

University of Iowa Purchasing (University of Iowa Purchasing) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	Betty Moey Purchasing Agent II	Address	202 PCO	Address
Email			Iowa City, IA	
Phone	(319) 335-1719		52242-2500	Contact
Fax	(319) 335-0381	Contact	Betty Moey	
			Purchasing	Department
Bid Number	14020 Addendum 2	Department		Building
Title	Comprehensive Green Cleaning Custodial Services Program	Building	PCO	
			202	Floor/Room
		Floor/Room		Telephone
Bid Type	RFP - Sealed	Telephone	(319) 335-1719	Fax
Issue Date	02/02/2010	Fax	(319) 353-2358	Email
Close Date	3/26/2010 4:30:00 PM CST	Email	betty-moey@uiowa.edu	
Need by Date				

Supplier Information

Company	AmSan
Address	P.O. Box 3156
	Peoria, IL 61612-3156
Contact	Annette Ford
Department	
Building	
Floor/Room	
Telephone	1 (800) 3225344
Fax	1 (309) 6927176
Email	
Submitted	3/23/2010 9:08:40 AM CST
Total	\$2,820.85

Signature _____

Supplier Notes

Bid Notes

Please submit proposal for a complete Green Cleaning Custodial Services Program for The University of Iowa, Iowa City, Iowa; The University of Northern Iowa, Cedar Falls, Iowa. In addition proposal should be made available to any State of Iowa Agency or Department, County or Local Government Agency or Department, Public K-12 School District, or Community College that may choose to access them. This Request for Quotation will form a Joint Regents Contract for a period of one years and with the option to renewal 4 additional one year extension to commence as soon as possible thereafter. PLEASE READ BID INSTRUCTIONS BELOW BEFORE COMPLETING BID FORM

Bid Messages

Date	Subject	Message
02/25/10	Product volumes	Anticipated volumes of chemicals, can liners, disposable cleaning supplies, papers, etc. will not be stated explicitly as part of this bid. The Universities expect that responding suppliers will use their expertise & experience in reviewing the buildings listed in the bid documents to estimate required volumes.
03/03/10	Clarification of Attribute 125:	During the initial period, The University Building & Landscape Services will be billed for products ordered from the Core & Non-Core Items List. The respondent will bear any and all costs of services provided to the University related to this bid.
03/05/10	Response Attachments and Supplemental Information	Please note that the size limitation for attachments to bid responses is 25MB/each. There is no limit to the number of attachments that may be added. <p>Suppliers are expected to provide adequate documentation of testing and training procedures. Documents should demonstrate supplier's ability to provide services required.<p>Please do not provide extraneous marketing documents. If your documents are too large to attach to this bid, please contact Betty-Moey@uiowa.edu for further assistance.
03/16/10	UNI and UI Building Access/Tour	The University of Iowa and University of Northern Iowa will provide an escorted tour of the selected buildings. UNI tour date is: Thursday 3/18/2010 at 1:30 P.M. UI tour date is: Friday 3/19/10 at 10:00 A.M.

Please review the following and respond where necessary

#	Name	Note	Response
1	SUPPLIER INSTRUCTIONS	Prior to entering line item prices, please review and respond, as required, to the Attributes listed below. Attributes 2 through ** refer to General Terms and Conditions. The remaining Attributes are specific to this Request for Proposal. This RFP contains multiple pages. You can move from page to page by clicking on the right side of the gray bars that appear at the bottom of the Attributes and Line Item sections. Bids MUST be submitted electronically through the eBid system. Bids submitted by any other means will not be accepted.	NOTE: THE ANSWERS TO EACH ATTRIBUTE IN TO RFP ARE INCLUDED IN OUR RESPONSE. WHERE FILES HAVE BEEN UPLOADED THEY ARE LABELED WITH NUMBER OF ATTRIBUTE THEY ARE PROVIDING ANSWERS TO. PLEASE REFERENCE THE ATTACHED "1_SCORE_PROGRAM_NARRATIVE" FOR AN EASY TO READ OVERVIEW OF AMSAN'S SCORE PROGRAM FOR GENERAL INFO
2	Introduction	The University of Iowa, located in Iowa City, Iowa and The University of Northern Iowa, located in Cedar Falls, Iowa desire to obtain written proposals from qualified Suppliers to establish a prime agreement (Prime Vendor Contract) for a Complete Green Cleaning Custodial Services Program by University of Iowa and other Regent schools. The data, specifications and administrative requirements outlined herein are intended to serve only as a general guideline for each proposal. Each Supplier is expected to submit a fully detailed proposal that adequately describes the advantages and benefits which The University of Iowa would realize by acceptance of its proposal.	(No Response Required)
3	Comprehensive Green cleaning Custodial Services	The University of Iowa solicits proposals for RFP 14020. The purpose of this RFP is to establish a prime agreement (Prime Vendor Contract) for a Complete Green Cleaning Custodial Services Program by University of Iowa Building & Landscape Services. A single award to one supplier (Prime Vendor) will be made.	(No Response Required)

4	Definitions	<p>THE UNIVERSITY/UNIVERSITY: Indicates The University of Iowa, Iowa City, Iowa (all terms Synonymous. MAY: Indicates something that is not mandatory but permissible/desirable. POINT OF CONTACT: The Supplier's representative available for all questions pertaining to the response for this Request for Proposal. RFP: Request for Proposal. SHALL/MUST: Indicates mandatory requirement. Failure to meet these mandatory requirements may result in rejection of your proposal as non-responsive. SHOULD: Indicates something that is recommended but not mandatory. If the Supplier fails to provide recommended information, The University may, at its sole option, ask the Supplier to provide the information or evaluate the proposal without the information. SUPPLIER/SUCCESSFUL RESPONDENT: Proposer submitting a response to the Request for Proposal. INDEPENDENT PURCHASING AUTHORITY (IPA): means the State of Iowa entities or agencies, such as the Board of Regents, Regent institutions, Department of Administrative Services, the Department of the Blind, the Iowa Lottery Authority, the Iowa Telecommunications and Technology Commission, and the Department of Transportation, that have separate and distinct purchasing authority, including the authority to contract autonomously under the Iowa Code or another provision of law. POLITICAL SUBDIVISION: is any county, city, school district, or any combination thereof.</p>	(No Response Required)
5	University Rights/Obligations	<p>The University of Iowa reserves the right to accept or reject any or all proposals, waive irregularities, to accept any part of a proposal, to withhold the award, and to make no award as is deemed to be in the best interests of the University.</p>	Bidder Agreed
6	REJECTION OR CLARIFICATION OF PROPOSALS	<p>Should University of Iowa requires additional information, subsequent to the RFP opening date, in order to evaluate or clarify the response, responsiveness, or capability of a respondent to perform in accordance with the requirements of this RFP, University of Iowa Building & Landscape Services may request that supplemental information regarding financials, references, or other pertinent topics be submitted within a specified time after their request. If reasonably requested information is not submitted by a respondent within the time specified after their request, University of Iowa and Regent Schools reserves the right to reject the respondent's offer without further consideration.</p>	Bidder Agreed
7	University Rights/Obligations	<p>The University will not pay for any information requested herein, nor is it liable for any costs incurred by the Supplier in responding to this request. All proposals submitted become the property of The University and will not be returned to the Supplier.</p>	Bidder Agreed
8	Supplier/Proposal Obligations	<p>The successful Supplier must be licensed to do business in the State of Iowa and comply with provisions of Chapter 490 of the Iowa Code.</p>	Bidder Agreed
9	Supplier/Proposal Obligations	<p>The proposal constitutes an offer by the Supplier which shall remain open and irrevocable for a period of sixty (60) calendar days from the proposal due date.</p>	Bidder Agreed
10	Supplier/Proposal Obligations	<p>The Supplier consents to the University contacting and obtaining any information relevant to this Request for Proposal from the references identified by the Supplier in its proposal or other sources deemed appropriate by the University.</p>	Bidder Agreed

