (MINT OR PINE)	350 quarts	\$
Spray deodorizer with enzymes to attack odors CONCENTRATED WITH HIGH FRAGRANCE LEVEL THAT IS LONG-LASTING -MUST EFFECTIVELY ELIMINATE URINE AND OTHER ORGANIC ODORS	1600 quarts	\$
General purpose cleaner/ degreaser -pH : 11.3 MAXIMUM-MUST NOT CONTAIN SOLVENTS, BUTYL, SCACMD LINK: OR CAUSTIC http://www.aqmd -VOC's NOT TO EXCEED 0.2% .gov/home/progra -BIODEGRADABLE ms/business/busi -PLEASANT SCENT ness- -MUST BE SCAQMD CERTIFIED	420 quarts	\$
H2o2 multi purpose cleaner MULTIPLE APPLICATIONS, INCLUDING SPOT REMOVAL ON CARPET AND UPHOLSTERY, CLEANING GLASS, TILE, GROUT, ETC. -MUST CONTAIN ORANGE SOLVENT AND H2O2 -MUST RINSE FREELY FROM SURFACES WITHOUT LEAVING A RESIDUE -MUST NOT CAUSE SKIN, EYE OR RESPIRATORY IRRITATION -pH: 6.5	600 quarts	\$
Graffiti remover	48 quarts	\$

Quart spray bottle		
Graffiti wipes , 40 WIPES, 10X12 SHEETS -MUST BE EFFECTIVE AGAINST PERMANENT MARKER, INK, ENAMEL, AND PAINT -MUST BE LOW IN TOXICITY -MUST NOT HAVE AN OFFENSIVE OR STRONG ODOR -MUST CONTAIN A FINE ABRASIVE -MUST NOT CONTAIN AMYL ACETATE OR METHYLENE CHLORIDE -HMIS HEALTH RATING NOT TO EXCEED "1"	150 each	\$
Spray buff/ burnish pH- 9.0 -PINE OIL/ALCOHOL BASED BURNISHING AGENT -MUST NOT CONTAIN ANY FILM-FORMING AGENTS OR POLYMER -MUST NOT BE SLIPPERY ON THE FLOOR WHILE WET -MUST QUICKLY PRODUCE A DEEP, WET- LOOK GLOSS WITH A SOFT BURNISHING PAD. -MUST BE SAFE TO USE ON DRY, NEWLY-APPLIED FINISH TO ENHANCE SHINE AND DURABILITY.	400 quarts	\$
Burnishing compound Water Based filler For restoring dull and worn floor finish for periodic use when floors are burnished frequently. Water Based filler designed to be mopped onto floor. Fills tiny scratches and adds essential components to build a high gloss	50 gallons	\$
Glass Cleaner Aerosol Aerosol Non ammoniated glass cleaner	1500 cans	\$
Stainless steel cleaner MUST CLEAN AND LEAVE A NON-GREASY SHINE ON WOOD, METAL, PLASTIC, STAINLESS STEEL, AND PAINTED SURFACES -MUST NOT CONTAIN SILICONE OR WAXES -MUST BE FAST-DRYING AND RESIDUAL SHOULD BE EASY TO WIPE WITHOUT STREAKING -HMIS HEALTH RATING NOT TO EXCEED "1"	500 cans	\$
Dust mop treatment -MUST NOT LEAVE A RESIDUE ON FLOORS -MUST BE EASILY WASHED OUT OF DUST MOPS -HMIS HEALTH RATING NOT TO EXCEED "1"	150 cans	\$
Carpet spotter SOLVENT BASED -MUST BE EFFECTIVE ON BLOOD, URINE, OIL, GREASE, INK, VOMIT, SOFT DRINKS, COFFEE, TEA, TOMATO-BASED PRODUCTS -MUST BE SAFE FOR MOST COMMERCIAL CARPETING AND UPHOLSTERY -CAN MUST SPRAY UPSIDE DOWN -HMIS HEALTH RATING NOT TO EXCEED "1"	300 cans	\$

