



FREEDOM OF INFORMATION

September 8, 2014

Judith Weller
4 Beaver Brook Road
Lincoln Park, NJ 07035
jw@biddesk.com

Re: FOIA Request Received August 23, 2014 FOIA ID #14-33

Subject: A copy of the current awarded contract for janitorial supplies to include line item pricing or a core list and the contract terms including start date, end date and renewal options.

Dear Ms. Weller:

This letter will serve as Oswego Community Unit District No. 308's response to your August 23, 2014, request under the Freedom of Information Act (5ILCS 140/1 et seq.), in which you asked for the above referenced information. Attached are the documents responsive to your request.

To promote district transparency and assist others who may have a similar question, this responsive document will be posted online on the district's website. To access it, go to www.oswego308.org, and then select the FOIA Requests and Responses icon, then select District 308 Responses to FOIA Requests, then FOIA ID #14-33.

Please let me know if you have additional questions. Thank you.

A handwritten signature in black ink that reads "Victoria R. D'Aleo".

Victoria R. D'Aleo
Freedom of Information Officer

**Oswego School District #308
2013 - 2014 Custodial Supplies Bid Proposal
from Unique Products**

Item	Quantity	unit	Item Description	Product	Unit Cost	Extended Cost
1	600	cs	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BLACK - FLAT BOTTOM		no bid	
2	600	cs	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BIO-DEGRADABLE BLACK FLAT BOTTOM		no bid	
3	1500	cs	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BLACK - FLAT BOTTOM		no bid	
4	1500	cs	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BIO-DEGRADABLE BLACK FLAT BOTTOM		no bid	
5	2000	cs	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BLACK - FLAT BOTTOM		no bid	
6	2000	cs	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BIO-DEGRADABLE BLACK - FLAT BOTTOM		no bid	
7	200	ea	Trigger Spray Nozzles (Chemical Resistant 9 1/2")		1.05	210.00
8	10	cs	Angle Brooms w/Wood Handle - 13" Sweeping Surface - 12/cs		69.40	694.00
9	400	ea	UNISAN Value-Plus Cone Bowl Mop White Strong l-beam 12 in. plastic handle		0.98	392.00
10	65	cs	Kleen Guard Blue Nitrile Gloves G10 (M) 100/bx - 10 bx/cs Powderfree--Latex free no sub	KCC57372	95.60	6,214.00
11	45	cs	Kleen Guard Blue Nitrile Gloves G10 (L) 100/bx - 10 bx/cs Powderfree--Latex free no sub	KCC57373	95.60	4,302.00
12	40	cs	Kleen Guard Blue Nitrile Gloves G10 (XL) 100/bx - 10 bx/cs Powderfree--Latex free no sub	KCC57374	95.60	3,824.00
13	15	bx	Great Neck Putty Knife Plastic Handle - Stiff 1 1/4" wide blade 15/bx	GRE 15PKS	1.69	25.35
14	50	tube	4" Replacement Blades - 10/tube	UNGRB10C	5.86	293.00
15	10	bx	UNISAN 60" Jaws Mophead Handle (or equal) - 12/bx	UNS610	6.90	69.00
16	30	ea	Utility Pad Holder	PAD405	5.70	171.00
17	60	pk	Duracell Procell AA 24 per pack No Substitutions	DRCPC1500BKD	8.94	536.40
18	60	pk	Duracell Procell C 12 per pack No Substitutions	DRCPC1400	5.49	329.40
19	60	pk	Duracell Procell D 12 per pack No Substitutions	DRCPC1300	11.94	716.40
20	25	pk	Duracell Procell 9V 12 per pack No Substitutions	DRCPC1604BKD	17.85	446.25
21	10	pk	Duracell Procell AAA 24 per pack No Substitutions	DRCPC2400BKD	8.89	88.90
22	72	ea	Plastic Wastebasket 28 1/8 qt. Rubbermaid Gray No Substitutions	RCP2956GRA	4.86	349.92
23	75	bx	Kraft Waxed Paper Receptacle Liner 500/bx our brand same size & quality	HOS260	36.65	2,748.75
24	75	cs	Scotch-Brite Medium-Duty Scrub Sponge 8 pk/cs - 5 sponges/pk	MC074	39.57	2,967.75
25	150	ea	Rubbermaid Lobby Pro Upright Dust Pans Black 12 1/2" Wide Dust Bin 37" Overall Height	RCP2531	15.73	2,359.50
26	40	cs	Empire Safety Barrier Tape (CAUTION) Yellow 1000 ft./roll - 12 rolls/cs	EMI71001	69.32	2,772.80
27	24	ea	UNGER 4" Light Duty Floor Scraper Lightweight Aluminum 48" L x .83" Dia. Handle	UNGLH12C	14.57	349.68
28	140	cs	C-FOLD Towels White 2400/cs		14.88	2,083.20
29	1850	cs	Merfin 212 Toilet Paper 2 PLY - 750 ft./roll - 12 rolls/cs Provide Pricing per Ft. .0035		31.90	59,015.00
30	2141	cs	Merfin 7800W 1PLY - 800 ft./roll - 6 rolls/cs (white) Provide Pricing per Ft. .0064		30.90	66,156.90
31	684	bx	Betco Clario Foam Hand Soap 6 - 1000 ml bags/cs Provide Pricing per Mi. .0056		33.90	23,187.60
32	60	ea	Betco Untouchable Floor Finish - 5 gallons No Substitutions		88.00	5,280.00
33	150	bx	Multi Task System Double-O-Seven Peroxide All Purpose Heavy Duty Cleaner No Substitutions		79.84	11,976.00
34	150	bx	Multi Task System Multi-Shine Glass and Multi-Surface Cleaner No Substitutions		110.00	16,500.00
35	150	bx	Multi Task System Foamy Mac Restroom, Tub and Shower Cleaner No Substitutions		116.84	17,526.00
36	150	bx	Multi Task System Century Maintenance - Neutral ph Floor Cleaner No Substitutions		148.84	22,326.00
37	150	bx	Multi Task System Tough Green All Purpose Cleaner-Degreaser No Substitutions		146.72	22,008.00
38	150	bx	Multi Task System Century Q 256 Hospital Grade Disinfectant-EPA Registered No Substitutions		128.56	19,284.00

Oswego School District #308
2013 - 2014 Custodial Supplies Bid Proposal
from Unique Products

Please provide pricing on items below for possible future purchase. NO SUBSTITUTIONS ON ITEMS #39 THRU #52

<u>Item</u>	<u>Quantity</u>	<u>Item Description</u>	<u>Unit Cost</u>	<u>Extended Cost</u>
39		Pro-Team Vacuum 1500XP w/HEPA Filter Crevice Tool -- Flex Hose-- Dusting Brush	399.50	
40		Power Boss Ride Sweeper - Model Apex 47	13,445.00	
41		Minteman X Ride 28 Riding Extractor - Model mmxr28gp	14,400.00	
42		Nobles Strive Rider Carpet Extractor - Model 9001690	12,200.00	
43		Minuteman Floor Machines 20" - Model mmfr20115	649.00	
44		Nobles Floor Machines 2000 HD 20" - Model 608234	658.00	
45		Nobles Typhoon EV Wet/Dry Front Mounted Squeegee w/Hose/Wand - Model 608689	675.00	
46		Nobles Anser Carpet Spotter & Cart - Includes Hose/Wand - Model 608234	590.00	
47		Minteman Carpet Spotter & Cart - w/Hose/Wand	849.00	
48		Nobles Speed Scrub Rider 26" disk	11,500.00	
49		Minteman Rider Scrub 28" Model mmer28dqp	12,900.00	
50		Betco Propane Burnisher 27" - Optima QT Series	4,395.00	
51		Minteman Propane Burnisher 27"	4,900.00	
52		RubberMaid Tilt Truck 600 lbs. 1 Cubic Yard	549.00	
		INCLUDES		
		24 HOUR SERVICE ON MACHINE REPAIRS		
		MACHINE LOANERS AT NO COST		
		FREE SEMI ANNUAL TRAINING ON EQUIPMENT AND PREVENTATIVE MAINTENANCE		
		DISCOUNTED SERVICE RATES		
		LINES 39-51 QUOTED PRICE GOOD FOR ONLY 180 DAYS		

Invitation to Bid - Custodial & Maintenance Supplies

Released by

Oswego Community Unit School District #308
4175 Route 71
Oswego, IL 60543
630-636-3080

The Oswego Community Unit District #308 School Board, Kendall County, Illinois is requesting sealed bid proposals for custodial and maintenance supplies to be used throughout Oswego CUSD #308 in the school year 2013-2014.

Equal Opportunity: all of the quoted provisions in Section 202 of Executive Order No. 11246 dated September 24, 1965 apply to all contracts for work under this bid. Fair Employment Act State of Illinois: all of the provisions in the Illinois Fair Employment Practices Act, as amended (48 Ill. Rev. Stat., 1971, as amended sec. 851-867), apply to all contracts for work under this bid.

Specifications can be obtained from the district administrative office located at 4175 Rt. 71, Oswego, IL 60543 or by contacting Kathy DeRose at 630-636-3170. In order to be considered, sealed bids must be received in the District Administrative Center by Monday, June 24, 2013 at 10:00 am, at which time they will be publicly opened. If you wish to bid, please submit your sealed submittal, in a mailing container or envelope which is plainly marked on the outside with the notation "**SEALED BID ENCLOSED**". The Oswego Community Unit District #308 District Administrative Center is located at 4175 Route 71, Oswego, IL 60543. Late bids will not be accepted and will be returned unopened, bids sent via facsimile will also, not be accepted.

Name of the Bid: Custodial & Maintenance Supplies – Oswego CUSD #308

Deadline for Bid Submittal: Monday, June 24, 2013 at 10:00 am

Bids Shall Be Submitted To: **SEALED BID – Custodial & Maintenance Supplies**
Oswego CUSD #308 – Administrative Center
4175 Route 71
Oswego, IL 60543

Method of Submittal: Mail Delivery or In Person

The School Board reserves the right to reject any or all bids or to waive irregularities in the bids.

Please direct any questions regarding meaning, the intent or the specification directly to Bill Baumann at (630) 636-3171. Any and all questions will be responded to in the form of written addenda to all bidders. All addenda shall become a part of the contract documents and shall be acknowledged and dated.

Bids will be evaluated promptly after the bid opening. Bid results will not be given over the telephone. No bid may be withdrawn for a period of sixty (60) calendar days after the bid opening date.

For and on behalf of the Board of Education,

Sharon Hassberger
Director of Business Services
630-636-3679

**Oswego CUSD #308
Oswego, Illinois**

**INVITATION TO BID
CUSTODIAL & MAINTENANCE SUPPLIES
2013/14 SCHOOL YEAR**

DUE: MONDAY, JUNE 24, 2013 10:00 A.M.

CONTACT FOR BID QUESTIONS:

**BILL BAUMANN
DIRECTOR OF BUILDINGS & GROUNDS
OSWEGO CUSD #308
PHONE NO.: 630-636-3171
EMAIL: bbaumann@oswego308.org**

PREPARED BY:

**SHARON HASSBERGER
DIRECTOR OF BUSINESS SERVICES
OSWEGO CUSD #308
4175 ROUTE 71
OSWEGO, ILLINOIS 60543
PHONE NO.: 630-636-3679
EMAIL: shassberger@oswego308.org**

Terms and Conditions

SCOPE OF WORK

- Oswego Community School District #308 intends to establish a custodial and maintenance supply agreement with a vendor/contractor who has the ability, labor, materials and equipment and other components necessary to provide these services for the School District.

