

LAKE SHORE CENTRAL SCHOOLS

(Evans-Brant Central School District)
Board of Education
959 Beach Road
Angola, NY 14006

2023-2024 Bid Specifications for

Custodial Supplies

BID OPENING INFORMATION

Date:

Friday, March 31, 2023

Time:

1:00 p.m.

Location:

Lake Shore CSD Business Office

959 Beach Road

Angola, NY 14006-9782

SCHOOL CONTACTS

Johnathan Perry Business Manager Lake Shore Central Schools (716) 926-2221

LAKE SHORE CENTRAL SCHOOLS

BID SPECIFICATIONS FOR

Custodial Supplies

- Notice to Bidder
- Instructions to Bidder
- Specifications
- Form of Proposal
- Bid Proposal Certification
- Corporate Resolution

PUBLISHED:	The Sun on 3/10, 3/17 and 3/24/23 The Buffalo News on 3/8/23
BID LOCATION:	District Business Office – Lake Shore CSD 959 Beach Road Angola, NY 14006-9782
BID OPENING DATE:	Friday, March 31, 2023
TIME:	1:00 p.m.
Name of Bidding Company:	
Address:	
City or Town:	
Phone Number:	
Signature of Bidder:	

NOTICE TO BIDDER

- Notice is hereby given, that pursuant to the Board of Education of Evans-Brant Central School District, Angola, New York, (herein after "The Board of Education"), sealed proposals for furnishing <u>Custodial</u> <u>Supplies</u> to the school district for the 2023-24 school year are being solicited through this bid. Bids received shall be opened and publicly read aloud on <u>Friday</u>, <u>March 31</u>, 2023 @ 1:00 p.m. in the Lake Shore CSD District Business Office, 959 Beach Road, Angola, New York. BIDS RECEIVED AFTER THE STATED HOUR AND DAY SHALL BE REJECTED AND RETURNED UNOPENED. Bidders and other persons so interested may be present in person or by a representative at the bid opening.
- 2. The Board of Education reserves the right to reject any or all bids to waive such informalities or accept equivalent bids where it is determined to be in the best interest of the school district. The Board of Education further reserves the right to determine which items if any are equivalent to the items being bid. Vendors must indicate catalog number, page number and manufacturer for each item bid. A current catalog shall be submitted with the bid.
- 3. Bids shall be submitted on the forms provided (Vendors have the option to submit bids on an alternate form, but in ALL cases forms submitted MUST reflect the District's item number and be listed in the same order as shown on the Districts' bid document). Only one (1) copy of the bid should be submitted. Each bid must be signed by an officer of the company. It is permissible to return only those pages on which you have submitted bids. Blank sheets can be removed from your submittal.
- 4. Bidder shall indicate both unit price and total cost in columns provided on the bid sheet (or substituted electronic format). The bidder may bid on any or all items listed on the bid form. <u>All bid prices are to include</u> <u>shipping charges (Delivered Cost)</u>, and bid prices shall be firm through September 15, 2023. The District reserves the right to reject bids that require a minimum order amount for free shipping.
- 5. An "Affidavit of Non-Collusion" is attached and forms a part of this bid proposal. FAILURE TO SIGN THIS STATEMENT WILL CONSTITUTE GROUNDS FOR REJECTION OF BID.
- 6. The return envelope containing the bid submission must be plainly marked with the date, hour of bid opening and the words: "Custodial Supplies Bid".

- 7. If proposals are forwarded by mail, preferably by registered mail, the envelope containing the bid proposal and marked as directed above must be enclosed in another envelope addressed to the Board of Education, Evans-Brant Central School District, 959 Beach Road, Angola, NY 14006-9782.
- 8. Prices quoted are net and exclusive of all Federal, state, municipal and excise taxes.
- No bidder may withdraw his bid within forty-five days after actual date of bid opening thereof. Prices shall be firm through September 15, 2023.
- 10. Materials Safety Data Sheets (MSDS) will be required for all pertinent products at the time of order.
- 11. Delivery of at least 90% of the order shall be made <u>within thirty (30)</u> days of receipt of a valid <u>purchase order</u>. *Please note that the District will issue payment when orders are 100% complete, and will NOT issue partial payments for incomplete orders.
- 12. All items shall be delivered to the "Ship To" address on the purchase order.
- 13. Bid tabulation Reports will be made available on the District's website www.lakeshorecsd.org, after the bids are awarded.
- 14. The Board of Education reserves the right to award bids by item, by category or subcategory, or in total, as is in the best interest of the school district. The Board further reserves the right to reject any and all bids, and to hold all bids for a period of sixty (60) days for review.
- 15. The Board reserves the right to issue multiple Purchase Orders for bids items, to the same vendor. This shall be done to allow vendors to package orders for individual teachers within the District. If the successful vendor specifies a minimum order for free shipping, the vendor will aggregate all issued purchase orders in determining if the minimum order level was reached.