Wasp spray	200 cans	\$
-MINIMUM STREAM-25' -NON-CONDUCTIVE -DIELECTRIC STRENGTH OF 41,000V/CM -HMIS HEALTH RATING NOT TO EXCEED "2"		
Flying/ crawling insect spray _	200 cans	\$
-EFFECTIVE AGAINST A VARIETY OF CRAWLING AND FLYING INSECTS -MUST HAVE MINIMUM 4-WEEK RESIDUAL CONTROL -MUST BE NON-STAINING -% VOC NOT TO EXCEED 15% -HMIS HEALTH RATING NOT TO EXCEED "2"		
Chewing gum remover	180 cans	\$
-MUST ALSO REMOVE ADHESIVES AND WAX-BASED MATERIALS FROM FABRICS, CARPETS		
Dry spray deodorizer	1000 cans	\$
-MUST EMIT A VERY DRY SPRAY -MUST DISSIPATE IN THE AIR BEFORE HITTING THE GROUND -FRAGRANCE MUST BE LONG-LASTING -MUST BE NON-STAINING -FRAGRANCE MUST BE NEUTRAL OR "CLEAN LINEN" -HMIS HEALTH RATING NOT TO EXCEED "1"		
Spray disinfectant (kills 99.9% of germs) 1	500 cans	\$
MUST INCLUDE THE FOLLOWING KILL CLAIMS: TB, MRSA, HIV, H1N1, PSEUDOMONACIDAL, FUNGICIDAL, GERMICIDAL, STAPH, STREP, INFLUENZA TYPE A AND TYPE B, AND VRE.		
Baseboard stripper	250 cans	\$

Miscellaneous items

Vomit absorbent 5 gallon pail	40 pails	\$
Laundry detergent (powder) 40lb pail	50 pails	\$
Ice melt 50lb (Granular)	50 bags	\$
Spin bonnets	60 each	\$
Proteam quarter vacuum bags	420 packs	\$
Proteam canister vacuum bags	100 packs	\$
Blue bowl mop	800 each	\$

Red bowl mop	800 each	\$
Stiff toilet brush	40 each	\$
Sponge abrasive pads	250 each	\$
Magic erasers	600 each	\$
Spray nozzles for empty bottles	800 each	\$
Urinal screen without blocks (10 to a box)	600 boxes	\$
Foam Gun 48oz (complete assembly)	30 each	\$
50' water hose	50 each	\$
6' water hose (for mop sink)	100 each	\$
Nozzle (for water hose)	50 each	\$
Red bucket 3 qt	100 each	\$
Green bucket 3 qt	100 each	\$
Mop bucket with wringer	100 each	\$
Janitor cart	50 each	\$
Pumice stick	300 each	\$
Microfiber duster	400 each	\$
Microfiber duster handle	50 each	\$

Small cotton looped mop heads	450 cases	\$
Large cotton looped mop heads	120 cases	\$
Large trash liners 38x58 (1.2 mil) (100 count) SPEC: HDPE CAN LINER 38X58 1.2 mil Black CORELESS INTERLEAVED NET CASE WEIGHT: 20.7 100 BAGS PER CASE *NO SUBSTITUTES	2000 cases	\$
Small trash liners 24x33 (8 mic) (1000 count) SPEC: HDPE CAN LINER 24X33 8 MICRON CLEAR CORELESS INTERLEAVED NET CASE WEIGHT: 16.9LBS 1000 BAGS PER CASE *NO SUBSTITUTES	1000 cases	\$
Window wipes (6 per case)	200 cases	\$
Rags (10lb box)	700 boxes	\$
Gloves Small 100 per box	200 boxes	\$
Gloves Medium	800 boxes	\$
Gloves Large	800 boxes	\$
Gloves XLarge	1000 boxes	\$
Lobby dust pans	100 each	\$
General purpose brush	40 each	\$
Nylon broom/ with handle	100 each	\$
Corn broom	50 each	\$
Mop handles	80 each	\$
Plunger	50 each	\$
Window washer/ squeegee	50 each	\$
Deck brush/ with handle	50 each	\$
18" squeegee brush combo/ with handle	20 each	\$
18" microfiber wax applicators	200 each	\$

18" microfiber wax applicator mop holder (velcro)	50 each	\$
Handle for micro wax applicator	50 each	\$
Doodlebug pads (5 per case)	100 cases	\$
Doodlebug holder (threaded) (velcro holds doodlebug pads)	50 each	\$
Threaded handle (for the doodlebug handle)	50 each	\$
Scraper long handle (48"l with 4" replaceable blades)	50 each	\$
Scraper blade refill	100 each	\$
Closed restroom sign (2 sided A-frame)	50 each	\$
Wet floor sign (2 sided A-frame)	50 each	\$
44 gallon trash can (grey)	50 each	\$
44.5 qt round trash can (grey)	50 each	\$
28 qt desk side trash can (grey)	50 each	\$
3 gallon trash can (grey)	50 each	\$
Dolly (fits 44 gallon trash can)	50 each	\$

Pads for scrubbers and burnishers

Black 20" pads (stripping) (5 per case)	250 cases	\$
White 20" pads (5 per case)	100 cases	\$
Red 20" pads (5 per case)	20 cases	\$
Green 20" pads (5 per case)	30 cases	\$
Grizzly 20" pads (5 per case)	30 cases	\$
Grizzly 28" pads (5 per case)	10 cases	\$
Aqua 20" pads (5 per case)	20 cases	\$

Aqua 28" pads (5 per case)	5 cases	\$
Doodlebug pads (5 per case)	100 cases	\$
14x28 Burgundy pads (Rectangle)(for deep scrubbing)	40 cases	\$
14x28 White pads (light top scrub)	100 cases	\$
14x28 Red pads (top scrub)	100 cases	\$

SDS sheets are required for all products.