SPECIFICATIONS

- We are asking that the supply bidder be located within a 100 mile radius of the school district.
- Provide custodial and maintenance supplies noted in the Bid Proposal Form – Excel Spreadsheet.
- Substitutions (where allowed) must be clearly identified for evaluation. Acceptance of substitutions is at the discretion of the District.
- Deliveries shall be made to the location or locations within the school district that will be determined and reviewed with the successful bidder.
- Delivery of equipment and supplies shall occur July 1st thru July 31st, 2013.
- The successful bidder is responsible for filing any freight damage related claims. The School District has up to 30 days, after delivery of awarded products by the freight carrier, in which to notify the vendor of said damage. All freight damage is the sole responsibility of the vendor and the School District is exempt from any replacement costs and/or paperwork due to said freight damage.
- Delivery and ordering schedule to be discussed between the vendor and the Director of Building and Grounds at Oswego #308.
- Price offered to be inclusive of all associated shipping, handling charges and rebate incentives.
- No price escalation through the course of the agreement without prior consent by the District.
- All non-consumable supplies to be guaranteed for a minimum of one year.
- A sample of each can liner bid, as well as written proof of bio-degradable status, is required.

It is understood and agreed that the Vendor/Contractor will perform other similar duties not specifically listed in the schedule that may be required to ensure that service is adequately provided to the desired level of the entity (Oswego Community Unit School District #308) and meets professional standards. The vendor shall maintain staffing levels appropriate to maintain optimum conditions of service and supply needs. If the level of service at any time is considered to be unacceptable to Oswego Community School District #308, then the vendor will be required to take whatever measures are required to maintain optimum conditions of service within four (4) hours.

Successful bidder for Items 31 through 52 agrees to:

- Provide the training and consulting services for the District.
- Four training seminars per year for all custodians.
- Provide procedure manuals and keep all manuals updated.
- Train new custodians as needed.
- Training consists of: Chemical understanding, cleaning procedures, safety and material safety data knowledge.

- Train custodians in proper and safe use of all machines and correct procedures to keep them in good running order.

TERMS OF THE AGREEMENT

The initial term of the agreement shall be for the purchase of itemized goods stipulated in the Bid Proposal Form Excel Spreadsheet. Every attempt will be made to award the bid on an overall responsive, low cost basis. However, the lowest bid will not automatically receive the order. We are looking for quality. The right is reserved, however, to split the award if it is in the best interest of the Board. If a split is not acceptable to the bidder, it must be stated in the bid. The initial term of the agreement shall be for one year with the option to renew for three additional one year terms.

A purchase order, prepared by Oswego Community School District #308 and signed by the Director of Business Services, shall become the document that authorizes the work to commence. Each section contained herein, any addenda and your response shall also be incorporated by reference into the resulting agreement.

Oswego Community School District #308 will not enter into contracts, agreements or order requisitions other than those prepared by Oswego Community School District #308 which will incorporate by reference all terms, conditions and instructions stated herein.

ADDITIONS/DELETIONS OF SERVICE

Oswego Community School District #308 reserves the right to add and/or delete supplies during the term of this agreement. Should any supply requirements be deleted, payment to the contractor will be reduced proportionally, in accordance with the bid price to the amount of product reduction. Should additional supplies be required from this agreement, prices for such additions will be negotiated between the contractor and Oswego Community School District #308.

VENDOR'S EMPLOYEES

The vendor shall only furnish employees who are competent and skilled for work under this agreement. If, in the opinion of Oswego Community School District #308, an employee of the contractor is incompetent or disorderly, refuses to perform in accordance with the terms and conditions of the contract, threatens or uses abusive language while on school district property, or is otherwise unsatisfactory, that employee shall be removed from all work under this agreement.

Vendor's employees shall not disturb Oswego Community School District #308 property, including, but not limited to, desks, papers and materials, or use school district facilities or materials for personal use. The contractor shall be required to reimburse the school district for any unauthorized use of telephones, copy machines, etc.

AGREEMENT ADMINISTRATOR

The agreement administrator shall be Sharon Hassberger, Director of Business Services for Oswego Community School District #308. During the term of the agreement, should any specific school personnel request a change of scope or function of the agreement, such request shall be reported to Sharon Hassberger prior to any changes being made.

STATEMENT OF CERTIFICATION

A statement of certification (enclosed) must be signed and submitted in order for a proposal to be considered. It is necessary that this be done under oath; therefore, this form must be notarized.

PERSONNEL PAGE 2 OF 3

Employee who will oversee Oswego CUSD #308 account if your company is awarded this contract:

Name: _____ **Gary Rice, sales** _____
Phone: _____ **630-816-0813, fax 630-485-4682** _____
E-mail Address: _____ **tpguy1@yahoo.com** _____

BID SUBMITTAL FORM
Custodial and Maintenance Supplies for 2013/14 - Oswego CUSD #308

- Bid price shall include all costs of labor, equipment, materials, components and rebate incentives necessary to provide custodial and maintenance supplies as stipulated on the Bid Proposal Form - Excel Spreadsheet.

Bid price shall include all sp
document.

UNIQUE PRODUCTS
3860 COMMERCE DR
ST. CHARLES, IL 60178

of this bid

Name of Company: _____ **Gary Rice, sales** _____
630-816-0813, fax 630-485-4682 _____
tpguy1@yahoo.com _____

Authorized Representative: _____

Date: 6-17-13

Gary Rice

SIGNATURE PAGE PAGE 1 OF 3

The undersigned bidder, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that she/he will fulfill the obligations contained herein in accordance with all instructions, terms, conditions and specifications set forth and that she/he will furnish all required products/services and pay all incidental costs in strict c

Submitting Firm: **UNIQUE PRODUCTS**
Address: **3860 COMMERCE DR**
ST. CHARLES, IL 60178
City: _____ State: _____ Zip: _____

Authorized Representative: GARY RICE

Date: 6-17-13 E-mail: tpguy1@yahoo.com
Phone: 630-816-0813

ADDENDA (It is the bidder's responsibility to check for issuance of any addenda)
The authorized representative hereby acknowledges receipt of the following addenda:

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____
Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

**OSWEGO CUSD #308
CERTIFICATION THAT CONTRACTOR
IS NOT BARRED FROM PUBLIC CONTRACTING
DUE TO BID-RIGGING OR
BID ROTATING CONVICTIONS**

WHEREAS, a conviction for the offense of bid rigging (720 ILCS 5/33E-3) or bid rotating bars (720 ILCS 5/33 E-4) a person or entity from bidding on public contracts, and

WHEREAS, Section 33E-11 of the Illinois Criminal Code (720 ILCS5/33E-11) requires bidders and contractors to certify on a form provided by the unit of local government or school district that they are not barred from public contracting due to bid-rigging or bid-rotating.

NOW THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned

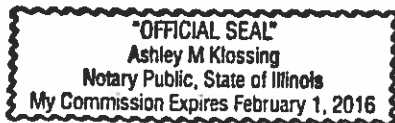
Gary Bie

(Individual, firm, corporation or other entity)

is not barred from bidding on or entering into public contracts due to having been convicted or bid rigging or bid rotating under Paragraphs 33E of the Illinois Criminal Code. 720 ILCS 5/33 E-1 through 33 E-18. The undersigned also certifies that no officers or employees of the bidder or contractor have been so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above named body, in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contact term otherwise prior to the entering into of any contract herewith. The Board of Education of Oswego CUSD #308 may declare the contract void if this certification is false.

DATE: 6-17-13

BY: *Ashley M Klossing*
Universal Banker
Name, Title *AMK*



ATTEST: _____
(Seal)

Invitation to Bid - Custodial & Maintenance Supplies

Released by

**Oswego Community Unit School District #308
4175 Route 71
Oswego, IL 60543
630-636-3080**

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Equal Opportunity: all of the quoted provisions in Section 202 of Executive Order No. 11246 dated September 24, 1965 apply to all contracts for work under this bid. Fair Employment Act State of Illinois: all of the provisions in the Illinois Fair Employment Practices Act, as amended (48 Ill. Rev. Stat., 1971, as amended sec. 851-867), apply to all contracts for work under this bid.

Specifications can be obtained from the district administrative office located at 4175 Rt. 71, Oswego, IL 60543 or by contacting Kathy DeRose at 630-636-3170. In order to be considered, sealed bids must be received in the District Administrative Center by Monday, June 24, 2013 at 10:00 am, at which time they will be publicly opened. If you wish to bid, please submit your sealed submittal, in a mailing container or envelope which is plainly marked on the outside with the notation **"SEALED BID ENCLOSED"**. The Oswego Community Unit District #308 District Administrative Center is located at 4175 Route 71, Oswego, IL 60543. Late bids will not be accepted and will be returned unopened, bids sent via facsimile will also, not be accepted.

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For and on behalf of the Board of Education,

Sharon Hassberger
Director of Business Services
630-636-3679

**Oswego CUSD #308
Oswego, Illinois**

**INVITATION TO BID
CUSTODIAL & MAINTENANCE SUPPLIES
2013/14 SCHOOL YEAR**

DUE: MONDAY, JUNE 24, 2013 10:00 A.M.

CONTACT FOR BID QUESTIONS:

**BILL BAUMANN
DIRECTOR OF BUILDINGS & GROUNDS
OSWEGO CUSD #308
PHONE NO.: 630-636-3171
EMAIL: bbaumann@oswego308.org**

PREPARED BY:

**SHARON HASSBERGER
DIRECTOR OF BUSINESS SERVICES
OSWEGO CUSD #308
4175 ROUTE 71
OSWEGO, ILLINOIS 60543
PHONE NO.: 630-636-3679
EMAIL: shassberger@oswego308.org**

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GENERAL COMPANY INFORMATION - PAGE 1 OF 3

BID DESCRIPTION: Custodial and Maintenance Supplies

Company Name: JANCO SUPPLY INC

Company Address: 723 N. HIGHLAND AVE
AURORA ILL

Business License #: 00720887

Number of years in business: 67 YEARS

REFERENCES

List at least two (2) school districts comparable in size to District 308 with whom you are currently providing services and have been for at least two (2) years:

1. **Name:** WEST AURORA SCHOOLS #129

Contact Name: JEFF SKILLER

Address: PO J. RIVER

Telephone Number: 630-669-5120
2. **Name:** RAY HALL (SCHOOL BOARD)

Contact Name: EAST AURORA DIST. #131

Address: 630-256 4636

Telephone Number: _____

PERSONNEL -- PAGE 2 OF 3

Employee who will oversee Oswego CUSD #308 account if your company is awarded this contract:

Name: Jim Kramer Title: _____
Phone: 630-896-4651 Fax: 630-896-4694
E-mail Address: Janco723@janco.com

BID SUBMITTAL FORM

Custodial and Maintenance Supplies for 2013/14 -- Oswego CUSD #308

- Bid price shall include all costs of labor, equipment, materials, components and rebate incentives necessary to provide custodial and maintenance supplies as stipulated on the Bid Proposal Form -- Excel Spreadsheet.

Bid price shall include all specifications listed in the Terms and Conditions section of this bid document.

Name of Company: JANCO SUPPLY INC
Authorized Representative: JIM KRAMER
Date: JUNE 21, 2013

SIGNATURE PAGE – PAGE 3 OF 3

The undersigned bidder, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that she/he will fulfill the obligations contained herein in accordance with all instructions, terms, conditions, and specifications set forth; and that she/he will furnish all required products/services and pay all incidental costs in strict conformity with these documents, for the stated prices as payment in full.