11	Supplier/Proposal Obligations	Failure to supply information requested may be cause for rejection of the proposal as non-compliant.	Bidder Agreed
12	Supplier/Proposal Obligations	Determination of compliance and responsiveness to the requirements of the RFP will be made after a thorough and careful review of the proposals. Public review of the submitted proposals will not be possible until an award has been made and the University has removed any trade secret, confidential or proprietary information, if any, from the proposals.	Bidder Agreed
13	Supplier/Proposal Obligations	The contents of the proposal and any clarification thereto submitted by the successful Supplier shall become a part of the contractual obligation incorporated by reference into the ensuing agreement, unless modified by mutual agreement, in writing.	Bidder Agreed
14	Supplier/Proposal Obligations	Any and all interpretations, corrections, revisions and amendments shall be issued by the University's Purchasing Department to all holders of proposal documents in the form of written addenda.	Bidder Agreed
15	Supplier/Proposal Obligations	Withdrawn proposals may be re-submitted up to the time and date designated for the receipt of proposals provided that they are fully in conformance with the proposal instructions and conditions.	Bidder Agreed
16	Formation of the Agreement	At its option, the University may take either of the following actions to form an agreement between the University and the selected Supplier: Accept a proposal as submitted by issuing a written notice to the selected Supplier which refers to this Request for Proposal and accepts the proposal received in response to it, or, Enter into negotiations with one or more Supplier(s) in an effort to reach a mutually satisfactory written agreement that will be based on this Request for Proposal, the proposal submitted by the Supplier and the associated negotiations.	Bidder Agreed
17	Termination – Non-appropriation of Fund	Notwithstanding any other provisions, if funds anticipated for the continued fulfillment of the resulting agreement are at any time not forthcoming or insufficient, either through the failure of the Iowa Legislature or the Federal government to provide funds or alteration of the program under which funds were provided, then the University shall have the right to terminate the agreement without penalty by giving not less than thirty (30) days written notice documenting lack of funding.	Bidder Agreed
18	Assignment	Any contractual agreement resulting from this Request for Proposal may not be assigned or transferred by the Supplier without prior written consent of the University and the bonding company if appropriate.	Bidder Agreed
19	Indemnification	To the fullest extent allowed by law, Supplier agrees to indemnify and hold harmless the University, the State of Iowa, and the Board of Regents, State of Iowa and their agents and employees from and against all claims or losses including reasonable attorneys' fees, arising out of or resulting from the negligence or omissions of the Supplier, its partners, directors, officers, employees, licensees, subcontractors or agents, in the provision of products and services under this contract.	Bidder Agreed

20	Code of Fair Practice	The Supplier shall not discriminate against any employee or applicant for employment because of race, creed, color, religion, national origin, sex, age, physical or mental disability. The Supplier shall take affirmative action to ensure that applicants are employed and that the employees are treated during employment without regard to their race, creed, color, religion, national origin, sex, age, physical or mental disability except where it relates to a bona fide occupational qualification.	Bidder Agreed
21	Qualifications of Bidder	The University of Iowa may make such investigations as deemed necessary to determine the ability of the Supplier to provide and perform the specified service stated herein.	Bidder Agreed
22	Qualifications of Bidder	The Supplier shall keep informed of, and shall provide all permits and comply with all applicable laws, ordinances, rules, regulations and orders of the state and federal government, or public bodies having jurisdiction affecting this proposal and the service referenced herein.	Bidder Agreed
23	Laws	Terms and provisions of this proposal and any agreement resulting from this proposal shall be construed in accordance with the laws of the State of Iowa, and any and all litigation or actions commenced in connection with this proposal or agreement resulting from this proposal shall be instituted in the appropriate courts of the State of Iowa.	Bidder Agreed
24	Iowa Preference Law	Preference shall be given to purchasing products produced within the State of Iowa, when they are of a quality reasonably suited to the purpose intended, and can be secured without additional cost over foreign products or products of other states, according to Iowa Code §§73.1. Preference shall be given to purchasing from Iowa based businesses if the offers submitted are comparable in price to those submitted by other suppliers and meet the required specifications, according to Iowa Code §§73.1.	Bidder Agreed
25	Gratuities	The laws of the State of Iowa provide that it is a criminal offense to offer, promise or give anything of value or benefit to a state employee with the intent to influence that employee's acts, opinion, judgment, or exercise of discretion with respect to that employee's duties. Evidence of violation of this statute will be turned over to the proper prosecuting attorney.	Bidder Agreed
26	Remedies upon Default	In any case where the Supplier has failed to deliver services or has delivered non-conforming services, the University shall provide a 10 day right to cure notice. The University may, within its sole discretion, accept or reject any or all proposed cure actions. If after reasonable notice the Supplier continues to be in default, the University may, within its sole discretion, terminate the Agreement without any further obligation and procure substitute services from another source and charge the difference between the contracted price and the market price to the defaulting Supplier.	Bidder Agreed
27	***Insurance***		(No Response Required)
28	Exceptions to Contract Documents	The Supplier shall clearly state in the submitted proposal any exceptions to, or deviations from the specific RFP Instructions, Specifications, Form of Proposal, Evaluation Criteria, and/or any exceptions to these Terms and Conditions. Such exceptions or deviations will be considered in evaluating the proposals.	Bidder Agreed