PROPOSAL of COSTS

Year 1 Total \$_____

Year 2 Total \$_____

Year 3 Total \$_____

Total of 3 Years \$_____

Johnston County Public Schools is NOT Sales Tax Exempt, please include sales tax and delivery in pricing. A Detailed Quote identifying the unit cost and brand of product must be attached to verify bidder pricing and product comparability for quality. Attach any additional pricing details per year and total for 3 years as well.

Additional Quantities

Johnston County Public Schools is requesting for the period of when an award through the issuance of a valid Purchase Order from Johnston County Public Schools (JCPS) until June 30, 2028 the right to acquire additional quantities at the amount quoted in this bid.

By signing below bidder agrees to honor unit price for additional quantities needed not to exceed June , 2028.

Signature

Date _____

Printed Name

Date

**Attachment B
EXECUTION**

In compliance with this Request for Proposals and subject to all the conditions herein, the undersigned offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this bid, I certify that this bid is submitted competitively and without collusion (G.S. 143-54), that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. False certification is a Class I felony.

This submission is an attestation that the entity providing this response is in compliance with state and federal conflicts of interest laws, including N.C.G.S. 14-234. Specifically, the entity attests that it is not owned by a Johnston County Board of Education member or the spouse of a JCBOE Board member with more than a 10% ownership interest or other interest in the entity such that, if selected, the entity would be a party to the contract, derive any income or commission directly from the contract, or acquire property under the contract.

Failure to execute/sign bid prior to submission shall render bid invalid. Late bids are not acceptable

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____ Website: _____

Has your company been debarred, suspended, or otherwise excluded or ineligible from doing business with either the State or Federal Government? Yes _____ No _____

Authorized Signature: _____ Print Name: _____

Date: _____

TERMS AND CONDITIONS

1. **READ, REVIEW AND COMPLY:** It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.
663059712. **NOTICE TO BIDDERS:** All bids are subject to the provisions of special terms and conditions specific to this Request for Proposals, the specifications. Johnston County Public Schools ("JCPS") objects to and will not evaluate or consider any additional terms and conditions submitted with a bidder response. This applies to any language appearing in or attached to the document as part of the bidder's response. **DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.** By execution and delivery of this document, the bidder agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.
663059713. **DEFINITIONS:**
- **BIDDER:** Company, firm, corporation, partnership, individual, etc., submitting a response to this Request for Proposals.
 - **TERM CONTRACT:** A contract generally intended to cover all normal requirements for a commodity for a specified period of time based on estimated quantities only.
 - **OPEN MARKET CONTRACT:** A contract for the purchase of a commodity not covered by a term contract.
663059714. **EXECUTION:** Failure to sign under EXECUTION section will render bid invalid.
663059715. **ORDER OF PRECEDENCE:** In cases of conflict between specific provisions in this bid, the order of precedence shall be (1) special terms and conditions specific to this bid, (2) specifications, and (3) Instructions to Bidders.
663059716. **TIME FOR CONSIDERATION:** Unless otherwise indicated on the first page of this document, bidder's offer shall be valid for 45 days from the date of bid opening. Preference may be given to bids allowing not less than 45 days for consideration and acceptance.
663059717. **SPECIFICATIONS:** Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and bidder will be held responsible therefore. Deviations shall be explained in detail. **The bidder shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.**
663059718. **INFORMATION AND DESCRIPTIVE LITERATURE:** Bidder is to furnish all information requested and in the spaces provided in this document. Further, if required elsewhere in this bid, each bidder must submit with their bid descriptive literature and/or complete specifications covering the products offered. Reference to literature submitted with a previous bid will not satisfy this provision. Bids which do not comply with these requirements will be subject to rejection.
663059719. **RECYCLING AND SOURCE REDUCTION:** It is the policy of JCPS to encourage and promote the purchase of products with recycled content to the extent economically practicable, and to purchase items which are reusable, refillable, repairable, more durable, and less toxic to the extent that the purchase or use is practicable and cost-effective. We also encourage and promote using minimal packaging and the use of recycled/recyclable products in the packaging of commodities purchased. However, no sacrifice in quality of packaging will be acceptable. The company remains responsible for providing packaging that will protect the commodity and contain it for its intended use. Companies are strongly urged to bring to the attention of JCPS which issued the solicitation document, those products or packaging they offer which have recycled content and that are recyclable.
663059720. **CLARIFICATIONS/INTERPRETATIONS:** Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document. Do not contact the school or department directly. Any and all revisions to this document shall be made only by written addendum from JCPS Purchasing Department. The bidder is cautioned that the requirements of this bid can be altered only by written addendum and that verbal communications from whatever source are of no effect.
663059721. **ACCEPTANCE AND REJECTION:** JCPS reserves the right to reject any and all bids, to waive any informality in bids and, unless otherwise specified by the bidder, to accept any item in the bid. If either a unit price or extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded.
663059722. **REFERENCES:** JCPS reserves the right to require a list of users of the exact item offered. JCPS may contact these users to determine acceptability of the bid. Such information may be considered in the evaluation of the bid.
663059723. **AWARD OF CONTRACT:** As directed by statute, qualified bids will be evaluated and acceptance may be made of the lowest and best bid most advantageous to JCPS as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the bidders; the substantial conformity with the specifications and other conditions set forth in the bid; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by JCPS to be pertinent or peculiar to the purchase in question. Unless otherwise specified by JCPS or the bidder, JCPS reserves the right to accept any item or group of items on a multi-item bid. JCPS also reserves the right to reject any and all bids. In addition, on TERM CONTRACTS, JCPS reserves the right to make partial, progressive or multiple awards: where it is advantageous to award separately by items; or where more than one supplier is needed to provide the contemplated requirements as to quantity, quality, delivery, service, geographical areas; other factors deemed by JCPS to be pertinent or peculiar to the purchase in question.