Submitting Firm: JANCO SUPPLY INC

Address: 723 N. HIGHLAND AVE

City: ARNDT State: ILL Zip: 60507

Authorized Representative: John Kramer

Date: JUNE 21 2013 E-mail: JANCO723@YAHOO

Phone: 630-896-4651

ADDENDA (It is the bidder's responsibility to check for issuance of any addenda)
The authorized representative hereby acknowledges receipt of the following addenda:

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

**OSWEGO CUSD #308
CERTIFICATION THAT CONTRACTOR
IS NOT BARRED FROM PUBLIC CONTRACTING
DUE TO BID-RIGGING OR
BID ROTATING CONVICTIONS**

WHEREAS, a conviction for the offense of bid rigging (720 ILCS 5/33E-3) or bid rotating bars (720 ILCS 5/33 E-4) a person or entity from bidding on public contracts, and

WHEREAS, Section 33E-11 of the Illinois Criminal Code (720 ILCS5/33E-11) requires bidders and contractors to certify on a form provided by the unit of local government or school district that they are not barred from public contracting due to bid-rigging or bid-rotating.

NOW THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned

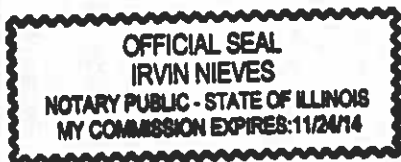
TANCO SUPPLY INC.
(Individual, firm, corporation or other entity)

is not barred from bidding on or entering into public contracts due to having been convicted or bid rigging or bid rotating under Paragraphs 33E of the Illinois Criminal Code. 720 ILCS 5/33 E-1 through 33 E-18. The undersigned also certifies that no officers or employees of the bidder or contractor have been so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above named body, in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contact term otherwise prior to the entering into of any contract herewith. The Board of Education of Oswego CUSD #308 may declare the contract void if this certification is false.

DATE: 6/20/2013

BY: James D. Kramer
JAMES D. KRAMER V.P.
Name, Title

ATTEST: [Signature]
(Seal)



Oswego School District #308

2013 - 2014 Custodial Supplies Bid Proposal

5618

Item	Quantity	Item Description	Product	Unit Cost	Extended Cost
1	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BLACK - FLAT BOTTOM	FORTUNE	36.174	21704.40
2	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BIO-DEGRADABLE BLACK FLAT BOTTOM	FORTUNE	38.03	22818.00
3	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BLACK - FLAT BOTTOM	W F P B	15.10	22650.00
4	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BIO-DEGRADABLE BLACK FLAT BOTTOM	FORTUNE	14.715	22072.50
5	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BLACK - FLAT BOTTOM	W F P B	13.07	26140.00
6	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BIO-DEGRADABLE BLACK - FLAT BOTTOM	FORTUNE	16.11	32220.00
7	200 EA	Trigger Spray Nozzles (Chemical Resistant 9 1/2")	5910-9	0.66	132.00
8	10 CS	Angle Brooms w/Wood Handle - 13" Sweeping Surface - 12/cs		13.39	133.90
9	400 EA	UNISAN Value-Plus Cone Bowl Mop White Strong I-beam 12 in. plastic handle		93.00	37200.00
10	65 CS	Kleen Guard Blue Nitrile Gloves G10 (M) 100/bx - 10 bx/cs Powderfree--Latex free	KCC57372	9.173	596.21
11	45 CS	Kleen Guard Blue Nitrile Gloves G10 (L) 100/bx - 10 bx/cs Powderfree--Latex free	KCC57373	9.173	412.78
12	40 CS	Kleen Guard Blue Nitrile Gloves G10 (XL) 100/bx - 10 bx/cs Powderfree--Latex free	KCC57374	9.173	366.92
13	15 BX	Great Neck Putty Knife Plastic Handle - Stiff 1 1/4" wide blade 15/bx	GRE 15PKS	20.13	301.95
14	50 TUBES	4" Replacement Blades - 10/tube	UNGRB10C	5.02	251.00
15	10 BX	UNISAN 60" Jaws Mophead Handle (or equal) - 12/bx	UNS610	91.60	916.00
16	30 EA	Utility Pad Holder	PAD405	5.12	153.60
17	60 PK	Duracell Procell AA 24 per pack No Substitutions	DRCPC1500BKD	6.07	365.40
18	60 PK	Duracell Procell C 12 per pack No Substitutions	DRCPC1400	6.32	379.20
19	60 PK	Duracell Procell D 12 per pack No Substitutions	DRCPC1300	9.50	570.00
20	25 PK	Duracell Procell 9V 12 per pack No Substitutions	DRCPC1604BKD	13.71	342.75
21	10 PK	Duracell Procell AAA 24 per pack No Substitutions	DRCPC2400BKD	6.09	60.90
22	72 EA	Plastic Wastebasket 28 1/8 qt. Rubbermaid Gray No Substitutions	RCP29556GRA	4.68	336.96
23	75 BX	Kraft Waxed Paper Receptacle Liner 500/bx	HOS260	12.47	935.25
24	75 CS	Scotch-Brite Medium Duty Scrub Sponge 8 pk/cs - 5 sponges/pk	MCO74	12.47	935.25
25	150 EA	Rubbermaid Lobby Pro Upright Dust Pans Black 12 1/2" Wide Dust Bin 37" Overall Height	RCP2531	14.93	2239.50
26	40 CS	Empire Safety Barrier Tape (CAUTION) Yellow 1000 ft./roll - 12 rolls/cs	EMI711001	69.12	2764.80
27	24EA	UNGER 4" Light Duty Floor Scraper Lightweight Aluminum 48" L x .83" Dia. Handle	UNGLH12C	13.74	329.76
28	140 CS	C-FOLD Towels White 2400/cs		13.74	1923.60
* 29	1850 CS	Merfin 2 Toilet Paper 2 PLY - 750 ft./roll - 12 rolls/cs Provide Pricing per Ft. 0.00 0.027		29.12	5387.20
* 30	2141CS	Merfin 700W 1PLY 800 ft./roll - 6 rolls/cs Provide Pricing per Ft. 0.065		31.20	6679.20
* 31	684 BX	Betco Claris Foam Hand Soap 6 - 1000 ml bags/cs Provide Pricing per Mi. 0.00 0.005005		30.03	20540.52
32	60 EA	Betco Urtouchable Floor Finish - 5 gallons No Substitutions			
33	150 BX	Multi Task System Double-O-Seven Peroxide All Purpose Heavy Duty Cleaner No Substitutions			
34	150 BX	Multi Task System Multi-Shine Glass and Multi-Surface Cleaner No Substitutions			
35	150 BX	Multi Task System Foamy Mac Restroom, Tub and Shower Cleaner No Substitutions			
36	150 BX	Multi Task System Century Maintenance - Neutral ph Floor Cleaner No Substitutions			
37	150 BX	Multi Task System Tough Green All Purpose Cleaner-Degreaser No Substitutions			
38	150 BX	Multi Task System Century Q 256 Hospital Grade Disinfectant-EPA Registered No Substitutions			

* If substitute is bid, Vendor must provide comparable dispensers (approved by Owner) installed at no cost to District. All wall repairs are Vendor's responsibility. Vendor must provide replacement if fixture pulls lose for any reason other than vandalism.



Item	Customer Item Number	Customer Item Description	Unit	Case Qty	Case Price	Proposed Price	Extended Price	FS Charge	Item Number	Description	Qty in Case	Unit Price	Unit Cost	Additional Savings Items											
														Proposed Price	Extended Price	Projected Savings With	Projected Savings With	Qty in Case	Unit Price	Unit Cost					
1		PLASTIC BAG LINERS 8.0 MIL. (S) 24X24 - 1000/CS BL	CS	600	\$13.72	\$8,232.00	FS Liners		614902	Brighon Professional High Density Coreless Roll Can Liners 10 Gallon, 6 Micron, Natural, 24" x 24", 1000/CS	CT	1000	\$13.72	1	538992	Webster Industries Re-Claim Can Liners, 7	\$59.94	\$35,964.00	Projected Savings With	Projected Savings With	Qty in Case	Unit Price	Unit Cost		
2		PLASTIC BAG LINERS 8.0 MIL. (S) 24X24 - 1000/CS BL	CS	600					No Bid																
3		PLASTIC BAG LINERS 1.35 MIL. (N) 18X14X36 - 100/CS	CS	1500	\$11.75	\$17,790.00	FS Liners		364784	Heritage BioTurf Trash Bags, 30 Gallons, 1.2 mil, Green, 30" x 39", 125/CS	CT	125	\$72.51	0.8											
4		PLASTIC BAG LINERS 1.35 MIL. (N) 18X14X36 - 100/CS	CS	1500	\$58.00	\$87,750.00	FS Liners		918861	UNERS REPRD 40X46 1.3ML BLK/IC	CT	100	\$19.22	1											
5		PLASTIC BAG LINERS 1.35 MIL. (L) 40X46 - 100/CS BL	CS	2000	\$19.22	\$38,780.00	FS Liners		420460	UNER 40 X 46 0.9MIL 100CT GRN	CT	100	\$67.62	1											
6		PLASTIC BAG LINERS 1.35 MIL. (L) 40X46 - 100/CS BL	CS	2000	\$67.62	\$136,420.00	FS Liners		746980	UNER Trigger Sprayer, 9 1/2" Long, For 32 oz. Bottles	EA	1	\$0.54	1											
7		TRIGGER SPRAY NOZZLES (CHEMICAL RESISTANT 9 1/2")	EA	200	\$0.54	\$116.00	FS Supplies		819269	LARGE YELLOW ANGLE BRUSH	EA	1	\$5.58	12											
8		ANGLE BRUSHES W/WOOD HANDLE - 13" SWEEPING SURFACE	EA	200	\$66.90	\$7721.20	FS Supplies		727887	UNER Toner Bowl Mop, White, 12"	EA	1	\$0.54	1											
9		UNERMAN VALUE-PLUS CONE BOWL MOP WHITE STRONG 18EA	EA	400	\$0.69	\$296.00	FS Supplies		848235	UNERMAN Toner Bowl Mop, White, 12"	EA	1	\$0.69	1											
10		KLEEN GUARD BLUE NITRILE GLOVES G10 (M) 100/BX - 1	CS	65	\$50.00	\$3,501.55	FS Supplies		902008	NITRILE DISP GLOVE PWDORR MID	CT	1000	\$50.00	1											
11		KLEEN GUARD BLUE NITRILE GLOVES G10 (L) 100/BX - 1	CS	45	\$50.00	\$2,424.15	FS Supplies		902007	NITRILE DISP GLOVE PWDORR LG	CT	1000	\$50.00	1											
12		KLEEN GUARD BLUE NITRILE GLOVES G10 (XL) 100/BX - 1	CS	40	\$50.00	\$2,154.80	FS Supplies		889762	Purely Knife, 1-1/4", Black	EA	1	\$3.86	15											
13		GREYSMMS GREAT NECK PLUTTY KNIFE PLASTIC HANDLE - STEEL 1 1/4"	BX	15	\$57.94	\$936.00	FS Supplies		811683	Unger Replacement Blades for Short	EA	1	\$3.86	15											
14		UNERMAN 4" REPLACEMENT BLADES - 10/TUBE	TB	50	\$6.40	\$345.00	FS Supplies		637730	Handle Scraper, 4" 10/Pk	PK	10	\$6.40	1											
15		UNERMAN 60" JAVIS NONFIELD HANDLE (OR EQUAL) - 12/BX	BX	10	\$174.00	\$1,874.40	FS Supplies		849012	Rubbermaid Gripper@ Camp-Style Mop	EA	1	\$14.50	12											
16		UNERMAN UTILITY PAD HOLDER	EA	30	\$33.39	\$1,099.10	FS Supplies		697905	Handle, Vinyl Coated Aluminum, 60"	EA	1	\$33.39	1											
17		DURACEL PROCELL AA 24 PER PACK NO SUBSTITUTIONS	PK	60	\$10.20	\$659.40	FS Supplies		479067	DODDLEBUG INTD KIT/PK	EA	24	\$10.20	1											
18		DURACEL PROCELL C 12 PER PACK NO SUBSTITUTIONS	PK	60	\$8.25	\$533.40	FS Supplies		410699	Duracel PRO-CELL AA Batteries, 24/Pk	BX	12	\$8.25	1											
19		DURACEL PROCELL D 12 PER PACK NO SUBSTITUTIONS	PK	60	\$10.50	\$678.60	FS Supplies		410698	Duracel PRO-CELL C Battery	BX	12	\$10.50	1											
20		DURACEL PROCELL GV 12 PER PACK NO SUBSTITUTIONS	PK	25	\$19.20	\$517.25	FS Supplies		479069	Duracel PRO-CELL D Battery	BX	12	\$19.20	1											
21		DURACEL PROCELL AAA 24 PER PACK NO SUBSTITUTIONS	PK	10	\$10.80	\$116.40	FS Supplies		479074	Duracel PRO-CELL AAA Cell Batteries, 24/Pk	BX	24	\$10.80	1											
22		RCP295668A PLASTIC WASTEBASKET 28 1/8 QT. RUBBERMAID GRAY NO	EA	72	\$8.44	\$590.40	FS Supplies		488309	Rubbermaid Rectangular Soft Molded Plastic Wastebasket, Gray, 7 Gallons, 15"H x 10 1/4"W x 14 1/2"D	EA	1	\$8.20	1											
23		RCP295668B ROLL WAXED PAPER RECEPTACLE LINER 500/BX	BX	75	\$16.54	\$1,336.50	FS Supplies		849367	Rubbermaid Medial Waxed Disposal Liners, 3M Scotch-Brite™ Scrubbing and Commercial Cellulose Sponge, Medium-Duty, Yellow, 3 1/2" x 6 1/4"	CT	500	\$16.54	1											
24		SCOTCH-BRITE MEDIUM-DUTY SCRUB SPONGE 8 PK/CS - 5	CS	75	\$77.00	\$6,210.00	FS Supplies		491305	Sanico Plastic Lobby Dust Pan, Black, 36"H x 11"W x 12"D	EA	1	\$19.93	40											
25		RUBBERMAID LOBBY PAD UPRIGHT DUST PANS BLACK 12 1/2"	EA	150	\$11.11	\$1,795.50	FS Supplies		437761	Unger Long-Handle Telescopic Scraper, 4"	EA	1	\$11.11	1											
26		EMVINE SAFETY BARRIER TAPE (CAUTION) YELLOW 1000 F	CS	40	\$106.35	\$4,554.00	FS Supplies		422712	Acadlin® C-Fold Towels, White, 2-400/CT	EA	1	\$15.34	1											
27		UNGER 4" LIGHT DUTY FLOOR SCRAPER LIGHTWEIGHT ALUM	EA	24	\$15.34	\$396.72	FS Supplies		812869	White, 18/CS - Price Per Foot - 0033293	EA	1	\$15.34	1											
28		C-FOLD TOWELS WHITE 2400/CS	CS	140	\$18.43	\$2,601.20	FS Paper		491292	Compact® Coreless Bath Tissue, 2-Ply, White, 18/CS - Price Per Foot - 0033293	CT	2400	\$18.43	1											
29		MERFIN 212 TOILET PAPER 2 PLY - 750 FT./ROLL - 12	CS	1850	\$29.96	\$55,888.50	FS Paper		800720	SoftPull® Handwound Towel, 1-Ply, Natural, 6/CT - Price Per Foot - 0062916	CT	9113	\$30.34	0.99											
30		MERFIN 7800W 1PLY - 800 FT./ROLL - 6 ROLLS/CS PROV	CS	2141	\$30.20	\$65,214.86	FS Paper		915661	Brighon Professional™ Clear & Mild Foaming Hand Wash, Fragrance Free, 1250 ml, 3/CT - Price Per Ml - 0093013	CT	6000	\$37.75	0.8											
31		BETCO CLARIO FOAM HAND SOAP 6 - 1000 ML BAGS/CS PR	BX	684	\$55.80	\$38,572.88	FS Skincare		370134		CT	3750	\$34.88	1.6											
32		BETCO UNTOUCHABLE FLOOR FINISH - 5 GALLONS/PROVIDE	EA	60					See Alternate																
33		MULTI TASK SYSTEM DOUBLE-O-SEVEN PEROXIDE ALL PURPOSE	BX	150					No Bid																
34		MULTI TASK SYSTEM MULTI-SHINE GLASS AND MULTI-SURF	BX	150					No Bid																
35		MULTI TASK SYSTEM FOAMY MOP RESTROOM, TUB AND SHOW	BX	150					No Bid																
36		MULTI TASK SYSTEM MAINTENANCE - NEUTRAL PH	BX	150					No Bid																
37		MULTI TASK SYSTEM TOUCH GREEN ALL PURPOSE CLEANER-	BX	150					No Bid																
38		MULTI TASK SYSTEM CENTURIT Q 256 HOSPITAL GRADE DIS	BX	150					No Bid																
39		PRO-TEAM VACUUM 15000P W/HEPA FILTER CREVICE TOOL	BX	150					No Bid																
40		POWER BOSS RIDE SWEEPER - MODEL A9EX 47	BX	1	\$11,651.97	\$11,651.97	FS Equipment		AA5SPEC	V-DH14 VACUUM DUAL MOTOR TEWNAV 6100 RIDER SWEEPER	EA	1	\$11,651.97	1											