29	Insurance Requirements	Without limiting any liabilities or any other obligations of the Supplier, Supplier shall provide certificates of insurance documenting the minimum insurance coverage requirements listed below unless otherwise agreed to in writing. Coverage may be by Supplier's self-insurance plan or with outside insurance providers, all subject to University approval. Such insurance coverage must be maintained until all obligations under the Agreement are satisfied.	Bidder Agreed
30	Insurance Requirements	Applicable Workers Compensation insurance to cover liability imposed by Federal and State statutes having jurisdiction over Supplier employees engaged in the performance of the Supplier's service. Employer's Liability insurance of no less than \$500,000 each employee and \$500,000 each accident.	Bidder Agreed
31	Insurance Requirements	Commercial General Liability insurance with a minimum limit of ONE MILLION DOLLARS (\$1,000,000) per occurrence. This policy shall include coverage for bodily injury and property damage, including completed operations, personal injury, coverage for contractual employees, blanket contractual and products and completed operations. Policy shall contain a severability of interests provision.	Bidder Agreed
32	Insurance Requirements	Commercial Automobile Liability insurance with a combined single limit for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) with respect to Supplier's owned, non-owned, hired, or borrowed vehicles, assigned to or used in performance of this agreement.	Bidder Agreed
33	Insurance Requirements	Umbrella Liability insurance with a minimum limit of \$1,000,000 per occurrence and shall apply to all underlying and primary liability coverages required above.	Bidder Agreed
34	Insurance Requirements	Errors and Omissions (Professional Services Liability) insurance with a minimum limit of \$1,000,000 per claim. The policy shall include coverage for contingent bodily injury liability.	Bidder Agreed
35	Insurance Requirements	The Commercial General Liability, Commercial Automobile Liability and Umbrella Liability policies required herein shall be endorsed to include the State of Iowa; University of Iowa; Board of Regents, State of Iowa, their agents, officials, and employees as additional insured.	Bidder Agreed
36	Insurance Requirements	Supplier and its insurers providing the required coverages shall waive all rights of subrogation or recovery against the State of Iowa; University of Iowa; Board of Regents, State of Iowa, their agents, officials and employees.	Bidder Agreed
37	Insurance Requirements	All required insurance policies shall be issued by reputable insurance companies duly authorized to engage in the insurance business in the State of Iowa, with an A.M. Best's rating of A-, VII or better. These policies shall be primary coverage. Certificates shall specify name of the project and provide that no less than 30 days notice of non-renewal, cancellation, or material change shall be given to the University of Iowa.	Bidder Agreed

38	Insurance Requirements	Two (2) Certificates of Insurance showing Supplier's current coverages and limits must be submitted with the Supplier proposal. Prior to a signed Agreement, Supplier must procure required insurance and provide University with two (2) Certificates of Insurance. Certificates must reference this RFP number. Supplier's proposal must include the cost of the required insurance.	Bidder Agreed
39	Insurance Requirements	Failure on the part of the Supplier to procure or maintain required insurance shall constitute a material breach of contract upon which The University may immediately terminate an Agreement, or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, and all moneys so paid by The University shall be repaid by the Supplier to The University upon demand, or The University may offset the cost of the premiums against any moneys due to Supplier.	Bidder Agreed
40	Insurance Requirements	The University reserves the right to request and receive certified copies of any or all of the above policies and/or endorsements.	Bidder Agreed
41	Insurance Requirements	The University reserves the right to waive or reduce the insurance requirements at the University's sole discretion.	Bidder Agreed
42	***Taxes***		(No Response Required)
43	Taxes	The University of Iowa is exempt from all excise, state, local and use taxes for services rendered, equipment or parts supplied for this contract. Exemption certificates will be furnished upon request.	Bidder Agreed
44	Taxes	Certification regarding sales and use tax: By executing this Contract the Supplier certifies it is either (a) registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by Iowa Code chapter 432; or (b) not a "retailer" or a "retailer maintaining a place of business in this state" as those terms are defined in Iowa Code subsections 423.1(42) & (43). The Supplier also acknowledges that the University of Iowa may declare the Contract void if the above certification is false. The Supplier also understands that fraudulent certification may result in the University of Iowa or its representative filing for damages for breach of contract.	Bidder Agreed
45	Trade Secret or Proprietary Information Shall Be Handled as Follows:	The laws of the State of Iowa require that at the conclusion of the selection process, the contents of all proposals will be placed in the public domain and be open to inspection by interested parties. Trade secrets or proprietary information that are recognized as such, and are protected by Iowa law may be withheld, if clearly identified as such in the proposal unless disclosure is required by a court order.	Bidder Agreed
46	Targeted Small Business	The University is committed to the development of Targeted Small Businesses, a State of Iowa program. If subcontracting is necessary, the contractor will make every effort to use Targeted Small Businesses in the performance of this contract. A report will be required at the completion of the contract indicating the extent of Targeted Small Businesses participation. A description of the Supplier's expected efforts to solicit Targeted Small Businesses participation should be enclosed with the proposal.	Bidder Agreed

47	Miscellaneous Terms and Conditions	No individual, department, school, college or office at the University of Iowa has the authority to solicit or receive official proposals other than the Purchasing Department. All solicitation is performed under the direct supervision of the Director of Business Services and in accordance with University, Regent, State and Federal laws, policies, procedures and guidelines.	Bidder Agreed
48	Miscellaneous Terms and Conditions	Most Favored Nation: The selected Supplier represents that the terms, conditions and prices established under the subsequent contract resulting from this Request for Proposal, are equal to or better than those offered to other institutions, comparable universities, teaching hospitals, colleges, and/or community colleges. If during the term of the contract, the selected Supplier offers more favorable terms, conditions or prices to another institution, comparable universities, teaching hospitals, colleges, and/or community colleges, the selected Supplier agrees to notify the University of Iowa. The contract resulting from this Request for Proposal shall be amended to reflect the more favorable terms, conditions, or prices.	Bidder Agreed
49	Miscellaneous Terms and Conditions	The University reserves the right to conduct discussions with Suppliers, and to accept revisions of proposals, and to negotiate price changes. Any person, firm, corporation or association submitting a proposal accepts all the terms, conditions and requirements in this Request for Proposal.	Bidder Agreed
50	Miscellaneous Terms and Conditions	The successful Supplier agrees it will not use the name or intellectual property, including but not limited to, University trademarks in any manner, including commercial advertising or as a business reference, without the expressed prior written consent of the University.	Bidder Agreed
51	Miscellaneous Terms and Conditions	The successful Supplier shall not remove any records from the University of Iowa. This includes but is not limited to, paper documents, microfiche, microfilm, or any electronic media.	Bidder Agreed
52	University of Iowa Vendor Statement of Aspiration	The University of Iowa has a deep respect for the intrinsic value of each human being, and a steadfast commitment to promoting and protecting human rights on its Iowa City campus, in its surrounding community, and beyond. For this reason, the University shall aspire to engage in business practices that effect positive change in human working conditions domestically and abroad.	Bidder Agreed
53	Conflict of Interest	Should Contractor, Contractor's spouse or minor child be a paid employee of the University or any other Iowa Regent Institution or State of Iowa Agency, Contractor will be considered a "conflict of interest vendor." In addition, should any individual, their spouse or minor child, who is a paid employee of the University or any other Regent institution or State of Iowa Agency, also be a partner in Contractor's firm or own five percent (5%) or more of Contractor's corporate stock or receive consulting payments, a conflict of interest exists. Whenever Contractor represents a conflict of interest, Contractor must have prior approval from the "Board of Regents, State of Iowa" (Regents) to do business with the University. Contact the Purchasing Department at (319) 335-0668 for further information and do not sign this Agreement, until express approval has been given by the Purchasing Department. In addition, the Office of Management and Budget (OMB) Circular A-110 imposes additional requirements on federally funded projects. See Procurement Standards #42 Codes of Conduct,	Bidder Agreed