663059724. **HISTORICALLY UNDERUTILIZED BUSINESSES:** JCPS invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.
663059725. **CONFIDENTIAL INFORMATION:** As provided by statute and rule, JCPS will consider keeping trade secrets which the bidder does not wish disclosed confidential. Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the bidder. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by North Carolina law.
663059726. **SAMPLES:** Sample of items, **when required**, must be furnished as stipulated herein, free of expense, and if not destroyed will, upon request be returned at the bidder's expense. Request for the return of samples must be made within 10 days following date of bid opening. Otherwise the samples will become JCPS property. Each individual sample must be labeled with the bidder's name, bid number, and item number. A sample on which an award is made, will be retained until the contract is completed, and then returned, if requested, as specified above.
663059727. **AWARD PROCEDURES:** Contract award notice shall be posted on JCPS website. Contract award notices are sent **only** to those actually awarded contracts, and not to every person or firm responding to this solicitation.
663059728. **ANTI-NEPOTISM:** The Bidder warrants that, to the best of its knowledge and in the exercise of due diligence, none of its corporate officers, directors, or trustees and none of its employees who will directly provide services under this Contract are immediate family members of any member of the Johnston County Public Schools Board of Education or of any principal or central office staff administrator employed by the Owner. For purposes of this provision, "immediate family" means spouse, parent, child, brother, sister, grandparent, or grandchild, and includes step, half, and in-law relationships. Should the Bidder become aware of any family relationship covered by this provision or should such a family relationship arise at any time during the term of this Contract, the Bidder shall immediately disclose the family relationship in writing to JCPS. Unless formally waived by JCPS, the existence of a family relationship covered by this Contract is grounds for immediate termination by JCPS without further financial liability to the Bidder.
663059729. **DEFAULT AND PERFORMANCE BOND:** In case of default by the Bidder, JCPS may procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby. JCPS reserves the right to require performance bond or other acceptable alternative guarantees from successful bidder without expense to JCPS.
663059730. **GOVERNMENTAL RESTRICTIONS:** In the event any Governmental restrictions are imposed which necessitate alteration of the material, quality, workmanship or performance of the items offered prior to their delivery, it shall be the responsibility of the Bidder to notify in writing JCPS, indicating the specific regulation which required such alterations. JCPS reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the contract.
663059731. **TAXES:** Any applicable taxes shall be included. G.S. 143-59.1 bars the JCPS from entering into contracts with vendors if the vendor or its affiliates meet one of the conditions of G. S. 105-164.8(b) and refuse to collect use tax on sales of tangible personal property to purchasers in North Carolina. Conditions under G. S. 105-164.8(b) include: (1) Maintenance of a retail establishment or office, (2) Presence of representatives in the State that solicit sales or transact business on behalf of the vendor and (3) Systematic exploitation of the market by media-assisted, media-facilitated, or media-solicited means. By execution of the bid document the vendor certifies that it and all of its affiliates (if it has affiliates) collect(s) the appropriate taxes.
663059732. **SITUS:** The place of this contract, its situs and forum, shall be Johnston County, North Carolina, where all matters, whether sounding in contract or tort, relating to its validity, construction, interpretation and enforcement shall be determined.
663059733. **GOVERNING LAWS:** This contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina.
663059734. **INSPECTION AT BIDDER'S SITE:** JCPS reserves the right to inspect, at a reasonable time, the equipment/item, plant or other facilities of a Bidder prior to contract award, and during the contract term as necessary for JCPS determination that such equipment/item, plant or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the contract.
663059735. **PAYMENT TERMS:** Payment terms are Net not later than 30 days after receipt of correct invoice or acceptance of goods, whichever is later. Payment may be made by procurement card and it shall be accepted by the Bidder for payment if the Bidder accepts that card (Visa, Mastercard, etc.) or check from other customers.
663059736. **CONDITION AND PACKAGING:** Unless otherwise provided by special terms and conditions or specifications, it is understood and agreed that any item offered or shipped has not been sold or used for any purpose and shall be in first class condition. All containers/packaging shall be suitable for handling, storage or shipment.
663059737. **STANDARDS:** All manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate state inspector which customarily requires the label or re-examination listing or identification marking of the appropriate safety standard organization; such as the American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and /or National Electrical Manufacturers' Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished. Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution.