Proposal Prepared For: Owens Scott District 208
 Bid Number: 22030

Original Estimate Information

Item Number	Customer Item Description	Unit	Qty	Proposed Price In Unit	Extended Price	PS Category	Item Number	Description	Unit	Qty in Bid	Proposed Price in Bid	Factor vs. Unit	Additional Savings Item	Description	Proposed Price in Bid	Extended Price	Projected Savings with PS	Projected Savings with PS (%)	Qty in Bid	Proposed Price in Bid	Factor vs. Bid	
41	MINUTEMAN X RIDE 28 RIDING EXTRACTOR - MODEL HM002		1	\$13,373.70	\$14,127.70	PS Equipment	AAASPEC	NOBLES STRIVE RIDER WITH READY SPACE	EA	1	\$13,373.70	1										
42	NOBLES STRIVE RIDER CARPET EXTRACTOR - MODEL 60023		1	\$649.87	\$686.50	PS Equipment	368773	NOBLES FM 20-55 Heavy-Duty Floor Machine, 48"H x 20"W x 23 1/2"L	EA	1	\$649.87	1										
43	NOBLES TYPHOON EV WET/DRY FRONT MOUNTED SQUEEGEE W		1	\$436.04	\$460.63	PS Equipment	368756	NOBLES V-WD-15 Wet/Dry Vacuum, 15 Gallon, 37 1/2"H x 15 1/2"W x 29"L EX-SPOT 2 KIT CARPET SPOTTER PACKAGE	EA	1	\$436.04	1	372086	NOBLES Front-Mount Squeegee Kit for NoBLE	\$238.15	\$238.15	\$238.15	54.6%	EA	1	\$238.15	1
44	NOBLES ANSER CARPET SPOTTER & CART - INCLUDES HOSE		1	\$615.51	\$650.21	PS Equipment	AAASPEC		EA	1	\$615.51	1										
45	MINUTEMAN CARPET SPOTTER & CART - W/HOSE/WIND		1	\$12,511.52	\$13,216.91	PS Equipment	AAASPEC	SPEED SCRUB RIDE-ON SCRUBBER 28"	EA	1	\$12,511.52	1										
46	NOBLES SPEED SCRUB RIDER 28" - MODEL 9001972		1																			
47	MINUTEMAN RIDER SCRUB 28" MODEL AMER2800P		1																			
48	BETCO PROPAHE BURSHER 27" - OPTIMA QT SERIES		1																			
49	MINUTEMAN PROPAHE BURSHER 27"		1																			
50	RUBBERMAID TILT TRUCK 600LBS. 1CY		1	\$502.25	\$530.56	PS Equipment	AAASPEC	TILT TRUCK 600LBS. 1CY	EA	1	\$502.25	1										

Product is included on all items noted above including Trade Items.

Unit Factor = PS 2 means price quoted per 1 for purposes UOE. Unit Factor > 0 < 1 means purchase UOE is new work.

* Prices on all other items and specifications-based products are subject to market fluctuations.

Additional Savings Items



June 21, 2013

Oswego CUSD School District 308
4175 Route 71
Oswego IL 06543

Dear Sharon and Bill:

Thank you for considering this response to your Invitation to Bid. I have outlined an aggressive pricing you requested for your 2013-2014 Janitorial Supply Bid.

Staples Advantage® has built a powerful reputation for outstanding customer service, lowest total delivered cost and highly innovative systems. We have done this chiefly by taking the time to fully understand the needs of our individual customers and customizing programs to fit their specific requirements. Your culture and business procedures are unique to your district; we understand and respect that. And we will work very hard to provide you with complete satisfaction in all elements of your Staples® program.

When reviewing this information, please bear in mind that we intend to customize many elements of our program specifically to fit your Districts needs. And we would welcome the opportunity to discuss any portion of this information in more detail, should you have any questions.

As the industry leader, we are confident in our ability to deliver on a highly efficient and highly cost-effective office supply program for **Oswego CUSD 308 School District 308**. It's just one of the reasons we define ourselves not as a janitorial products provider, but your strategic supplier.

Thank you for your time. And please do not hesitate to contact me with any questions.

Sincerely,

A handwritten signature in black ink that reads "Kristine Blazek".

Kristine Blazek
BSC/PM Sales Specialist
708-334-0832
Kristine.blazek@staples.com



We are pleased that you have selected Georgia-Pacific Professional ("GP") dispensers and products for use in your facilities. We are also happy that we were able to help you with your purchase decision for the dispensers by bearing some of the expenses associated with the dispensers at your facility. To be able to provide the assistance we have offered, GP asks that you agree to the following so that GP can ensure that it recoups its investment in getting you up and running.

By signing below, you agree that your company will continue to use the dispensers indicated below for a period of three (3) years from the date below. You agree that your company will continue to use the purchased dispensers and to refill them with Georgia-Pacific branded refill products for a period of three (3) years from the date below. You are free to elect to use different dispensing systems at any time. However, in the event you elect to do so before the three year period expires, you agree to reimburse GP in an amount of \$25.00 per dispenser that you remove or that you cease refilling with GP-branded refill products. This reimbursement shall be made within thirty (30) days of your change.

Georgia-Pacific Professional's Commitment to You. We understand that certainty of pricing is important to your decision. Accordingly, GP agrees that if GP raises the prices it charges to your distributor¹ for resale to you more than 10% in a calendar year for the refill products² used in the dispensers subject to this Agreement, GP will waive the reimbursement fee set forth in the above paragraph in the event that you change dispensing systems.

GP warrants that for several years after installation, each dispenser will be free from defects in workmanship and materials under normal use with authorized products, as more fully described in the Dispenser Warranty contained in the box in which you receive your dispensers. The parties have requested that this Agreement be drafted in English. Les parties aux présentes ont requis que la présente convention soit rédigée en anglais.

Dispenser Item Number	Dispenser Description	Placement Quantity
59489	Dispns Twl SofPull Mech Smoke	80
56744	Dispns Tiss Compact Quad Smoke	120

Please indicate your approval of the above:

END USER COMPANY NAME Oswego SD 308	DATE 6/19/2013
BY (Authorized Signature)	TITLE
PRINT NAME	ADDRESS 4175 Route 71 Oswego SD 308, II 60543
NAME OF PREFERRED AUTHORIZED PRODUCT DISTRIBUTOR Staples Hq	
PRICE AGREEMENT NUMBER, IF APPLICABLE	GP AUTHORIZED ACCEPTANCE

1 GP does not determine a distributor's resale price to you.

2 Must be the same GP SKU number, changes to different quality level refills will not qualify.

Invitation to Bid - Custodial & Maintenance Supplies

Released by

**Oswego Community Unit School District #308
4175 Route 71
Oswego, IL 60543
630-636-3080**

The Oswego Community Unit District #308 School Board, Kendall County, Illinois is requesting sealed bid proposals for custodial and maintenance supplies to be used throughout Oswego CUSD #308 in the school year 2013-2014.