BY ORDER OF THE BOARD OF EDUCATION EVANS-BRANT CENTRAL SCHOOL DISTRICT, ANGOLA, NY 14006

DATED: March 2, 2023

Johnathan Perry Business Manager Evans-Brant (Lake Shore) Central School District

INSTRUCTIONS TO BIDDERS

PROPOSALS:

Shall be as directed on the "Notice to Bidders".

Signatures shall be in long hand, and completed forms shall be without interlineations, alteration, or erasures.

Owner reserves the right to waive any formalities in any and all bids.

QUALIFICATIONS OF BIDDERS:

Competency and responsibility of bidders will be considered in making the awards. Owner will award contract to the lowest responsible bidder. The Board of Education further reserves the right to reject all bids and re-advertise in the manner prescribed by law, where it is considered to be in the best interest of the District.

In determining the qualifications of bidders the Board will consider the record in the performance of any contract for similar services or products into which a contractor may have entered with the Board, and the Board specifically and expressly reserves the right to reject the bid of such bidder if the record discloses that such bidder, in the opinion of the Board, has not properly performed such contracts. The Board may make such investigation as it deems necessary to determine the ability of the bidder to perform the terms of the contract, and the bidder shall furnish the Board all information for this purpose as the Board may request. The Board reserves the right to reject any bid if investigation of the bidder reveals that in the opinion of the Board, the bidder is not properly qualified to carry out the obligations of the contract, and complete the work contemplated herein within the time limit agreed upon. Conditional bids will not be accepted. The bid determined to be second low shall be held in force for a period not exceeding 30 days after performance begins by the successful bidder. In the event of cancellation or default of contract, the Board of Education reserves the right to either award to the next low bidder or re-advertise the bid in the manner prescribed by law. In the absence of a statement to the contrary, the Board shall assume this stipulation to be agreed upon by the designated second low bidder.

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BIDDING DOCUMENT
INSTRUCTIONS TO BIDDERS (CON'T)

SPECIFICATIONS:

Wherever a particular brand or manufacturer is named within the attached specifications, it is for establishing a standard of quality and the term "or equal" shall be understood.

Any bidder wishing to bid on "or equal" or better material than specified here-in shall present positive proof that such substitutions are equal or better and such substitutions may be allowed only at the discretion of the Board. Bidders are encouraged to submit samples of items alleged to be "of equal" or "better" quality.

PAYMENT:

Payment will be made on invoices presented following delivery and acceptance by the Board of Education. *Please note that the District will issue payment when orders are 100% complete, and will NOT issue partial payments for incomplete orders.

ESCAPE CLAUSE:

The owner reserves the right to cancel the contract within 30 days if contractor fails to live up to the contract specifications.

BUY-AGAINST CLAUSE:

In the event that the successful bidder is unable or unwilling to supply the agreed upon items in accordance with their bid awarded by the Board of Education, the District reserves the right to purchase the items from the next lowest bidder. In this event, the vendor that received the original bid award will be required to reimburse the District for any and all price differences incurred, and all legal costs incurred (if any) for the collection of such amounts.

FORM OF PROPOSAL

Pursuant to the advertisements published in the Buffalo News on March 8, 2023 and
The Sun on March 10, March 17 and March 24, 2023 requesting proposals for
Custodial Supplies,
bidder hereby proposes to provide the required material as described in the published
advertisement, and in accordance with the specifications, notice and instructions to
bidders, as written. Successful bidder agrees to furnish and install material as herein
specified, within thirty days after receipt of valid purchase order.
COST OF:
SIGNED:
TITLE:
ADDRESS:
DATED:

TITLE:

BID PROPOSAL CERTIFICATIONS

FIRM N	\ME:	
BUSINES	SS ADDRESS:	
TEL. NO	.: I	DATE OF BID:
I.	General Bid Certifications	
		will furnish, at the prices herein nt, and/or services as proposed on
II.	Non-Collusive Bidding Certifi	ication
	this bid proposal, the bidder certifies that he is Section 103-d of the General Municipal Law as	b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been compiled with; provided, however, that if an any case the
subdivision of the a political subdivision of ending agency or official by statute, rule, a performed or to contain the followaffirmed by such	collusion in bids and proposals in political e state. Every bid or proposal hereafter made to rision of the state or any public department, I thereof where competitive bidding is required regulation, or local law, for work or services be performed or goods sold or to be sold, shall wing statement subscribed by the bidder and a bidder as true under the penalties of perjury: dding certification.	bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which acts forth in detail the reasons therefore. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.
signing on behal joint bid each pa	of this bid, each bidder and each person f of any bidder certifies, and in the case of a rty hereto certifies as to its own organization, perjury, that to the best of knowledge and	The fact that a bidder (a) has published price lists, rates or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists the such items, or © has sold the same items to other customers at the same prices being bid, does not constitute, without row, a disclosure within the
indepe commu restrict	ices in this bid have been arrived at endently without collusion, consultation, unication or agreement, for the purpose of ting competition, as to any matter relating to rices with any other bidder or with any titors:	meaning subparagraph one (3). (2) Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section, shall
have be disclost disclost any other (3)	otherwise required by law, the prices which een quoted in this bid have not been knowingly led by the bidder and will not knowingly be led by the bidder prior to opening, directly, to ler bidder or to any competitor, and lempt has been made or will be made by the	be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.
corpor	to induce any other person, partnership or ation to submit or not to submit a bid for the se of restricting competition. SIGNATURE (AUTHORIZED):	

RESOLUTION - FOR CORPORATE BIDDERS ONLY

Resolved that(Indiv	be authorized
(Indiv to sign and submit the bid or proposal of t	ridual) this corporation for the following item(s):
Custodial Supplies, and to include in suc	h bid or proposal the certificate
as to non-collusion required by Section O	ne Hundred Three Paragraph d. of the General
Municipal Law as the act and deed of sucl	h corporation, and for any inaccuracies or
misstatements in such certificate this Corp	porate bidder shall be liable under the penalties
of perjury.	
The foregoing is a true and correct copy o	f the resolution adopted by
	Corporation at a meeting of its Board of
Directors held on theday of	,and
is still in full force and effect on this	day of,
Secretary	

(SEAL OF CORPORATION)

March 02, 2023 09:14:36 am

Bid Request Compilation and Vendor Response Form

Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT

Vendor Name

Item Description/Specification Item Number

Unit of Measure Vendor Reference

Quantity Reported

Unit Price

Total Bid

All bid prices will include shipping and processing.
All package will be marked and packed per requestor, with purchase order number on them.
All deliveries will be delivered with previous notice,
Monday through Friday between 7:00am and 3:00pm.

WinCap Ver. 23.02.15.2167

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Bid Request Compilation and Vendor Response Form

March 02, 2023 09:14:36 am

	Unit Price Total Bid												
	Quantity Reported	84.00	9.00	200.00	36.00	70.00	50.00	84.00	6.00	12.00	12.00	12.00	12.00
Vendor Name	Vendor Unit of Reference Measure	OT	§	83	ගි 	EA	EA		E	E E	EA		EA
Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT	ber Item Description/Specification	AMMONIA : 12 quarts, Substitute (Please Specify)	BAG: Trash, 38 x 58" BLACK OR CLEAR, 56-60gal. 4mil. LLDPE, Flat PK, 50/CS. CONTRACTOR RATING, MAX Load 130lbs.(GROUNDS ONLY) Substitute (Please Specify)	BAG: Garbage 34"x 44", "BEST FIT", 250/CS, 32 GAL./.87mil, Clear plastic, High Density Virgin Polyethylene liners, full 16 micron, With Star Seal, CS SHOULD WEIGHT NO LESS THAN 16.1 Lb. PLEASE SEND SAMPLES! Substitute (Please Specify)	BAG: Clear Plastic - 24" x 33", 1000/CS , (ALL BUILDINGS ORDER THESE FOR CLASSROOM CANS),6 MICRONS.Please send samples Substitute (Please Specify)	BALLAST: (2) F32-T8 (GE-232-MAXP-N-ULTRA) 120V - 60HZ 10/CS Substitute (Please Specify)	BALLAST: (4) FO32-T8 (GE-432-MAX-N/ULTRA) 120V 60HZ 10/CS Substitute (Please Specify)	BLEACH: Disinfectant, 6/CS, (FOR S.H , MIDDLE & JTW, SCHOOL LAUNDRY APPLICATIONS ONLY!!). Substitute (Please Specify)	BROOM: Floorbrush 18" Head Substitute (Please Specify)	BROOM: Stairwell 12", ANGLED Substitute (Please Specify)	BRUSH: Bowl BRISTLE Substitute (Please Specify)	BRUSH: Bowl swabs. Emsco or equiv. "Scrub-It" Substitute (Please Specify)	BRUSH: Paint 1-1/2", with ANGULAR TIP
Bid: 23-2	Item Number	000756	000757	000758	000822	000826	000827	000828	688000	000845	000847	000848	000853