663059738. **PATENT:** The Bidder shall hold and save JCPS, its officers, agents and employees, harmless from liability of any kind, including costs and expenses, on account of any confidential information, copyrighted material, patented or unpatented invention, articles, device or appliance manufactured or used in the performance of this contract, including use by JCPS or disclosure of any information pursuant to the NC Public Records Act.

663059739. **ASSIGNMENT:** No assignment of the Bidder's obligations nor the Bidder's right to receive payment hereunder shall be permitted.

However, upon written request approved by the purchasing department and solely as a convenience to the Bidder, JCPS may:

- a. Forward the Bidder's payment check directly to any person or entity designated by the Bidder, and
- b. Include any person or entity designated by Bidder as a joint payee on the Bidder's payment check.

In no event shall such approval and action obligate JCPS to anyone other than the Bidder and the Bidder shall remain responsible for fulfillment of all contract obligations.

663059740. **INSURANCE:**

- a. **Worker's Compensation** including Occupational Disease and Employer's Liability Insurance. Statutory - Amount and coverage as required by State of North Carolina Workers Compensation laws. Employer's Liability - At least

Part A	Bodily Injury	Statutory Limits
Part B	By Accident	\$500,000 each accident
	By Disease	\$500,000 policy limit
		\$500,000 each employee

- b. **Public liability and Property Damage Insurance** - The Bidder shall procure insurance coverage for direct operations, contractual liability and completed operations with limits not less than those stated below:

	Occurrence:
General Aggregate	\$2,000,000
Premises Operations	\$1,000,000
Personal & Advertising Injury	\$1,000,000

- c. **Comprehensive Automobile Liability Insurance**, including coverage for owned, hired and non-owned vehicles: A Combined Single Limit for bodily injury and property damage limit of not less than \$1,000,000; and \$2,000 medical payments.
- d. **Certificates of Insurance** acceptable to the Owner shall be filed with the Owner prior to commencement of the Work. These Certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days' prior written notice has been given to the Owner, and that the Johnston County Public Schools Board of Education is listed as additional insured on general liability.

The successful bidder agrees to hold harmless and indemnify the JCPS Board of Education for any liability that may arise from the negligent or illegal acts of the bidder's employees or agents.

663059741. **GENERAL INDEMNITY:** The Bidder shall hold and save JCPS, its officers, agents, and employees, harmless from liability of any kind, including all claims and losses, accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the Bidder in the performance of this contract and that are attributable to the negligence or intentionally tortious acts of the Bidder. The Bidder represents and warrants that it shall make no claim of any kind or nature against JCPS agents who are involved in the delivery or processing of Bidder goods to JCPS. The representation and warranty in the preceding sentence shall survive the termination or expiration of this contract.

663059742. **CANCELLATION (TERM CONTRACTS ONLY):** All contract obligations shall prevail for at least 180 days after the effective date of the contract. After that period, in addition to the provisions of the paragraph entitled Price Adjustments, for the protection of both parties, this contract may be canceled in whole or in part by either party by giving 30 days prior notice in writing to the other party.

663059743. **QUANTITIES (TERM CONTRACTS ONLY):** The award of a term contract neither implies nor guarantees any minimum or maximum purchases there under.

663059744. **PRICE ADJUSTMENTS (TERM CONTRACTS ONLY):** Any price changes, downward or upward, which might be permitted during the contract period must be general, either by reason of market change or on the part of the Bidder to other customers.