Equal Opportunity: all of the quoted provisions in Section 202 of Executive Order No. 11246 dated September 24, 1965 apply to all contracts for work under this bid. Fair Employment Act State of Illinois: all of the provisions in the Illinois Fair Employment Practices Act, as amended (48 Ill. Rev. Stat., 1971, as amended sec. 851-867), apply to all contracts for work under this bid.

Specifications can be obtained from the district administrative office located at 4175 Rt. 71, Oswego, IL 60543 or by contacting Kathy DeRose at 630-636-3170. In order to be considered, sealed bids must be received in the District Administrative Center by Monday, June 24, 2013 at 10:00 am, at which time they will be publicly opened. If you wish to bid, please submit your sealed submittal, in a mailing container or envelope which is plainly marked on the outside with the notation "**SEALED BID ENCLOSED**". The Oswego Community Unit District #308 District Administrative Center is located at 4175 Route 71, Oswego, IL 60543. Late bids will not be accepted and will be returned unopened, bids sent via facsimile will also, not be accepted.

Name of the Bid: Custodial & Maintenance Supplies – Oswego CUSD #308

Deadline for Bid Submittal: Monday, June 24, 2013 at 10:00 am

Bids Shall Be Submitted To: SEALED BID – Custodial & Maintenance Supplies
Oswego CUSD #308 – Administrative Center
4175 Route 71
Oswego, IL 60543

Method of Submittal: Mail Delivery or In Person

The School Board reserves the right to reject any or all bids or to waive irregularities in the bids.

Please direct any questions regarding meaning, the intent or the specification directly to Bill Baumann at (630) 636-3171. Any and all questions will be responded to in the form of written addenda to all bidders. All addenda shall become a part of the contract documents and shall be acknowledged and dated.

Bids will be evaluated promptly after the bid opening. Bid results will not be given over the telephone. No bid may be withdrawn for a period of sixty (60) calendar days after the bid opening date.

For and on behalf of the Board of Education,

Sharon Hassberger
Director of Business Services
630-636-3679

**Oswego CUSD #308
Oswego, Illinois**

**INVITATION TO BID
CUSTODIAL & MAINTENANCE SUPPLIES
2013/14 SCHOOL YEAR**

DUE: MONDAY, JUNE 24, 2013 10:00 A.M.

CONTACT FOR BID QUESTIONS:

**BILL BAUMANN
DIRECTOR OF BUILDINGS & GROUNDS
OSWEGO CUSD #308
PHONE NO.: 630-636-3171
EMAIL: bbaumann@oswego308.org**

PREPARED BY:

**SEARON HASSBERGER
DIRECTOR OF BUSINESS SERVICES
OSWEGO CUSD #308
4175 ROUTE 71
OSWEGO, ILLINOIS 60543
PHONE NO.: 630-636-3679
EMAIL: shassberger@oswego308.org**

Terms and Conditions

SCOPE OF WORK

- Oswego Community School District #308 intends to establish a custodial and maintenance supply agreement with a vendor/contractor who has the ability, labor, materials and equipment and other components necessary to provide these services for the School District.

SPECIFICATIONS

- We are asking that the supply bidder be located within a 100 mile radius of the school district.
- Provide custodial and maintenance supplies noted in the Bid Proposal Form – Excel Spreadsheet.
- Substitutions (where allowed) must be clearly identified for evaluation. Acceptance of substitutions is at the discretion of the District.
- Deliveries shall be made to the location or locations within the school district that will be determined and reviewed with the successful bidder.
- Delivery of equipment and supplies shall occur July 1st thru July 31st, 2013.
- The successful bidder is responsible for filing any freight damage related claims. The School District has up to 30 days, after delivery of awarded products by the freight carrier, in which to notify the vendor of said damage. All freight damage is the sole responsibility of the vendor and the School District is exempt from any replacement costs and/or paperwork due to said freight damage.
- Delivery and ordering schedule to be discussed between the vendor and the Director of Building and Grounds at Oswego #308.
- Price offered to be inclusive of all associated shipping, handling charges and rebate incentives.
- No price escalation through the course of the agreement without prior consent by the District.
- All non-consumable supplies to be guaranteed for a minimum of one year.
- A sample of each can liner bid, as well as written proof of bio-degradable status, is required.

It is understood and agreed that the Vendor/Contractor will perform other similar duties not specifically listed in the schedule that may be required to ensure that service is adequately provided to the desired level of the entity (Oswego Community Unit School District #308) and meets professional standards. The vendor shall maintain staffing levels appropriate to maintain optimum conditions of service and supply needs. If the level of service at any time is considered to be unacceptable to Oswego Community School District #308, then the vendor will be required to take whatever measures are required to maintain optimum conditions of service within four (4) hours.

Successful bidder for Items 31 through 52 agrees to:

- Provide the training and consulting services for the District.
- Four training seminars per year for all custodians.
- Provide procedure manuals and keep all manuals updated.
- Train new custodians as needed.
- Training consists of: Chemical understanding, cleaning procedures, safety and material safety data knowledge.

- Train custodians in proper and safe use of all machines and correct procedures to keep them in good running order.

TERMS OF THE AGREEMENT

The initial term of the agreement shall be for the purchase of itemized goods stipulated in the Bid Proposal Form Excel Spreadsheet. Every attempt will be made to award the bid on an overall responsive, low cost basis. However, the lowest bid will not automatically receive the order. We are looking for quality. The right is reserved, however, to split the award if it is in the best interest of the Board. If a split is not acceptable to the bidder, it must be stated in the bid. The initial term of the agreement shall be for one year with the option to renew for three additional one year terms.

A purchase order, prepared by Oswego Community School District #308 and signed by the Director of Business Services, shall become the document that authorizes the work to commence. Each section contained herein, any addenda and your response shall also be incorporated by reference into the resulting agreement.

Oswego Community School District #308 will not enter into contracts, agreements or order requisitions other than those prepared by Oswego Community School District #308 which will incorporate by reference all terms, conditions and instructions stated herein.

ADDITIONS/DELETIONS OF SERVICE

Oswego Community School District #308 reserves the right to add and/or delete supplies during the term of this agreement. Should any supply requirements be deleted, payment to the contractor will be reduced proportionally, in accordance with the bid price to the amount of product reduction. Should additional supplies be required from this agreement, prices for such additions will be negotiated between the contractor and Oswego Community School District #308.

VENDOR'S EMPLOYEES

The vendor shall only furnish employees who are competent and skilled for work under this agreement. If, in the opinion of Oswego Community School District #308, an employee of the contractor is incompetent or disorderly, refuses to perform in accordance with the terms and conditions of the contract, threatens or uses abusive language while on school district property, or is otherwise unsatisfactory, that employee shall be removed from all work under this agreement.

Vendor's employees shall not disturb Oswego Community School District #308 property, including, but not limited to, desks, papers and materials, or use school district facilities or materials for personal use. The contractor shall be required to reimburse the school district for any unauthorized use of telephones, copy machines, etc.

AGREEMENT ADMINISTRATOR

The agreement administrator shall be Sharon Hassberger, Director of Business Services for Oswego Community School District #308. During the term of the agreement, should any specific school personnel request a change of scope or function of the agreement, such request shall be reported to Sharon Hassberger prior to any changes being made.

STATEMENT OF CERTIFICATION

A statement of certification (enclosed) must be signed and submitted in order for a proposal to be considered. It is necessary that this be done under oath; therefore, this form must be notarized.

GENERAL COMPANY INFORMATION SHEET

BID DESCRIPTION: Custodial and Maintenance Supplies

Company Name: STAPLES ADVANTAGE

Company Address: 645 W. NORTH AVE SUITE 200
LOMBARD, IL 60148

Business License #: 10-00000776

Number of years in business: 27

REFERENCES

List at least two (2) school districts comparable in size to District 308 with whom you are currently providing services and have been for at least two (2) years:

1. Name: JOLIET SCHOOL DISTRICT 86

Contact Name: DAEYL DUNCAN

Address: 524 MUNROE ST. JOLIET, IL 60435

Telephone Number: 815-727-6506

2. Name: DOLTON-RIVERDALE SD 148

Contact Name: ALEX ZAMORA

Address: 114 W. 144TH ST, RIVERDALE, IL 60827

Telephone Number: 708-841-2554

SIGNATURE PAGE 013

The undersigned bidder, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that she/he will fulfill the obligations contained herein in accordance with all instructions, terms, conditions, and specifications set forth; and that she/he will furnish all required products/services and pay all incidental costs in strict conformity with these documents, for the stated prices as payment in full.

Submitting Firm: STAPLES ADVANTAGE

Address: 665 W. NORTH AVE SUITE 200

City: LOMBARD State: IL Zip: 60148

Authorized Representative: 

Date: 6/21/13

E-mail: RICHARD.COLEMAN@STAPLES.COM

Phone: (303) 664-2074

ADDENDA (It is the bidder's responsibility to check for issuance of any addenda)

The authorized representative hereby acknowledges receipt of the following addenda:

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

PERSONNEL PAGE 108

Employee who will oversee Oswego CUSD #308 account if your company is awarded this contract:

Name: JOEL WARD Title: FACILITY SOLUTIONS SPECIALIST
Phone: 773-255-4179 Fax: _____
E-mail Address: JOEL.WARD@STAPLES.COM

**BID SUBMITTAL FORM
Custodial and Maintenance Supplies for 2013/14 - Oswego CUSD #308**

- Bid price shall include all costs of labor, equipment, materials, components and rebate incentives necessary to provide custodial and maintenance supplies as stipulated on the Bid Proposal Form - Excel Spreadsheet.

Bid price shall include all specifications listed in the Terms and Conditions section of this bid document.

Name of Company: STAPLES ADVANTAGE
Authorized Representative: [Signature]
Date: 6/21/13

OSWEGO CUSD #308
CERTIFICATION THAT CONTRACTOR
IS NOT BARRED FROM PUBLIC CONTRACTING
DUE TO BID-RIGGING OR
BID ROTATING CONVICTIONS

WHEREAS, a conviction for the offense of bid rigging (720 ILCS 5/33E-3) or bid rotating bars (720 ILCS 5/33 E-4) a person or entity from bidding on public contracts, and

WHEREAS, Section 33E-11 of the Illinois Criminal Code (720 ILCS5/33E-11) requires bidders and contractors to certify on a form provided by the unit of local government or school district that they are not barred from public contracting due to bid-rigging or bid-rotating.

NOW THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned

STAPLES ADVANTAGE

(Individual, firm, corporation or other entity)

is not barred from bidding on or entering into public contracts due to having been convicted or bid rigging or bid rotating under Paragraphs 33E of the Illinois Criminal Code. 720 ILCS 5/33 E-1 through 33 E-18. The undersigned also certifies that no officers or employees of the bidder or contractor have been so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above named body, in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contact term otherwise prior to the entering into of any contract herewith. The Board of Education of Oswego CUSD #308 may declare the contract void if this certification is false.

DATE: 6/21/13

BY: [Signature]

WYNNE LAJOUR, AVP FS SOLUTIONS
Name, Title

ATTEST: See Attached Certificate
(Seal)



STAPLES CONTRACT & COMMERCIAL, INC.

SECRETARY'S CERTIFICATE

I, Michael T. Williams, hereby certify that I am the duly elected, qualified Secretary of Staples Contract & Commercial, Inc., a Delaware corporation, operating as Staples Facility Solutions (the "Company"), and that Wayne Lajoie as Facilities Area Vice President, is duly authorized to execute and deliver bids and contracts in the name of and on behalf of the Company.

IN WITNESS WHEREOF, I have signed this certificate on behalf of the Company on this 25th day of January, 2013.