54	Export Control	Supplier acknowledges that a foreign national(s) may use the device/technology/and or data you propose, at the University. Supplier shall comply with all U.S. export control laws and regulations, including but not limited to the International Traffic in Arms Regulations (ITAR), 22 CFR Parts 120 through 130, and the Export Administration Regulations (EAR), 15 CFR Parts 730 through 799, in the performance of this Agreement. In the absence of available license exemptions/exceptions, Supplier shall be responsible for obtaining the appropriate licenses or other authorizations, if required, for exports of hardware, technical data, and software, or for the provision of technical assistance. Supplier shall be responsible for all regulatory record keeping requirements associated with the use of licenses and license exemptions/exceptions. Prior to disclosing or transferring to University any hardware, technical data, software or product utilizing any such data which is subject to export controls under federal law, Supplier shall notify the University in writing of the nature and extent of the export control. The University shall have the right to decline any such technical data or product utilizing such data. In the event Supplier sends any such technical data or product that is subject to export control, without notice of the applicability of such export control, the University has the right to immediately terminate this Agreement.	Bidder Agreed
55	Proposal compliance	I hereby certify total compliance with all terms, conditions and specifications listed above in this Request for Proposal except as expressly stated here. Please list exceptions by number and provide reason for exception. If no exceptions are listed, Supplier certifies total compliance with all terms, conditions and specifications listed herein.	YES, I AGREE TO TERMS
56	Presentations	Suppliers may be asked to provide a presentation on our campus. If needed, these events will be scheduled on a mutually agreed upon date and time.	Agreed
57	***Supplier Information***		(No Response Required)
58	Supplier Information	Provide a brief description of your firm including the name(s) of its owner(s) and/or principal officer(s), the date of origin and/or incorporation and the length of time your company has been providing similar products/services.	REFERENCE ATTACHED: "57_INTERLINE_BRANDS,INC_FORM 10-K"
59	Key Staff Biographies	Provide resumes or biographical sketches of the principal owners or key staff members of the firm most likely to be assigned to any resultant agreement for The University.	REFERENCE ATTACHED: "59_KEY_STAFF_BIOGRAPHIES"
60	Financial Statements	Supplier shall have adequate financial resources and be financially sound as demonstrated by the furnished audited balance sheet/financial statements, showing that the Supplier has been in business continually for the last three (3) years. Also to be submitted is a profile of your company's gross revenues over the past three years with attention to market growth and customer satisfaction.	Agreed
61	Supplier Information	If your firm is currently for sale or involved in any transaction to expand or to become acquired by another organization, please explain. If your firm has been involved in any reorganization, acquisition, or merger within the last three (3) years, please explain.	Purchased Cannon Distributing in Midwest and Eagle in East Coast

62	Supplier Information	Have any complaints been filed with state or federal agencies or have any law suits been brought in the courts of the State of Iowa in which your firm was alleged to have violated any laws? If so, describe in detail the circumstances and the outcome, including the names and the docket number of the case.	no complaints
63	***References***		(No Response Required)
64	References	The successful Supplier must satisfy The University that it has adequate experience. Please submit three (3) references for which the Supplier has provided these services. Of particular interest to us would be your firm's previous work with comparable institutions using services outlined in this Request for Proposal. Client references should represent major accounts of the Supplier. Include the business or institution's name and address, as well as the contact's name with a telephone number, fax number and e-mail address.	(No Response Required)
65	Reference 1	Include the business or institution's name and address, as well as the contact's name with a telephone number, fax number and e-mail address.	Schools of Illinois Public Cooperative Contact: Dr. Kevin Settle, chairman 2710 North St. Mt. Vernon, IL 62864 Phone: 618-316-8333 Fax: 618-244-8082 email: info@schoolsofillinois.org Contract: IPHEC D-3 - SIPC
66	Reference 2	Include the business or institution's name and address, as well as the contact's name with a telephone number, fax number and e-mail address.	Southern Illinois University Contact: Mr. Wally Burman, Director of Purchasing 108 Miles Hall RM 105 MC6818 Carbondale, IL 62901 Phone: 618-453-2253 Fax: 618-453-6714 email: wburman@siu.edu Contract: IPHEC D-3
67	Reference 3	Include the business or institution's name and address, as well as the contact's name with a telephone number, fax number and e-mail address.	University of Illinois University Housing Rm6, LAR 1005 S. Lincoln Ave. Urbana, IL 61801 Contact: Mr. Reggie Arnett, Supt. of Bldg. Services Phone: 217-333-3450 Fax: 217-333-8733 Contact: Mr. George Crawford, Asst. Supt. of Bldg Services (ret) phone: 217-253-2755 Contract: IPHEC D-3
68	Additional References	Include the business or institution's name and address, as well as the contact's name with a telephone number, fax number and e-mail address.	Caterpillar Contact: Kelly Kingen, Global Purchasing Phone: 309-578-1734 Email: kingen_kelly_r@cat.com
69	***Award and Evaluation***		(No Response Required)
70	Responses	Your proposal must contain information relative to each of the items listed below to be considered responsive. Answers should be detailed and complete. It is the responsibility of the Supplier to clearly mark and identify any and all trade secret, proprietary, or confidential	(No Response Required)

information.