- a. **Notification:** Must be given to JCPS, in writing, concerning any proposed price adjustments. Such notification shall be accompanied by a copy of the manufacturer's official notice or other acceptable evidence that the change is general in nature.
- b. **Decreases:** JCPS shall receive full proportionate benefit immediately at any time during the contract period.
- c. **Increases:** All prices shall be firm against any increase for 180 days from the effective date of the contract. After this period, a request for increase may be submitted with JCPS reserving the right to accept or reject the increase, or cancel the contract. Such action by JCPS shall occur not later than 15 days after the receipt by JCPS of a properly documented request for price

increase. Any increases accepted shall become effective not later than 30 days after the expiration of the original 15 days reserved to evaluate the request for increase.

663059745. **INVOICES:** It is understood and agreed that orders will be shipped at the established contract prices in effect on dates orders are placed. Invoicing at variance with this provision will subject the contract to cancellation. Applicable North Carolina sales tax shall be invoiced as a separate item.

663059746. **LUNS福德 ACT/CRIMINAL BACKGROUND CHECKS:** The Bidder shall conduct at its own expense sexual offender registry checks on each of its employees, agents, ownership personnel, or contractors ("contractual personnel") who will engage in any service on or delivery of goods to school system property or at a school-system sponsored event. The checks shall include at a minimum checks of the State Sex Offender and Public Protection Registration Program, the State Sexually Violent Predator Registration Program, and the National Sex Offender Registry ("the Registries"). For the Bidder's convenience only, all of the required registry checks may be completed at no cost by accessing the North Carolina Sex Offender Registry website at <http://sexoffender.ncdoj.gov/>. The Bidder shall provide certification on Sexual Offender Registry Check Certification Form that the registry checks were conducted on each of its contractual personnel providing services or delivering goods under this Contract prior to the commencement of such services or the delivery of such goods. The Bidder shall conduct a current initial check of the registries (a check done more than 30 days prior to the date of this Contract shall not satisfy this contractual obligation). In addition, Bidder agrees to conduct the registry checks and provide a supplemental certification form before any additional contractual personnel are used to deliver goods or provide services pursuant to this Contract. Bidder further agrees to conduct annual registry checks of all contractual personnel and provide annual certifications at each anniversary date of this Contract. Bidder shall not assign any individual to deliver goods or provide services pursuant to this Contract if said individual appears on any of the listed registries. Bidder agrees that it will maintain all records and documents necessary to demonstrate that it has conducted a thorough check of the registries as to each contractual personnel, and agrees to provide such records and documents to the school system upon request. Bidder specifically acknowledges that the school system retains the right to audit these records to ensure compliance with this section at any time in the school system's sole discretion. Failure to comply with the terms of this provision shall be grounds for immediate termination of the Contract. In addition, the school system may conduct additional criminal records checks at Bidder's expense. If the school system exercises this right to conduct additional criminal records checks, Bidder agrees to provide within seven (7) days of request the full name, date of birth, state of residency for the past ten years, and any additional information requested by the school system for all contractual personnel who may deliver goods or perform services under this Contract. Bidder further agrees that it has an ongoing obligation to provide the school system with the name of any new contractual personnel who may deliver goods or provide services under the Contract. JCPS reserves the right to prohibit any contractual personnel of Bidder from delivering goods or providing services under this Contract if JCPS determines, in its sole discretion, that such contractual personnel may pose a threat to the safety or well-being of students, school personnel or others.

663059747. **ACCESS TO PERSONS AND RECORDS:** JCPS auditors shall have access to any records as a result of this bid or the Contract. JCPS may audit the records of the Bidder during the term of the Contract to verify accounts and data affecting fees or performance.

663059748. **COMPLIANCE WITH E-VERIFY:** Bidder shall comply with all applicable laws and regulations in providing services under this Contract. In particular, Bidder shall not employ any individuals to provide services to the School System who are not authorized by federal law to work in the United States. Bidder represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Contract. Bidder shall also ensure that any of its subcontractors (of any tier) will remain in compliance with these laws at all times while providing subcontracted services in connection with this Contract.

663059749. **COMPLIANCE WITH AFFORDABLE CARE ACT:** Bidder is responsible for providing affordable health care coverage to all of its full-time employees providing services to the School System. The definitions of "affordable coverage" and "full-time employee" are governed by the Affordable Care Act and accompanying IRS and Treasury Department regulations.

663059750. **RESTRICTED COMPANIES LIST:** Bidder certifies that as of the date of this Contract, Bidder is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Bidder also represents that as of the date of this Contract, Bidder is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.