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EVANS-BRANT CSD

March 02, 2023 09:14:36 am

Bid Request Compilation and Vendor Response Form

March 02, 2023 09:14:36 am

Bid Request Compilation and Vendor Response Form

Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT

Bid: 23-24 CU!	Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT	Vendor Name			
		Vendor		, in the second	
Item Number	Item Description/Specification	9		Quantity Reported Unit Price	Total Bid
	Substitute (Please Specify)				
001083	GARBAGE CAN: 32 GA, WHITE Rubbermaid (ONLY) WITHOUT LID	EA		6.00	
	Substitute (Please Specify)	Ī			
001089	GLIDE: 1/2 I.D w/1-1/4 Base	EA		48.00	
	Substitute (Please Specify)				
001131	ICE MELT: 50 lb BG, Sodium/Magnesium/Calcium blend. NO ROCK SALT, MUST Melt Snow and loe Down To -20 Degrees 'F Substitute (Please Specify)	- B8	Ñ	294.00	
001132	INSECTICIDE: Ant & Roach traps, 4/PK.	Ā		24.00	
	Substitute (Please Specify)				
001134	J-FILL SYSTEM: Glance HC, GREEN SEAL PRODUCT,Window Cleaner 84.5 oz.	BTL		36.00	
	Substitute (Please Specify)				
001136	J-FILL SYSTEM: StrideSC CITRUS,GREEN SEAL PRODUCT, Floor Soap 84.5 oz	BTL		36.00	
	Substitute (Please Specify)				
001137	J-FILL SYSTEM: Virex 256, GREEN SEAL PRODUCT, Disinfectant 84.5 oz	BTL		36.00	
	Substitute (Please Specify)				
001144	MOP BUCKET & WRINGER COMBO W/ DOWN PRESS REF# CONTINENTAL #336-37 YW 35 QT(ONLY) Substitute (Please Specify)	EA		6.00	
001157	MOP HEAD: 24 oz. E-5 Mop Inter-change syrtex mop head, product code 3 CS-L-BB, L24 Blue, FOR USE WITH INTER-CHANGE HANDLES ONLY! Substitute (Please Specify)	EA		12.00	
001183	PAINT SUPPLY: Roller Cover 9"-3/4 Nap	EA	<u> </u>	12.00	
	Substitute (Please Specify)				
001184	PAINT SUPPLY: Roller Cover 9"-3/8 Nap	EA	_	12.00	
	Substitute (Please Specify)				
001187	PAINT SUPPLY: STEEL Putty Knife 1-1/2"	EA		24.00	

March 02, 2023

09:14:36 am

Bid Request Compilation and Vendor Response Form

Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT

Total Bid Unit Price Quantity Reported 60.00 12.00 25.00 25.00 288.00 25.00 120.00 12.00 12.00 Unit of Measure EA EA B 9 P SS GA 9 EA Reference Vendor Name Vendor SPRAYER: 22 oz. sprayers ONLY for 20 oz. spray BTLs (to fit #922 "Continental" plastic spray BTL) TOILET PAPER: RL 4.00" x 3.75" 1 ply. 1.50" core ., 96 RLS PER CS. 1000 sh/RL 1 ply, individually wrapped. PLEASE SEND SAMPLE WITH BID TOILET BOWL CLEANER: Liquid Cleaner and disinfectant. GREEN SEAL PRODUCT, Good POLISH: Furniture, 16 oz. aerosol CAN, "Behold" by Dracketor equivalent. FILTER: PLEATED 12 x 32 x 2 MERV-13 for transportation EAs. FILTER: PLEATED 9 x 75 3/4 x 1 MERV-13, WTH Cafeteria PENCIL SHARPENER: 8-Hole Adjustable with screw mount Substitute (Please Specify) Substitute (Please Specify) Substitute (Please Specify)_ Substitute (Please Specify) Item Description/Specification RAGS: Huck towel (New bar) WATER DISTILLED commercial grade. RAGS: Terry Item Number 001219 001235 001201 001265 001332 001825 001236 001274 001275 001827