71	Method of award	Evaluation of proposals will be based on, but not limited to, the following criteria, which are listed in no particular order of importance. The University reserves the right to further subdivide these categories. Response to specifications; Demonstrated expertise and service record; system technical maintainability and usability; financial responsibility/stability of the Supplier; References of the Supplier; New functionalities; Pricing schedule; Supplier experience, commitment and demonstrated understanding.	Agreed
72	Evaluation	A committee designated by The University of Iowa will evaluate proposals to discern and recommend award to Supplier(s) proposal deemed most valuable to The University. Supplier's submission of a proposal constitutes Supplier acceptance of the evaluation technique and Supplier recognition and acceptance that subjective judgments will be used by The University of Iowa during the assignment of points.	(No Response Required)
73	Letter of Acceptance	If and when an award is made, The University will require: A letter of acceptance of our general terms and conditions as listed on the website at http://www.uiowa.edu/~purchase/purchase/Documents/RFPterms.pdf . Documentation of insurance will also be required.	Agreed
74	PSA	Professional Services Agreement: If the successful Supplier has employees or representatives that will visit and work on campus, a Professional Services Agreement (PSA) will need to be completed and signed. This form may be viewed at website http://www.uiowa.edu/~purchase/purchase/psahome.htm .	(No Response Required)
75	***Payments***		(No Response Required)
76	Prompt Payment	Suppliers shall list any and all prompt payment discounts.	Net 30 days
77	Electronic Payments	The University of Iowa is interested in doing business with Suppliers electronically. We currently have the ability to deposit payments for invoices directly into a Supplier's bank account. Please indicate your ability to accept the following electronically:	(No Response Required)
78	Payments	Supplier accepts electronic payments. State method: EDI or XML	EDI/XML
79	Invoices	Supplier accepts electronic invoices. State method: EDI or XML	EDI/XML
80	Purchase Orders	Supplier accepts electronic Purchase Orders. State method: EDI or XML	EDI/XML
81	Credit Card Payments	Please check if payments by Visa credit card will be accepted.	PCard
82	Discount	Please indicate the percentage discount for The University of Iowa for processing your payments electronically.	0
83	***Supplier Certification***		(No Response Required)

84	Iowa Code	Pursuant to 2005 Iowa Acts SF 413 – which creates new Iowa Code subsections 423.2(9A) & 423.5(8) – a retailer in Iowa or a retailer maintaining a business in Iowa that enters into a contract with a state agency must register, collect, and remit Iowa sales tax and Iowa use tax levied under Iowa Code chapter 423 on all sales of tangible personal property and enumerated services. The Act also requires Suppliers to certify their compliance with sales tax registration, collection, and remission requirements and provides potential consequences if the certification is false or fraudulent.	222232386001 REFERENCE ATTACHED: "84_AMSAN_IBI_SALES_USE_TAX_CERTIF
85	Iowa Retailer	Supplier is registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by Iowa Code chapter 432	Yes
86	Non-Iowa Retailer	Supplier is not a “retailer” or a “retailer maintaining a place of business in this state” as those terms are defined in Iowa Code subsections 423.1(42) & (43).	No
87	Certification	By submitting a proposal in response to the aforementioned Request for Proposal Number (RFP), the undersigned certifies the following:	(No Response Required)
88	Certification Acknowledgement	Supplier also acknowledges that The University of Iowa may declare the Supplier’s bid or resulting contract void if the above certification is false. The Supplier also understands that fraudulent certification may result in The University of Iowa or its representative filing for damages for breach of contract.	Supplier Agrees
89	Energy Star Purchases	Whenever possible, the UI will purchase equipment that is rated energy efficient by this joint program of the U.S. Environmental Protection Agency and the U.S. Department of Energy.	(No Response Required)
90	Compliance with the Law	The Contractor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations and orders when performing under the Contract, including without limitation, all laws applicable to the prevention of discrimination in employment and the use of targeted small businesses as subcontractors or suppliers. The Contractor, its employees, agents and subcontractors shall also comply with all federal, state and local laws regarding business permits and licenses that may be required to carry out the work performed under the Contract. The Contractor may be required to submit its affirmative action plan to the University of Iowa to comply with the requirements of 541 IAC chapter 4.	(No Response Required)
91	Term of Contract	<p>The initial term of the contract/agreement resulting from this RFP shall cover one year (12 months). Complete Green Cleaning Custodial Services Program requirements for all University of Iowa and will be extended Regent Schools, for one year beginning on or about 04/01/2010.
</p> <p>In addition to the initial year term, respondents are provided with the opportunity to offer contract/agreement extensions for each of four (4) multiple fiscal year option periods. Respondents choosing to offer such option(s) must respond to the requested information in SECTION 5 – PRICING AND RELATED SPECIFICATIONS AND CONDITIONS of this RFP. University of Iowa may give preference to respondents who offer options to renew for the listed multiple fiscal year option periods.</p>	Bidder Agreed

92	Term of contract/Agreement	This agreement would consist of supplying at least 90% of items covered in section 3.	Bidder Agreed
93	Term of Contract/Agreement	Any termination of the contract/agreement for cause or convenience will be made in accordance with the provisions outlined elsewhere in this RFP.	Bidder Agreed
94	RFP RESPONSE	<p>A)A point-by-point response to SECTION 2 – TECHNOLOGY CAPABILITIES AND SERVICES of this RFP.
</p> <p>B)A point-by-point response to SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS of the RFP.
</p> <p>C)Item by item response entered in the appropriate format and spaces provided on the pages of SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERENCES of this RFP.
</p> <p>D) All pricing information, delivery charges, and related information including option period response as requested in SECTION 5 – PRICING AND RELATED SPECIFICATIONS AND CONDITIONS.
</p> <p>E)Inclusion by the respondent of all required or requested attachments including requested additional copies of the RFP response, proposed manufacturers' price lists, list of references, exception sheets, and/or other documents as appropriate or noted in the RFP.
</p>	(No Response Required)
95	RFP RESPONSE	<p>F)A separate listing of any and all exceptions taken to any Term, Condition, or Specification, and which shall be noted by reference to the page, item number, heading, or any other identifying reference indicated in the RFP. Exceptions should be noted in the sequence of the appearance of the item in this RFP. Failure to note any and all exceptions or to properly reference an exception will be grounds to consider your proposal "non-responsive".</p>	<p>We agree to either: Bid Notes on Page One states "contract for a period of one years and with the option to renewal 4 additional one year extension" and Bid Attribute #125 states "right to convert the trial period in an addition three (3) year contract with options to renew for two (2) additional three (3) year periods"</p>
96	CONFIDENTIALITY	<p>Ownership of all data, material and documentation originated and prepared pursuant the RFP shall belong exclusively to University of Iowa and Regent Schools will be subject to public inspection in accordance with the Freedom of Information Act. However, commercial and/or financial information which is confidential or privileged included in proposals will not be disclosed if such information has been identified by the firm as confidential. All firms who wish to have selected information in their proposals remain confidential must visibly mark as "Confidential" each part of the proposal they consider to contain proprietary information.</p>	Bidder Agreed