JCPS Purchasing Department Ethics Policy and Standards of Conduct

All purchasing department employees conducting business transactions on the behalf of the Johnston County Public Schools hold positions of public trust which dictates that their actions be governed by the highest standards of personal and business conduct. Each employee must exhibit the highest standards of honesty, integrity, and fairness when engaging in any activity concerning the school system, particularly in relationships with vendors, suppliers, the public and other employees.

Employees shall perform their jobs in a competent and ethical manner without violating the public trust or applicable law, policies, and regulations.

Conflict of Interest:

The following acts are deemed by state law and/or the Board of Education to be in conflict with the interests of the Johnston County Public Schools.

1. An employee shall not, for personal financial gain, solicit or sell or have any pecuniary (financial) interest in the supplying of any goods, wares, merchandise materials, supplies, services, or equipment to the Johnston County Public Schools System. Approved extended employment shall not be a violation of this.
2. An employee shall not, for personal financial gain, solicit or sell or have any pecuniary (financial) interest in the sale of any goods, wares, merchandise, materials, supplies, equipment, or services to students or employees of this school system at school, on school premises, or any Johnston County Public Schools facility.
3. An employee shall not act as an agent for any manufacturer, merchant, dealer, publisher, or author seeking to sell any goods, wares, merchandise, materials, supplies, services, or equipment to the Johnston County Public Schools.
4. An employee shall not receive or accept any gift, reward, gratuity, or other compensation from any manufacturer, merchant, dealer, publisher, or author for influencing or recommending to the school system or any school that it use a seller's goods, wares, merchandise, materials, supplies, services, or equipment.

An employee shall not use for personal financial gain, any school facilities, supplies, equipment, or student labor (student labor during regular school hours), in the manufacture, creation, or repair of any goods, wares, or merchandise for sale, or for the providing of services to the general public. However, this provision shall not prohibit the renting of school facilities to school employees in accordance with Community Schools' policies and regulations. 6. Except as allowed by state law (N.C.G.S. §§14-234, 143-58.1), no employee shall use the powers, policies, and procedures of the State's Division of Purchase and Contract or the school system's Purchasing Division to purchase or procure any property or service for private use or benefit.

Nepotism:

No employee shall approve any contract with or purchase any goods or services from any immediate family member without disclosure to and approval of the Chief Business Officer. In addition, no employee shall recommend the employment of or directly supervise or evaluate any immediate family member without disclosure to and approval of the Assistant Superintendent of Human Resources. Immediate family includes employee's spouse, parents, children, stepchildren, brothers, sisters, mother-in-law, father-in-law, sons-in-law, daughters-in-law, brothers-in-law, and sisters-in-law. In addition, for the purpose of this regulation, anyone living in the same household with the employee is considered a member of the immediate family. , internal auditors, external audit firm (contracted to perform the annual audit), or any persons authorized by the Superintendent or the Finance Officer to receive it.

Gifts to Employees:

School system employees shall not accept any gifts except token gifts of insubstantial value. School system employees shall not accept any gift, reward, gratuity, or other compensation from any manufacturer, merchant, dealer, publisher, or author for the purpose of influencing or recommending to the school system or any school the use of a seller's goods, wares, merchandise, materials, supplies, services, or equipment. Refer to Policy: 3243/4243

JOHNSTON COUNTY PUBLIC SCHOOLS BID PROTEST PROCEDURE

Regulation Code: 6420-R2 Johnston County Public Schools Bid Protest Procedure

Purpose

To ensure fairness and to promote open competition, Johnston County Public Schools shall be consistent in responding to an offeror's protest over contract awards.

Procedure

Any party which is a prospective bidder, offeror, or contractor that may be aggrieved by the award of a contract, must submit a written request for a protest meeting within thirty (30) calendar days after award of contract. Request for Bid, Request for Proposals in accordance with [01 NCAC 05B .1519](#) Protest Procedures.

The protest must be addressed to the Director of Purchasing and must include all the following information:

1. Name, address, telephone number, facsimile number and e-mail of the protester.
2. Signature of the protester or authorized agent.
3. The bid name and number.
4. A detailed statement of the legal and factual grounds of protest including copies of relevant documents.
5. Any supporting exhibits, evidence, or documents to substantiate any claims.
6. All information establishing that the protester is an interested party for the purpose of filing a protest.
7. The form of relief requested

After careful consideration of all relevant information the Director of Purchasing shall make a written decision within 10 calendar days of receipt of the request or schedule a meeting within 30 calendar days of the contract award.

Any and all costs incurred by a protesting party in connection with a protest shall be the sole responsibility of the protesting party.

CONTRACT PROVISIONS

By submission of a proposal, the Contractor agrees to comply with the following provisions. Failure to comply with any and all provisions herein may be cause for the contracting agency to issue a cancellation notice to a contractor.