001837

252.00

EA

10.00

EA

FLOOR PAD: 14" x 28" BLUE , FOR CLARKE BOOST 28 FLOOR MACHINE. FOR HIGHLAND ONLY! 5 / CS

FILTER: PLEATED $20 \times 20 \times 2$ MERV-13 for Senior High

001828

Substitute (Please Specify)

Substitute (Please Specify)_

24.00

EA

March 02, 2023 09:14:36 am

EVANS-BRANT CSDBid Request Compilation and Vendor Response Form

Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT

Vendor Name

Item Number	Item Description/Specification	Vendor Unit of Reference Measure	Quantity Reported Unit Price	Total Bid
	Substitute (Please Specify)			
001843	FILTER: PLEATED 9 x 55 3/4 x 1 MERV-13 For WTH Univents.	EA	48.00	
	Substitute (Please Specify)			
001858	FILTER: PLEATED 10 x 48 3/8 x 1 MERV-13	EA	72.00	
	Substitute (Please Specify)			
001859	FILTER: PLEATED 10 x 60 3/8 x 1 MERV-13	EA	48.00	
	Substitute (Please Specify)			
001864	HAND TOWELS: TORK 1PLY RL, 6/CS , 7.75 × 700 FT.	CS	00.009	
	Substitute (Please Specify)			
001906	FILTER: PLEATED $20 \times 24 \times 2$ MERV-13 Highland Gym EAs, Middle School Roof Tops	EA	48.00	
	Substitute (Please Specify)			
001908	FILTER: PLEATED 8-1/2 x 30 x 1 MERV-13	EA	24.00	
	Substitute (Please Specify)			
001911	FILTER: PLEATED 16 x 20 x 2 MERV-13	EA	00.09	
	Substitute (Please Specify)			
001923	FLOOR PAD: Americo 14 x 20", SPP(surface prep PD) Maroone stripper PD, 10/cs, for S-20 Pacific orbital floor scrubber. Substitute (Please Specify)	EA	30.00	
001940	HAND SOAP - Soft Care, Antibacterial All purpose M/MC, 1.3 Litre, 6 bottles per case	BTL	288.00	
	Substitute (Please Specify)	1		
001942	HAND SANITIZER: Affinity IHS foaming alcohol based 1000ml 4/cs	BTL	40.00	
	Substitute (Please Specify)	ı		
001949	FILTER: PLEATED 14 x 20 x 2 MERV-13	EA	12.00	
	Substitute (Please Specify)			

March 02, 2023

09:14:36 am

Bid Request Compilation and Vendor Response Form

Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT

Vendor Name

Total Bid **Unit Price** Quantity Reported 20.00 10.00 10.00 10.00 12.00 12.00 Measure Unit of BTL EA EA EA E X Reference Vendor Item Description/Specification
J-FILL SYSTEM: Oxivir five 16, Green Seal Product, Sanitizer, 84.5oz.
Manufacturer: DOBMEIER JANITOR SUPPLY INC
Part Number: washers (package of 25) Part No 1133014, UNSPSC 31161807 FLOOR PAD: 3M, 13" BLUE, scrubbing, 5/case FLOOR PAD: 3M, 13" RED, scrubbing, 5/case FLOOR PAD: 3M, 13" Black, stripping, 5/case Substitute (Please Specify)_ Substitute (Please Specify)_ Substitute (Please Specify) Substitute (Please Specify) Substitute (Please Specify) FILTER: PLEATED 9-3/4 x 34 x 1" Item Number 001952 ADD-0000001 001958 001959 001966 001960

Total

Bid Request Compilation and Vendor Response Form

Bid: 23-24 CUSTODIAL CUSTODIAL SUPPLIES & EQUIPMENT

Vendor Name

Item Description/Specification Item Number

Unit of Measure Reference Vendor

Total Bid

Quantity Reported

Unit Price

Bid: 23-24 CUSTODIAL Print Only Items With Quantities Sort By: Item ID Show Manufacturer Name and Part # Printed by JOHNATHAN M. PERRY

WinCap Ver. 23.02.15.2167

Selection Criteria