Michael T. Williams
SVP General Counsel & Secretary

Oswego School District #308

2013 - 2014 Custodial Supplies Bid Proposal

Item	Quantity	Item Description	Product	Unit Cost	Extended Cost
1	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BLACK - FLAT BOTTOM			
2	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 -1000/cs BIO-DEGRADABLE BLACK FLAT BOTTOM			
3	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BLACK - FLAT BOTTOM			
4	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 -100/cs BIO-DEGRADABLE BLACK FLAT BOTTOM			
5	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BLACK - FLAT BOTTOM			
6	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BIO-DEGRADABLE BLACK - FLAT BOTTOM			
7	200 EA	Trigger Spray Nozzles (Chemical Resistant 9 1/2")			
8	10 CS	Angle Brooms w/Wood Handle - 13" Sweeping Surface - 12/cs			
9	400 EA	UNISAN Value-Plus Cone Bowl Mop White Strong I-beam 12 in. plastic handle			
10	65 CS	Kleen Guard Blue Nitrile Gloves G10 (M)100/bx -10 bx/cs Powderfree-Latex free	KCC57372		
11	45 CS	Kleen Guard Blue Nitrile Gloves G10 (L) 100/bx -10 bx/cs Powderfree-Latex free	KCC57373		
12	40 CS	Kleen Guard Blue Nitrile Gloves G10 (XL) 100/bx - 10 bx/cs Powderfree-Latex free	KCC57374		
13	15 BX	Great Neck Putty Knife Plastic Handle - Stiff 1 1/4" wide blade 15/bx	GRE 15PKS		
14	50 TUBES	4" Replacement Blades - 10/tube	UNGRBT0C		
15	10 BX	UNISAN 60" jaws Mophead Handle (or equal) - 12/bx	UNS810		
16	30 EA	Utility Pad Holder	PAD405		
17	60 PK	Duracell Procell AA 24 per pack No Substitutions	DRCPC1500BKD		
18	60 PK	Duracell Procell C 12 per pack No Substitutions	DRCPC1400		
19	60 PK	Duracell Procell D 12 per pack No Substitutions	DRCPC1300		
20	25 PK	Duracell Procell 9V 12 per pack No Substitutions	DRCPC1604BKD		
21	10 PK	Duracell Procell AAA 24 per pack No Substitutions	DRCPC2400BKD		
22	72 EA	Plastic Wastebasket 28 1/8 qt. Rubbermaid Gray No Substitutions	RCP2956GRA		
23	75 BX	Kraft Waxed Paper Receptacle Liner 500/bx	HOS260		
24	75 CS	Scotch-Brite Medium-Duty Scrub Sponge 8 pk/cs - 5 sponges/pk	MC074		
25	150 EA	Rubbermaid Lobby Pro Upright Dust Pans Black 12 1/2" Wide Dust Bin 37" Overall Height	RCP2531		
26	40 CS	Empire Safety Barrier Tape (CAUTION) Yellow 1000 ft./roll - 12 rolls/cs	EMT71001		
27	24EA	UNGER 4" Light Duty Floor Scraper Lightweight Aluminum 48" L x 83" Dia. Handle	UNGLH12C		
28	140 CS	C-FOLD Towels White 2400/cs			
* 29	1850 CS	Merfin 212 Toilet Paper 2 PLY - 750 ft./roll - 12 rolls/cs Provide Pricing per Ft.			
* 30	2141CS	Merfin 7800W 1PLY - 800 ft./roll - 6 rolls/cs Provide Pricing per Ft.			
* 31	684 BX	Betco Clario Foam Hand Soap 6 - 1000 ml bags/cs Provide Pricing per ML.			
32	60 EA	Betco Untouchable Floor Finish - 5 gallons No Substitutions	71529		
33	150 BX	Multi Task System Double-O-Seven Peroxide All Purpose Heavy Duty Cleaner No Substitutions			
34	150 BX	Multi Task System Multi-Shine Glass and Multi-Surface Cleaner No Substitutions			
35	150 BX	Multi Task System Foamy Mac Restroom, Tub and Shower Cleaner No Substitutions			
36	150 BX	Multi Task System Century Maintenance - Neutral ph Floor Cleaner No Substitutions			
37	150 BX	Multi Task System Tough Green All Purpose Cleaner-Degreaser No Substitutions			
38	150 BX	Multi Task System Century Q 256 Hospital Grade Disinfectant-EPA Registered No Substitutions			

* If substitute is bid, Vendor must provide comparable dispensers (approved by Owner) installed at no cost to District. All wall repairs are Vendor's responsibility. Vendor must provide replacement if fixture pulls loose for any reason other than vandalism.

GENERAL COMPANY INFORMATION - PAGE TWO

BID DESCRIPTION: Custodial and Maintenance Supplies

Company Name: Cambria Sales Co, Inc.

Company Address: 51 Oak Creek Dr.
Yorkville IL 60560

Business License #: 3351-0628

Number of years in business: 20 years

REFERENCES

List at least two (2) school districts comparable in size to District 308 with whom you are currently providing services and have been for at least two (2) years:

1. Name: Yorkville School District
Contact Name: Brian DeBolt
Address: 604 Center Parkway, Yorkville IL
Telephone Number: 630-553-4382
2. Name: Plainfield School District
Contact Name: Jim Pikowski
Address: 14812 S. Eastern Ave, Plainfield IL
Telephone Number: 815-439-5460

PERSONNEL PAGE 2 OF 2

Employee who will oversee Oswego CUSD #308 account if your company is awarded this contract:

Name: Eric Paetzel Title: Vice President
Phone: 630-553-2346 (office) Fax: 630-553-2347
630-849-0000 (cell)
E-mail Address: cambria.co@comcast.net

BID SUBMITTAL FORM

Custodial and Maintenance Supplies for 2013/14 - Oswego CUSD #308

- Bid price shall include all costs of labor, equipment, materials, components and rebate incentives necessary to provide custodial and maintenance supplies as stipulated on the Bid Proposal Form – Excel Spreadsheet.

Bid price shall include all specifications listed in the Terms and Conditions section of this bid document.

Name of Company: Camabria Sales Co, Inc
Authorized Representative: Eric Paetzel
Date: 6/21/13


SIGNATURE PAGE - PAGE 3 OF 3

The undersigned bidder, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that she/he will fulfill the obligations contained herein in accordance with all instructions, terms, conditions, and specifications set forth; and that she/he will furnish all required products/services and pay all incidental costs in strict conformity with these documents, for the stated prices as payment in full.

Submitting Firm: Cambria Sales Company, Inc

Address: 51 Oak Creek Dr.

City: Yorkville State: IL Zip: 60560

Authorized Representative: Eric Paetzel 

Date: 6/21/13

E-mail: cambriaco@comcast.net

Phone: 630-553-2346 (office)
630-849-0000 (cell)

ADDENDA (It is the bidder's responsibility to check for issuance of any addenda)
The authorized representative hereby acknowledges receipt of the following addenda:

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

**OSWEGO CUSD #308
CERTIFICATION THAT CONTRACTOR
IS NOT BARRED FROM PUBLIC CONTRACTING
DUE TO BID-RIGGING OR
BID ROTATING CONVICTIONS**

WHEREAS, a conviction for the offense of bid rigging (720 ILCS 5/33E-3) or bid rotating bars (720 ILCS 5/33 E-4) a person or entity from bidding on public contracts, and

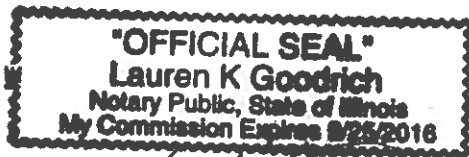
WHEREAS, Section 33E-11 of the Illinois Criminal Code (720 ILCS5/33E-11) requires bidders and contractors to certify on a form provided by the unit of local government or school district that they are not barred from public contracting due to bid-rigging or bid-rotating.

NOW THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned

Cambria Sales Company, Inc.
(Individual, firm, corporation or other entity)

is not barred from bidding on or entering into public contracts due to having been convicted or bid rigging or bid rotating under Paragraphs 33E of the Illinois Criminal Code. 720 ILCS 5/33 E-1 through 33 E-18. The undersigned also certifies that no officers or employees of the bidder or contractor have been so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above named body, in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contact term otherwise prior to the entering into of any contract herewith. The Board of Education of Oswego CUSD #308 may declare the contract void if this certification is false.

DATE: 6/21/2013



BY: CAMBRIA SALES CO. INC.

[Signature] VICE PRESIDENT
Name, Title

ATTEST:

[Signature]
(Seal)

2013 - 2014 Custodial Supplies Bid Proposal

See attachment

Item	Quantity	Item Description	Product	Unit Cost	Extended Cost
1	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BLACK - FLAT BOTTOM		30.89	18,534.00
2	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BIO-DEGRADABLE BLACK FLAT BOTTOM		32.39	19,434.00
3	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BLACK - FLAT BOTTOM		9.97	14,955.00
4	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BIO-DEGRADABLE BLACK FLAT BOTTOM		10.43	15,645.00
5	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BLACK - FLAT BOTTOM		15.90	31,800.00
6	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BIO-DEGRADABLE BLACK - FLAT BOTTOM		16.50	33,000.00
7	200 EA	Trigger Spray Nozzles (Chemical Resistant 9 1/2")		1.05	210.00
8	10 CS	Angle Brooms w/Wood Handle - 13" Sweeping Surface - 12/cs		79.46	794.60
9	400 EA	UNISAN Value-Plus Cone Bowl Mop White Strong I-beam 12 in. plastic handle		.97	388.00
10	65 CS	Kleen Guard Blue Nitrile Gloves G10 (M) 100/bx - 10 bx/cs Powderfree--Latex free	KCC57372	63.12	4,102.80
11	45 CS	Kleen Guard Blue Nitrile Gloves G10 (L) 100/bx - 10 bx/cs Powderfree--Latex free	KCC57373	103.12	4,640.40
12	40 CS	Kleen Guard Blue Nitrile Gloves G10 (XL) 100/bx - 10 bx/cs Powderfree--Latex free	KCC57374	103.12	4,124.80
13	15 BX	Great Neck Putty Knife Plastic Handle - Stiff 1 1/4" wide blade 15/bx	GRE 15PKS	21.09	316.35
14	50 TUBES	4" Replacement Blades - 10/tube	UNGRB10C	5.22	261.00
15	10 BX	UNISAN 60" Jaws Mophead Handle (or equal) - 12/bx	UNS610	72.13	721.30
16	30 EA	Utility Pad Holder	PAD406	5.23	156.90
17	60 PK	Duracell Procell AA 24 per pack No Substitutions	DRCPC1500BKD	7.56	453.60
18	60 PK	Duracell Procell C 12 per pack No Substitutions	DRCPC1400	8.76	525.60
19	60 PK	Duracell Procell D 12 per pack No Substitutions	DRCPC1300	10.47	628.20
20	25 PK	Duracell Procell 9V 12 per pack No Substitutions	DRCPC1604BKD	15.70	392.50
21	10 PK	Duracell Procell AAA 24 per pack No Substitutions	DRCPC2400BKD	7.78	77.80
22	72 EA	Plastic Wastebasket 28 1/8 qt. Rubbermaid Gray No Substitutions	RCP2956GRA	4.47	321.84
23	75 BX	Kraft Waxed Paper Receptacle Liner 500/bx	HOS260	15.53	1,164.75
24	75 CS	Scotch-Brite Medium-Duty Scrub Sponge 8 pk/cs - 5 sponges/pk new # MCO 20088 (20/cs)	MCO74	41.07	3,080.25
25	150 EA	Rubbermaid Lobby Pro Upright Dust Pans Black 12 1/2" Wide Dust Bin 37" Overall Height	RCP2831	14.40	2,160.00
26	40 CS	Empire Safety Barrier Tape (CAUTION) Yellow 1000 ft./roll - 12 rolls/cs (4 rolls/cs)	EMI711001	50.18	2,007.30
27	24EA	UNGER 4" Light Duty Floor Scraper Lightweight Aluminum 48" L x .83" Dia. Handle	UNGLH12C	13.88	333.12
28	140 CS	C-FOLD Towels White 2400/cs		14.41	2017.40
* 29	1850 CS	Merfin 212 Toilet Paper 2 PLY - 750 ft./roll - 12 rolls/cs Provide Pricing per Ft. .0034809	SEA	31.37	58,034.50
* 30	2141CS	Merfin 7800W 1PLY - 800 ft./roll - 6 rolls/cs Provide Pricing per Ft. .0058308	Kruener	27.94	59,819.54
* 31	684 BX	Betco Clario Foam Hand Soap 6 - 1000 ml bags/cs Provide Pricing per MI. .007336	Dial 71529-0552	27.51	18,816.84
32	60 EA	Betco Untouchable Floor Finish - 5 gallons No Substitutions			
33	150 BX	Multi Task System Double-O-Seven Peroxide All Purpose Heavy Duty Cleaner No Substitutions			
34	150 BX	Multi Task System Multi-Shine Glass and Multi-Surface Cleaner No Substitutions			
35	150 BX	Multi Task System Foamy Mac Restroom, Tub and Shower Cleaner No Substitutions			
36	150 BX	Multi Task System Century Maintenance - Neutral ph Floor Cleaner No Substitutions			
37	150 BX	Multi Task System Tough Green All Purpose Cleaner-Degreaser No Substitutions			
38	150 BX	Multi Task System Century Q 256 Hospital Grade Disinfectant-EPA Registered No Substitutions			