Reporting Requirements

The Contractor is notified that this project will be financed with *American Recovery and Reinvestment Act of 2009* (hereinafter, "ARRA") / Race to the Top ("RttT") Funds. The Contractor shall ensure that all subcontracts and other contracts for goods and services for an ARRA/RttT-funded project have the mandated provisions of this directive in their contracts. Pursuant to Title XV, Section 1512 of the ARRA/RttT, the State shall require that the Contractor provide reports and other employment information as evidence to document the number of jobs created or jobs retained by this contract from the Contractor's own workforce and any sub-contractors. No direct payment will be made for providing said reports, as the cost for same shall be included in the various items in the contract.

Posting with the Local Employment Security Commission

In addition to any other job postings the Contractor normally utilizes, the Office of Economic Recovery & Investment (hereinafter, "OERI") requires that the Contractor shall post with the local Employment Security Commission Office all positions for which he intends to hire workers as a result of being awarded this contract. Labor and semiskilled positions must be posted for at least 48 hours before the hiring decision. All other positions must be posted a minimum posting of five days before the hiring decision. The Contractor and any Subcontractor shall report the new hires in the manner prescribed by the Employment Security Commission and the OERI.

Required Contract Provision to Implement ARRA/RttT Section 902

Section 902 of the ARRA/RttT requires that each contract awarded using ARRA/RttT funds must include a provision that provides the U.S. Comptroller General and his representatives with the authority to:

- (1) examine any records of the contractor or any of its subcontractors, or any State or local agency administering such contract, that directly pertain to, and involve transactions relating to, the contract or subcontract; and
- (2) interview any officer or employee of the contractor or any of its subcontractors, or of any State or local government agency administering the contract, regarding such transactions.

Accordingly, the Comptroller General and his representatives shall have the authority and rights prescribed under Section 902 of the ARRA/RttT with respect to contracts funded with recovery funds made available under the ARRA/RttT. Section 902 further states that nothing in 902 shall be interpreted to limit or restrict in any way any existing authority of the Comptroller General.

Authority of the Inspector General provision

Section 1515(a) of the ARRA/RttT provides authority for any representatives of the United States Inspector General to examine any records or interview any employee or officers working on this contract. The contractor is advised that representatives of the Inspector General have the authority to examine any record and interview any employee or officer of the contractor, its subcontractors or other firms working on this contract. Section 1515(b) further provides that nothing in this section shall be interpreted to limit or restrict in any way any existing authority of an Inspector General.

Buy American provision

Section 1605 of the ARRA/RttT requires that iron, steel and manufactured goods used in public buildings or public works projects be manufactured in the United States. Contractor agrees to abide by this provision and shall maintain records of such purchases for inspections by authorized agents of the State of North Carolina and federal agencies. The Contractor must obtain written exception from this provision from the agency issuing the contract.

Wage Rate Provision

Section 1606 of the ARRA/RttT requires that all laborers and mechanics employed by contractors and subcontractors with funds from the ARRA/RttT shall be paid wages at rates not less than the prevailing wage rate under the Davis-Bacon Act. The contractor agrees that by the submission of a proposal in response to a solicitation funded in whole or in part with recovery funds, continuous compliance will be maintained with the Davis-Bacon Act.

Availability and Use of Funds

Contractors understand and acknowledge that any and all payment of funds or the continuation thereof is contingent upon fund availability or required state matching funds.

Whistleblower Provisions

Contractors understand and acknowledge that Article 14 of Chapter 124, NCGS 126-84 through 126-88 (applies to the State and state employees), Article 21 of Chapter 95, NCGS 95-240 through 85-245 (applies to anyone, including state employees), and Section 1553 of the Recovery Act (applies to anyone receiving federal funds), provide protection to State, Federal and contract employees.

Outsourcing outside the USA without Specific Prior Approval Provision

Contractor agrees not to use any recovery funds from a contract or any other performance agreement awarded by the State of North Carolina, its agencies, or political subdivisions for outsourcing outside of the United States, without specific prior written approval from the agency issuing the contract.

Federal, State and Local Tax Obligations

By submission of a proposal, contractors and subcontractors assert and self-certify that all Federal, State and local tax obligations have been or will be satisfied prior to receiving recovery funds.

Anti-Discrimination and Equal Opportunity

Pursuant to Section 1.7 of the guidance memorandum issued by the United States Office of Management and Budget on April 3, 2009, recovery funds must be distributed in accordance with all anti-discrimination and equal opportunity statutes, regulations, and Executive Orders pertaining to the expenditure of funds.

Office of State Budget and Management Access to Records

OERI requires that the contractor and subcontractor agree to allow the Office of State Budget and Management internal auditors and state agency internal auditors access to records and employees pertaining to the performance of any contract awarded by a public agency.