97	REJECTION OR CLARIFICATION OF PROPOSALS	<p>University of Iowa and Regent Schools reserve the right to accept or to reject any or all proposals, to waive informalities or technicalities in any proposal received and to accept any proposal which they deem to be in the University of Iowa Building & Landscape Services best interest. All responsive proposals will be evaluated based on the evaluation criteria stated elsewhere in this RFP document.
</p> <p>Should University of Iowa and Regent Schools require additional information, subsequent to the RFP opening date, in order to evaluate or clarify the response, responsiveness, or capability of a respondent to perform in accordance with the requirements of this RFP, University of Iowa and Regent Schools may request that supplemental information regarding financials, references, or other pertinent topics be submitted within a specified time after their request. If reasonably requested information is not submitted by a respondent within the time specified after their request, University of Iowa Building & Landscape Services reserves the right to reject the respondent's offer without further consideration.</p>	Bidder Agreed
98	MODIFICATION OR WITHDRAWAL OF PROPOSALS	<p>Any respondent may withdraw his/her proposal at any time prior the scheduled closing time for the receipt of proposals. Requests for the modification or correction of proposals cannot be submitted after the scheduled closing time for the receipt of proposals.</p>	Bidder Agreed
99	EVALUATION AND AWARD CONSIDERATIONS	<p>In evaluating and awarding the contract, University of Iowa and Regent Schools may take into consideration the facilities, stocking capacity, technical experience, responsiveness, responsibility, and previous performance of the respondent. Additionally, the financial standing of the respondent; the quality of the training curriculum, management reporting, and commodities proposed to be furnished; and the ability to meet the delivery requirements may be considered in evaluating the responses received. Specific evaluation criteria are provided elsewhere in this RFP.
</p> <p>Final award will be contingent on a supplier's ability to perform in compliance with its proposal offer during the "initial period" performance testing outlined in SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS of this RFP.
</p> <p>The inability of any respondent to satisfactorily meet the requirements mentioned above or addressed elsewhere relative to the proposal evaluation criteria may be cause for rejection of a respondent's proposal.</p>	Bidder Agreed
100	DELIVERY	<p>Payment will be made at the time and in the manner as specified. Further details regarding payment are provided in SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS.</p>	Bidder Agreed
101	PAYMENT	<p>Payment will be made at the time and in the manner as specified. Further details regarding payment are provided in SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS.</p>	Bidder Agreed
102	OSHA COMPLIANCE	<p>All items or services to be furnished hereunder shall meet all applicable State and Federal requirements of the Occupations Safety and Health Standard (OSHA).</p>	Bidder Agreed

103	CONTRACT DOCUMENTS	The Contract Documents shall include any Specifications, Addenda, Attachments, Request of Proposal Form, and Letter of Award.	Bidder Agreed
104	ETHICAL CONDUCT	The Purchasing Department follows the Code of Ethics of the National Association of Educational Procurement (NAEP), the professional association serving the purchasing/materials management professionals who support higher education and not-for-profit health care organizations. The NAEP Code of Ethics can be found at naepnet.org/Content/NavigationMenu/AboutNAEB/GovernancePolicy/Cod-eofEthics/Code_of_Ethics.htm	Bidder Agreed
105	CATASTROPHIC EVENT PLAN	In the case of a catastrophic event at YOUR FACILITY how would you continue to provide service to the University of Iowa? Explain in detail, including data backup, supply and delivery of product.	REFERENCE ATTACHED: "105-106_CATASTROPHIC_EVENT_PLAN"
106	CATASTROPHIC EVENT PLAN Cont.	In the case of a catastrophic event at OUR FACILITIES how would you continue to provide services to University of Iowa? Explain in detail, including data backup, supply and delivery of products. Include but not limited to training records, order history, shipping history, etc....	REFERENCE ATTACHED: "105-106_CATASTROPHIC_EVENT_PLAN"
107	PERFORMANCE	The Contractor's performance shall be closely monitored throughout the contract period. If service or deliveries prove to be unsatisfactory, or other problems arise, the contract may be canceled for cause and awarded to the next acceptable "best respondent". PLEASE SEE REMEDIES UPON DEFAULT ATTRIBUTE.	Agreed
108	TERMINATION FOR CAUSE	In the event that any provisions of the contract are violated by Contractor, University of Iowa Building & Landscape Services may serve written notice (receipted email transmissions will qualify for this purpose) upon Contractor setting forth the violations and demanding compliance with the contract. Within ten (10) days after serving such notice, the Contractor will be expected have cured such violations and undertaken satisfactory arrangements for correction and avoidance of future violations. If such cure has not been satisfactorily made with (10)working days, or by any date beyond ten (10) working days that has been mutually agreed to, the Contractor will be in default and University of Iowa may terminate the contract by serving thirty (30) day written notice upon the Contractor; but the liability of Contractor for such violation; and for any and all damage resulting there from, as well as from such termination, shall not be affected by any such termination. Such liability and damages include, but are not limited to, any difference in cost for obtaining acceptable replacement products and the cost of any administrative expenses (including re-solicitation, re-evaluation, and resulting from Contractor's violation.PLEASE SEE REMEDIES UPON DEFAULT ATTRIBUTE.	Agreed
109	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES	Does your firm have an on-line (web-based) ordering capability?	Yes
110	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES Cont.	If yes, check below as to whether your web-based ordering system has following capabilities:	Custom order Pads
111	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES Cont.	What version(s) of the following internet browser does your web-based system support? Internet Explorer (Microsoft)(example, IE7 or IE8)	eAccess supports Microsoft IE6, IE7, and IE8
112	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES Cont.	Is access to your web-based ordering system through a public web-site or a special secured web-site?	Special Secured Site

113	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES Cont.	Explain below how security of transactions is maintained.	REFERENCE ATTACHED: "109-113_ON-LINE_ORDERING_CAPABILIT
114	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES Cont.	Does your firm have an on-line (web-based) training capability?	On-line Training Capability
115	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES Cont.	If yes, check below as to whether your web-based training system has following capabilities:	Bloodborne Pathogen Module
116	SECTION TWO - TECHNOLOGY CAPABILITIES AND SERVICES Cont.	Does your firm have an on-line (web-based) building green cleaning performance tracking capability?	Performance tracking capability
117	FINAL CONTRACT NEGOTIATIONS	University of Iowa Building & Landscape Services reserves the right to enter into a final negotiation and award the contract to the respondent submitting the proposal that best meets the requirements of this Request for Proposal and serves the best interests of University of Iowa and Regent schools. University of Iowa and Regent Schools reserve the right to award a contract to a supplier selected on an overall best response basis considering all criteria and not solely on the basis of apparent lowest product cost.	Bidder Agreed
118	SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS	Successful Contractor will be providing a Complete Green Cleaning Custodial Service Program consistent with the Federal Government Presidential Executive Order #13101, the Green Seal Cleaning Service Standard for Cleaning Services, and the Illinois Green Cleaning Schools Act, TQM & CQI and include, but not be limited to : http://www.epa.gov/fedrgstr/EPA-GENERAL/1998/September/Day-16/g25023.htm	Bidder Agreed
119	SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont.	1)Green Cleaning Manual available both in written form and web-based that outlines Standard Operating Procedures (SOP's), Cleaning Procedures, and Equipment Operation. A- Standard Operating Procedures i.Auditoriums; classrooms; entryways; gymnasiums; Wellness & Recreation facilities; hallways; lobbies; staircases; restroom & showers; research & teaching labs; swimming pool area B.-Cleaning Procedures i.Carpet care, dusting; drinking fountain cleaning; hard scrubbing; high speed buffing; stripping & refinishing floors; wall washing & spot cleaning; glass cleaning; wet mopping c-Equipment Operation i.Dilution control; auto-scrubbers; extractors; floor scrubbers; floor pad guide; high speed burnishers; vacuums.	Bidder Agreed
120	SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont.	2)Comprehensive Training Program designed to insure that all custodial employees are properly trained and will include, but not be limited to, activities that address those outlined in the Green Cleaning Manual and designed to address: economical use of chemicals; safety procedures in the use of equipment and chemicals; time management/scheduling; compliance with current law and regulations including OSHA and the Americans with Disabilities Act (ADA).	Bidder Agreed