* If substitute is bid, Vendor must provide comparable dispensers (approved by Owner) installed at no cost to District. All wall repairs are Vendor's responsibility. Vendor must provide replacement if fixture pulls loose for any reason other than vandalism.



CAMBRIA SALES COMPANY, INC.

51 Oak Creek Drive

Yorkville, IL 60560

Phone 630-553-2346 / Fax 630-553-2347

E-mail: cambriaco@comcast.net



ATTACHMENT FOR ITEM 31

We are quoting Dial 05052 foam hand soap (3-1250 ml/case at \$27.51/case, \$.007336/ml).

Dial 05052 is a Biodegradable Formula, Green Seal Certified, Hypoallergenic, IFRA Compliant, contains no phosphates and is safe for aquatic life.

The Dial dispenser offers a 25% labor savings because each pouch contains 25% more soap which means less frequent change-out. The large sight glass on the dispenser allows for easy sight to know when to change the pouch.

Dial is the #1 preferred consumer soap brand in the U.S.

The dispenser can be easily converted from soap to sanitizer by simply replacing the pouch without having to remove the entire dispenser from the wall. The view window displays the soap brand in the front.

We will install all dispensers as needed at no cost to the District and guarantee them as required on your bid.

Invitation to Bid - Custodial & Maintenance Supplies

Released by

Oswego Community Unit School District #308

4175 Route 71

Oswego, IL 60543

630-636-3080

The Oswego Community Unit District #308 School Board, Kendall County, Illinois is requesting sealed bid proposals for custodial and maintenance supplies to be used throughout Oswego CUSD #308 in the school year 2013-2014.

Equal Opportunity: all of the quoted provisions in Section 202 of Executive Order No. 11246 dated September 24, 1965 apply to all contracts for work under this bid. Fair Employment Act State of Illinois: all of the provisions in the Illinois Fair Employment Practices Act, as amended (48 Ill. Rev. Stat., 1971, as amended sec. 851-867), apply to all contracts for work under this bid.

Specifications can be obtained from the district administrative office located at 4175 Rt. 71, Oswego, IL 60543 or by contacting Kathy DeRose at 630-636-3170. In order to be considered, sealed bids must be received in the District Administrative Center by Monday, June 24, 2013 at 10:00 am, at which time they will be publicly opened. If you wish to bid, please submit your sealed submittal, in a mailing container or envelope which is plainly marked on the outside with the notation "**SEALED BID ENCLOSED**". The Oswego Community Unit District #308 District Administrative Center is located at 4175 Route 71, Oswego, IL 60543. Late bids will not be accepted and will be returned unopened, bids sent via facsimile will also, not be accepted.

Name of the Bid: Custodial & Maintenance Supplies – Oswego CUSD #308

Deadline for Bid Submittal: Monday, June 24, 2013 at 10:00 am

Bids Shall Be Submitted To: **SEALED BID – Custodial & Maintenance Supplies**
Oswego CUSD #308 – Administrative Center
4175 Route 71
Oswego, IL 60543

Method of Submittal: Mail Delivery or In Person

The School Board reserves the right to reject any or all bids or to waive irregularities in the bids.

Please direct any questions regarding meaning, the intent or the specification directly to Bill Baumann at (630) 636-3171. Any and all questions will be responded to in the form of written addenda to all bidders. All addenda shall become a part of the contract documents and shall be acknowledged and dated.

Bids will be evaluated promptly after the bid opening. Bid results will not be given over the telephone. No bid may be withdrawn for a period of sixty (60) calendar days after the bid opening date.

For and on behalf of the Board of Education,

Sharon Hassberger
Director of Business Services
630-636-3679

**Oswego CUSD #308
Oswego, Illinois**

**INVITATION TO BID
CUSTODIAL & MAINTENANCE SUPPLIES
2013/14 SCHOOL YEAR**

DUE: MONDAY, JUNE 24, 2013 10:00 A.M.

CONTACT FOR BID QUESTIONS:

**BILL BAUMANN
DIRECTOR OF BUILDINGS & GROUNDS
OSWEGO CUSD #308
PHONE NO.: 630-636-3171
EMAIL: bbaumann@oswego308.org**

PREPARED BY:

**SHARON HASSBERGER
DIRECTOR OF BUSINESS SERVICES
OSWEGO CUSD #308
4175 ROUTE 71
OSWEGO, ILLINOIS 60543
PHONE NO.: 630-636-3679
EMAIL: shassberger@oswego308.org**

Terms and Conditions

SCOPE OF WORK

- Oswego Community School District #308 intends to establish a custodial and maintenance supply agreement with a vendor/contractor who has the ability, labor, materials and equipment and other components necessary to provide these services for the School District.

SPECIFICATIONS

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- The successful bidder is responsible for filing any freight damage related claims. The School District has up to 30 days, after delivery of awarded products by the freight carrier, in which to notify the vendor of said damage. All freight damage is the sole responsibility of the vendor and the School District is exempt from any replacement costs and/or paperwork due to said freight damage.
- Delivery and ordering schedule to be discussed between the vendor and the Director of Building and Grounds at Oswego #308.
- Price offered to be inclusive of all associated shipping, handling charges and rebate incentives.
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- All non-consumable supplies to be guaranteed for a minimum of one year.
- A sample of each can liner bid, as well as written proof of bio-degradable status, is required.

It is understood and agreed that the Vendor/Contractor will perform other similar duties not specifically listed in the schedule that may be required to ensure that service is adequately provided to the desired level of the entity (Oswego Community Unit School District #308) and meets professional standards. The vendor shall maintain staffing levels appropriate to maintain optimum conditions of service and supply needs. If the level of service at any time is considered to be unacceptable to Oswego Community School District #308, then the vendor will be required to take whatever measures are required to maintain optimum conditions of service within four (4) hours.

Successful bidder for Items 31 through 52 agrees to:

- Provide the training and consulting services for the District.
- Four training seminars per year for all custodians.
- Provide procedure manuals and keep all manuals updated.
- Train new custodians as needed.
- Training consists of: Chemical understanding, cleaning procedures, safety and material safety data knowledge.

- Train custodians in proper and safe use of all machines and correct procedures to keep them in good running order.

TERMS OF THE AGREEMENT

The initial term of the agreement shall be for the purchase of itemized goods stipulated in the Bid Proposal Form Excel Spreadsheet. Every attempt will be made to award the bid on an overall responsive, low cost basis. However, the lowest bid will not automatically receive the order. We are looking for quality. The right is reserved, however, to split the award if it is in the best interest of the Board. If a split is not acceptable to the bidder, it must be stated in the bid. The initial term of the agreement shall be for one year with the option to renew for three additional one year terms.

A purchase order, prepared by Oswego Community School District #308 and signed by the Director of Business Services, shall become the document that authorizes the work to commence. Each section contained herein, any addenda and your response shall also be incorporated by reference into the resulting agreement.

Oswego Community School District #308 will not enter into contracts, agreements or order requisitions other than those prepared by Oswego Community School District #308 which will incorporate by reference all terms, conditions and instructions stated herein.

ADDITIONS/DELETIONS OF SERVICE

Oswego Community School District #308 reserves the right to add and/or delete supplies during the term of this agreement. Should any supply requirements be deleted, payment to the contractor will be reduced proportionally, in accordance with the bid price to the amount of product reduction. Should additional supplies be required from this agreement, prices for such additions will be negotiated between the contractor and Oswego Community School District #308.

VENDOR'S EMPLOYEES

The vendor shall only furnish employees who are competent and skilled for work under this agreement. If, in the opinion of Oswego Community School District #308, an employee of the contractor is incompetent or disorderly, refuses to perform in accordance with the terms and conditions of the contract, threatens or uses abusive language while on school district property, or is otherwise unsatisfactory, that employee shall be removed from all work under this agreement.

Vendor's employees shall not disturb Oswego Community School District #308 property, including, but not limited to, desks, papers and materials, or use school district facilities or materials for personal use. The contractor shall be required to reimburse the school district for any unauthorized use of telephones, copy machines, etc.

AGREEMENT ADMINISTRATOR

The agreement administrator shall be Sharon Hassberger, Director of Business Services for Oswego Community School District #308. During the term of the agreement, should any specific school personnel request a change of scope or function of the agreement, such request shall be reported to Sharon Hassberger prior to any changes being made.

STATEMENT OF CERTIFICATION

A statement of certification (enclosed) must be signed and submitted in order for a proposal to be considered. It is necessary that this be done under oath; therefore, this form must be notarized.

GENERAL COMPANY INFORMATION - PAGE 1 OF 3

BID DESCRIPTION: Custodial and Maintenance Supplies

Company Name: HP Products

Company Address: 11800 Austin Suite C
Alsip IL 60803

Business License #: 65041138

Number of years in business: 64 years

REFERENCES

List at least two (2) school districts comparable in size to District 308 with whom you are currently providing services and have been for at least two (2) years:

1. Name: Township High School Dist 214
Contact Name: Ted Birien
Address: 2121 S. Coebert Rd ^{Arlington Heights, IL}
60005
Telephone Number: 847-718-7000
2. Name: Dalton School Dist 149
Contact Name: Pat Crean
Address: 292 Torrence Ave - Calumet City, IL
Telephone Number: 708-868-7861

PERSONNEL - PAGE 2 OF 3

Employee who will oversee Oswego CUSD #308 account if your company is awarded this contract:

Name: Barbara Wetstein Title: Sales
Phone: 800-328-2754 Fax: 800-686-2267
E-mail Address: BWetstein@HPPproducts.com

BID SUBMITTAL FORM

Custodial and Maintenance Supplies for 2013/14 - Oswego CUSD #308

- Bid price shall include all costs of labor, equipment, materials, components and rebate incentives necessary to provide custodial and maintenance supplies as stipulated on the Bid Proposal Form - Excel Spreadsheet.

Bid price shall include all specifications listed in the Terms and Conditions section of this bid document.

Name of Company: HPP Products
Authorized Representative: [Signature]
Date: 6-21-13

SIGNATURE PAGE - PAGE 3 OF 3

The undersigned bidder, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that she/he will fulfill the obligations contained herein in accordance with all instructions, terms, conditions, and specifications set forth; and that she/he will furnish all required products/services and pay all incidental costs in strict conformity with these documents, for the stated prices as payment in full.