121	SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont.	<p>3)Management Reporting that provides ongoing objective monitoring of sustainable results being achieved thru Complete Green Cleaning Custodial Service Program in Building Services controlled buildings, that will include, but not be limited to:
</p> <p>A.Entryways; floor care; carpet care; disinfecting & sanitizing; restrooms; cleaning procedures; vulnerable populations; training requirements.</p>	Bidder Agreed
122	SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont	<p>4)All consumable cleaning products, paper products, dispensers (unless the winning Contractor can utilize existing dispensers), can liners, matting, equipment, and misc janitorial items deemed necessary to provide a Complete Green Cleaning Custodial Cleaning Program:
</p> <p>a.In order to be consistent with the aforementioned (Presidential Executive Order #13101, the Green Seal Cleaning Service Standard for Cleaning Services, and the Illinois Green Cleaning Schools Act) bathroom cleaners, carpet cleaners, general purpose and hard floor surface cleaners, hand cleaners, and paper products must be certified with at least one of the following four standards:
</p> <ul style="list-style-type: none"> i. Certified to Green Seal
 ii. Certified to Environmental Choice EcoLogo
 iii. (For Paper Products) In compliance with the U.S.
 Environmental Protection Agency Comprehensive Procurement Guidelines for Commercial and Industrial Sanitary Tissue
 iv. Testing-data documentation from an independent third-party laboratory verifying that the product meets the criteria of at least one of the Green Seal standards (GS-37 or GS-41 for chemicals; or GS-9 for paper) or EcoLogo standards (CCD-104, CCD-146 or CCD-148 for chemicals; or CCD-86 for paper). Laboratories that maintain accreditation meeting the standards of ISO/IEC 17025 may conduct the required testing.
 <p>b.Floor finish system will be a complete product line specifically designed to provide a durable, high gloss finish with at least three (3) years between stripping using floor care procedures outlined in Green Cleaning Manual that will be part of the on-going training process.
</p> <p>c.Disinfectant needs to utilize a broad-spectrum agent that will provide germicidal action, cleaning , and odor control in one concentrate. Product(s) must be safe for all washable hard surfaces and be EPA registered. Product(s) must be effective against gram positive and gram negative bacteria, fungi, and viruses including: H1N1 Influenza A; Hepatitis B, Herpes; HIV; MRSA; Salmonella; E-Coli; Stachyboctyus.
</p> <p>NOTE: LABOR TO BE PROVIDED BY University of Iowa and participant Regent Schools.</p>	Bidder Agreed

123 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont. PROPOSAL EVALUATION AND METHOD OF AWARD
 Bidder Agreed

It is the purpose of this proposal to obtain data as complete as possible from each respondent to enable University of Iowa to determine which respondent is best able to meet all the criteria which are to be considered in the award of this contract. To this end, each respondent shall provide as part of their proposal a complete response to any of the information requested in this RFP in order to permit an assessment of the capabilities and services that are to be furnished to University of Iowa Building & Landscape Services with particular emphasis give to the services and /or specifications indicated elsewhere in this RFP.

124 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont. PROPOSAL EVALUATION AND METHOD OF AWARD
 Bidder Agreed

It is the purpose of this proposal to obtain data as complete as possible from each respondent to enable University of Iowa to determine which respondent is best able to meet all the criteria which are to be considered in the award of this contract. To this end, each respondent shall provide as part of their proposal a complete response to any of the information requested in this RFP in order to permit an assessment of the capabilities and services that are to be furnished to University of Iowa Buildings & Regetn schools with particular emphasis give to the services and /or specifications indicated elsewhere in this RFP.

125 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont.

“INITIAL PERIOD” PERFORMANCE TESTING

Understand and accept

As stated in attribute # 124 , an integral element of the evaluation and award process will be an “initial period” performance test for the respondent initially identified to have made the best offer. Any and all costs associated with the respondent’s participation in this “initial period” will be borne by the respondent and at no cost to University of Iowa Building & Landscape Services. The purpose of this “initial period” will be to determine if the stated capabilities offered by a respondent can be performed in accordance with the respondent’s representations as provided in its RFP response. The “initial period” will last for one year (12 months).

During the “initial period” the University of Iowa Building & Landscape Services will place orders for both “Core List” and “NON-Core List” items for delivery to general stores and/or designated buildings using a variety of ordering mechanisms (on-line order, fax order, phone order). University of Iowa Building & Landscape Services will be billed for the items in the manner specified (regular invoice, summarized monthly billing). The items ordered will represent actual usage requirements.

This “initial period” will be used to conduct a real time evaluation of the respondent’s ability to provide and perform in accordance with the technical and service capabilities as represented in the respondent’s RFP response. University of Iowa Building & Landscape Services reserves the right to reject the proposal of any respondent who refuses to accept participation beginning on or about 4/1/10 in the “initial period”. If a respondent’s performance during the “initial period” meets the performance standards and/or capabilities as represented by the respondent in its RFP proposal, University of Iowa Building & Landscape Services reserves the right to convert the trial period in an additional three (3) year contract with options to renew for two (2) additional three (3) year periods.

If a respondent’s performance during the “initial period” fails to meet the performance standards and/or capabilities as represented by the respondent in its RFP proposal, University of Iowa Buildings & Landscape Services reserves the right to reject the respondent and re-evaluate other RFP respondent’s offers until an award can be made.

126 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont.

AUTHORIZED DEALER

Bidder Agreed

The Contractor must either be an authorized distributor for the products offered or be able to show evidence, if requested, of an uninterrupted source of inventory for the product categories or items listed in this RFP.

- 127 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont. PRIME VENDOR EXPERIENCE AND SCOPE OF CONTRACT
 Bidder Agreed
- The respondent should provide on the REFERENCE LIST enclosed with this RFP (see SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERNCES) the requested information regarding prior experience in working with other institutions under a Prime Vendor agreement/contract. By provisions of this requested information, the respondent authorized University of Iowa Building & Landscape Services to obtain additional information regarding the respondent's experience and capability to perform under a Prime Vendor arrangement. Prior experience and performance of the respondent may be considered in the evaluation of proposals received. Failure to provide the requested reference information will be considered in the evaluation of proposal received.
- 128 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont. PRICING – GENERAL INFORMATION
 Bidder Agreed
- Each respondent must furnish comprehensive pricing information as part of its proposal response by completing and returning along with rest of their proposal the pricing pages provided in SECTION 5 – PRICING AND RELATED SPECIFICATIONS AND CONDITIONS.
- 129 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont. F.O.B. POINT, TITLE, AND SHIPPING CHARGES
 Bidder Agreed
- All discounts and/or prices offered on this proposal must be offered on a F.O.B. Destination basis to all University of Iowa Building & Landscape Services controlled buildings with no additional charge for freight or handling except as provided for in SECTION 5 – PRICING AND RELATED SPECIFICATIONS AND CONDITIONS.
- Title to and risk of loss and damage as to all shipments made under this contract shall remain in and be the responsibility of the Contractor until delivery and acceptance of the items by University of Iowa & Regent Schools.
- 130 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont. PACKING LIST Can and will
- All shipments must be accompanied by a packing list which at a minimum, provides: a complete item description, catalog number, quantity of each item shipped, the Purchase Order and/or release number (if applicable), the ship to address, and any individual's and/or department name given as an attention line at the time of order placement.

- Shipments received without the appropriate packing list or labeling information may be refused and returned at the Contractor's expense.

- Please indicate your repsonse per the below statements:

- We can and will provide this service specification. Further information is provided with the response to this RFP.

- We cannot or willnot meet this specification.

131 SECTION 3 – SERVICE SPECIFICATIONS AND SPECIAL CONDITIONS Cont.	<p>PACKAGING
</p> <p>All packaging must comply with applicable Federal and State laws regulating the handling and transportation.
</p> <p>All products must be labeled in accordance with any special labeling requirements imposed by State and/or Federal regulations or requirements.
</p> <p>Please indicate your response per below statements:
</p> <p>We can and will provide this service specification. Further information is provided with the response to this RFP.
</p> <p>We cannot or will not meet this specification.</p>	Can and Will Provide
132 SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERENCES	<p>1)General Information,br></p> <p>a.Respondent is to provide references, preferably in education systems, where respondent's firm has recently conducted similar to the program outlined in this Request for Proposal. The respondent should provide on the REFERENCE LIST(PLEASE ATTACH REFERENCE TO THIS RFP)enclosed with this RFP, the requested information. By provisions of this requested information, the respondent authorizes University of Iowa Building & Landscape Services to make any necessary contact, written or oral, with the references provided to obtain additional information regarding the respondent's experience and capability to perform under similar arrangement. Prior experience and performance of the respondent for other education systems may be considered in the evaluation of responses received. Failure to provide the reference information as requested will be considered in the evaluation of responses received.</p>	REFERENCE ATTACHED: "132_PRIME_VENDOR_EXPERIENCE_&_R
133 SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERENCES Cont.	<p>b. Respondent is to provide detailed information on qualifications of key personnel to be assigned to this contract. Key personnel qualifications may be considered in the evaluation of responses received. Failure to provide key personnel qualifications will be considered in the evaluation of responses received.</p>	REFERENCE ATTACHED: "133_KEY_PERSONNEL_QUALIFICATIONS
134 SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERENCES Cont.	<p>c.What percentage of your company's sales do custodial supplies represent?</p>	95
135 SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERENCES Cont.	<p>d. Please Describe in details of your company's cost improvement program;</p>	REFERENCE ATTACHED: "135_COST_IMPROVEMENT_PROGRAM"
136 SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERENCES Cont.	<p>e.How long has your company been managing national contracts?</p>	30
137 SECTION 4 – PRIME VENDOR EXPERIENCE AND REFERENCES Cont.	<p>f.Describe historical relationship with the University of Iowa or with other Regent Shools. For example, currently provide partial consumables products or services.</p>	Currently provide partial consumable products and product training
138 SECTION 5 – PRICING AND RELATED SPECIFICATIONS AND CONDITIONS	<p>Please see Bid line item(s) to submit pricing for:
1)"Core List" Unit (Item) Prices.</p>	(No Response Required)
139 SECTION 5 – PRICING AND RELATED SPECIFICATIONS AND CONDITIONS Cont.	<p>a. The unit price for each item in the "CORE LIST" must remain firm for a 12 months period. Pricing adjustment may be considered based on nutually agreement through a negotiation process.</p>	Bidder Agreed

140 SECTION 5 – PRICING AND RELATED
SPECIFICATIONS AND CONDITIONS Cont.

b.The Supplier is to provide list of manufacturers that
supplier is an authorized distributor.

The respondent should provide on the AUTHORIZED
DISTRIBUTOR DISCOUNT
SCHEDULE enclosed with this RFP, the requested
information. The ability of respondent to show evidence of
breadth of access to uninterrupted source of inventory of
products may be considered in the evaluation of
responses received.

Bidder Agreed

Failure to provide information as requested will be
considered in the evaluation of responses received.

141 SECTION 5 – PRICING AND RELATED
SPECIFICATIONS AND CONDITIONS Cont.

2) The University reserves the right to add new or remove
obsolete items from the "Core list" based on mutual
agreement.

Bidder Agreed

Line Items

#	Qty	UOM	Description	Response
1	1	EA	Please enter the total price for "Core List" Unit (Item) Prices. Please include a comprehensive "Core List" items in details via Excel spreadsheet. Part no, Item description, Unit of measurement and Unit Price.	\$2,820.85

Item Notes:

Supplier Notes: 2820.85

2	1	EA	Non-Core list - Please indicate the minimum percentage(%) discount off of list price and include product categories.	10.00%
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Item Notes: An Excel spreadsheet of categories may be attached to this RFP.

Supplier Notes: REFERENCE "140_AUTHORIZED_DEALER_MINIMU_DISCOUNT_SCHEDULE".

NOTE: MINIMUM DISCOUNTS OFF LIST ARE INDICATED BY

MANUFACTURER.

CHEMICAL MANUFACTURERS: 20-30% (REF: SPARTAN=25%; DIVERSEY=30%; US CHEM=20%; 3M=25%; GOJO=30%)

PAPER MANUFACTURERS: 20-25% (REF: GEORGIA PACIFIC=20%; WAUSAU PAPER=25%; KIMBERLY CLARK=20%)

LINERS: 40% (REF: COLONIAL=40%)

JANITORIAL MISC = 10-35% (REF: GEERPRESS=30%; IMPACT=35%; ANDERSON=20%; SUPERIOR=20%;

HOSPITAL SPEC=20%; OSSIAN=10%)

EQUIPMENT = 15% (REFERENCE WINDSOR=15%; TENNANT=15%; ADVANCE=15%)

Item Attributes: Please review the following and respond where necessary

#	Name	Note	Response
1	Item Category listing	List all item categories and percentage(%) discount off.	REFERENCE "140_AUTHORIZED_DEALER_MINIMUM_DI

Response Total: \$2,820.85