Submitting Firm: HSP products

Address: 11500 Austin Suite C

City: Alary State: IL Zip: 60803

Authorized Representative: [Signature]

Date: 6-21-13

E-mail: KEBARACAS@me.com

Phone: 800-328-2754

ADDENDA (It is the bidder's responsibility to check for issuance of any addenda)

The authorized representative hereby acknowledges receipt of the following addenda:

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

Addenda #: _____ Date: _____ Addenda #: _____ Date: _____

**OSWEGO CUSD #308
CERTIFICATION THAT CONTRACTOR
IS NOT BARRED FROM PUBLIC CONTRACTING
DUE TO BID-RIGGING OR
BID ROTATING CONVICTIONS**

WHEREAS, a conviction for the offense of bid rigging (720 ILCS 5/33E-3) or bid rotating bars (720 ILCS 5/33 E-4) a person or entity from bidding on public contracts, and

WHEREAS, Section 33E-11 of the Illinois Criminal Code (720 ILCS 5/33E-11) requires bidders and contractors to certify on a form provided by the unit of local government or school district that they are not barred from public contracting due to bid-rigging or bid-rotating.

NOW THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned

UP Products

(Individual, firm, corporation or other entity)

is not barred from bidding on or entering into public contracts due to having been convicted or bid rigging or bid rotating under Paragraphs 33E of the Illinois Criminal Code. 720 ILCS 5/33 E-1 through 33 E-18. The undersigned also certifies that no officers or employees of the bidder or contractor have been so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above named body, in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contact term otherwise prior to the entering into of any contract herewith. The Board of Education of Oswego CUSD #308 may declare the contract void if this certification is false.

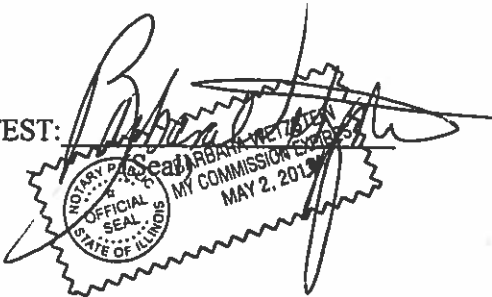
DATE: 6-21-13

BY: *[Signature]*

Bed Coordinator

Name, Title

ATTEST: *[Signature]*



Oswego School District #308
2013 - 2014 Custodial Supplies Bid Proposal

AP Products

Item	Quantity	Item Description	Product	Unit Cost	Extended Cost
1	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BLACK - FLAT BOTTOM			
2	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 -1000/cs BIO-DEGRADABLE BLACK FLAT BOTTOM			
3	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BLACK - FLAT BOTTOM			
4	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 -100/cs BIO-DEGRADABLE BLACK FLAT BOTTOM			
5	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BLACK - FLAT BOTTOM			
6	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BIO-DEGRADABLE BLACK - FLAT BOTTOM			
7	200 EA	Trigger Spray Nozzles (Chemical Resistant 9 1/2")			
8	10 CS	Angle Brooms WW/Wood Handle - 13" Sweeping Surface - 12/cs			
9	400 EA	UNISAN Value-Plus Cone Bowl Mop White Strong I-beam 12 in. plastic handle			
10	65 CS	Keen Guard Blue Nitrile Gloves G10 (M) 100/bx -10 bxs Powderfree-Latex free	KCC57372	1.04	
11	45 CS	Keen Guard Blue Nitrile Gloves G10 (L) 100/bx -10 bxs Powderfree-Latex free	KCC57373	85.44	
12	40 CS	Keen Guard Blue Nitrile Gloves G10 (XL) 100/bx - 10 bxs Powderfree-Latex free	KCC57374	85.44	
13	15 BX	Great Neck Putty Knife Plastic Handle - Stiff 1 1/4" wide blade 15/bx	GRE 15PKS	3.52	
14	60 TUBES	4" Replacement Blades - 10/tube	UNGRB10C	5.24	
15	10 BX	UNISAN 60" Jaws Mophead Handle (or equal) - 12/bx	UNSB610	36.12	
16	30 EA	Utility Pad Holder	PAD405	3.39	
17	60 PK	Duracell Procell AA 24 per pack No Substitutions	DRCPC1500BKD	6.66	
18	60 PK	Duracell Procell C 12 per pack No Substitutions	DRCPC1400	7.80	
19	60 PK	Duracell Procell D 12 per pack No Substitutions	DRCPC1300	9.45	
20	25 PK	Duracell Procell 9V 12 per pack No Substitutions	DRCPC1604BKD	13.31	
21	10 PK	Duracell Procell AAA 24 per pack No Substitutions	DRCPC2400BKD	6.48	
22	72 EA	Plastic Wastebasket 28 1/8 qt. Rubbermaid Gray No Substitutions	RCP2956GRA	2.75	
23	75 BX	Kraft Waxed Paper Receptacle Liner 500/bx	HOS260	12.70	
24	75 CS	Scotch-Brite Medium-Duty Scrub Sponge 8 pk/cs - 5 sponges/pk	MCO74	34.17	
25	150 EA	Rubbermaid Lobby Pro Upright Dust Pans Black 12 1/2" Wide Dust Bin 37" Overall Height	RCP2531	4.15	
26	40 CS	Empire Safety Barrier Tape (CAUTION) Yellow 1000 ft./roll - 12 rolls/cs	EM1711001	103.27	
27	24EA	UNGER 4" Light Duty Floor Scraper Lightweight Aluminum 48" L X 83" Dia. Handle	UNGLH12C	14.49	
28	140 CS	C-FOLD Towels White 2400/cs		18.10	
*29	1850 CS	Merfin 212 Toilet Paper 2 PLY - 750 ft./roll - 12 rolls/cs Provide Pricing per Ft.			
*30	2141CS	Merfin 7800W 1PLY - 800 ft./roll - 6 rolls/cs Provide Pricing per Ft.			
*31	684 BX	Betco Clario Foam Hand Soap 6 - 1000 ml bags/cs Provide Pricing per Mil.	71529		
32	60 EA	Betco Untouchable Floor Finish - 5 gallons No Substitutions			
33	150 BX	Multi Task System Double-O-Seven Peroxide All Purpose Heavy Duty Cleaner No Substitutions			
34	150 BX	Multi Task System Multi-Shine Glass and Multi-Surface Cleaner No Substitutions			
35	150 BX	Multi Task System Foamy Mac Restroom, Tub and Shower Cleaner No Substitutions			
36	150 BX	Multi Task System Century Maintenance - Neutral pH Floor Cleaner No Substitutions			
37	150 BX	Multi Task System Tough Green All Purpose Cleaner-Degreaser No Substitutions			
38	150 BX	Multi Task System Century Q 256 Hospital Grade Disinfectant-EPA Registered No Substitutions			

* If substitute is bid, Vendor must provide comparable dispensers (approved by Owner) installed at no cost to District. All wall repairs are Vendor's responsibility. Vendor must provide replacement if fixture pulls lose for any reason other than vandalism.

Oswego School District #308
2013 - 2014 Custodial Supplies Bid Proposal

Approved

Item	Quantity	Item Description	Product	Unit Cost	Extended Cost
1	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 - 1000/cs BLACK - FLAT BOTTOM			
2	600 CS	Plastic Bag Liners 8.0 Mil. (S) 24X24 -1000/cs BIO-DEGRADABLE BLACK FLAT BOTTOM			
3	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 - 100/cs BLACK - FLAT BOTTOM			
4	1500 CS	Plastic Bag Liners 1.35 Mil. (M) 16X14X36 -100/cs BIO-DEGRADABLE BLACK FLAT BOTTOM			
5	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BLACK - FLAT BOTTOM			
6	2000 CS	Plastic Bag Liners 1.35 Mil. (L) 40X46 - 100/cs BIO-DEGRADABLE BLACK - FLAT BOTTOM			
7	200 EA	Trigger Spray Nozzles (Chemical Resistant 9 1/2")			
8	10 CS	Angle Brooms w/Wood Handle - 13" Sweeping Surface - 12/cs			
9	400 EA	UNISAN Value-Plus Cone Bowl Mop White Strong I-beam 12 in. plastic handle			
10	65 CS	Kleen Guard Blue Nitrile Gloves G10 (M) 100/bx -10 bxtcs Powderfree-Latex free	KCC57372		
11	45 CS	Kleen Guard Blue Nitrile Gloves G10 (L) 100/bx -10 bxtcs Powderfree-Latex free	KCC57373		
12	40 CS	Kleen Guard Blue Nitrile Gloves G10 (XL) 100/bx - 10 bxtcs Powderfree-Latex free	KCC57374		
13	15 BX	Great Neck Putty Knife Plastic Handle - Stiff 1 1/4" wide blade 15/bx	GRE 15PKS		
14	50 TUBES	4" Replacement Blades - 10/tube	UNGRB10C		
15	10 BX	UNISAN 60" Jaws Mophead Handle (or equal) - 12/bx	UNSB610		
16	30 EA	Utility Pad Holder	PAD405		
17	60 PK	Duracell Procell AA 24 per pack No Substitutions	DRCPC1500BKD		
18	60 PK	Duracell Procell C 12 per pack No Substitutions	DRCPC1400		
19	60 PK	Duracell Procell D 12 per pack No Substitutions	DRCPC1300		
20	25 PK	Duracell Procell 9V 12 per pack No Substitutions	DRCPC1604BKD		
21	10 PK	Duracell Procell AAA 24 per pack No Substitutions	DRCPC2400BKD		
22	72 EA	Plastic Wastebasket 28 1/8 qt Rubbermaid Gray No Substitutions	RCP2956GRA		
23	75 BX	Kraft Waxed Paper Receptacle Liner 500/bx	HOS280		
24	75 CS	Scotch-Brite Medium-Duty Scrub Sponge 8 pkcs - 5 sponges/pk	MC074		
25	150 EA	Rubbermaid Lobby Pro Upright Dust Pans Black 12 1/2" Wide Dust Bin 37" Overall Height	RCP2531		
26	40 CS	Empire Safety Barrier Tape (CAUTION) Yellow 1000 ft/roll - 12 rolls/cs	EMIT11001		
27	24EA	UNGER 4" Light Duty Floor Scraper Lightweight Aluminum 48" L X .83" Dia. Handle	UNGLH12C		
28	140 CS	C-FOLD Towels White 2400/cs			
*29	1850 CS	Merfin 212 Toilet Paper 2 PLY - 750 ft./roll - 12 rolls/cs Provide Pricing per Ft.			
*30	2141CS	Merfin 7800W 1PLY - 800 ft./roll - 6 rolls/cs Provide Pricing per Ft.			
*31	684 BX	Betco Clario Foam Hand Soap 6 - 1000 ml bags/cs Provide Pricing per Mil.	71529		
32	60 EA	Betco Untouchable Floor Finish - 5 gallons No Substitutions			
33	150 BX	Multi Task System Double-O-Seven Peroxide All Purpose Heavy Duty Cleaner No Substitutions			
34	150 BX	Multi Task System Multi-Shine Glass and Multi-Surface Cleaner No Substitutions			
35	150 BX	Multi Task System Foamy Mac Restroom, Tub and Shower Cleaner No Substitutions			
36	150 BX	Multi Task System Century Maintenance - Neutral ph Floor Cleaner No Substitutions			
37	150 BX	Multi Task System Tough Green All Purpose Cleaner-Degreaser No Substitutions			
38	150 BX	Multi Task System Century Q 256 Hospital Grade Disinfectant-EPA Registered No Substitutions			

* If substitute is bid, Vendor must provide comparable dispensers (approved by Owner) installed at no cost to District. All wall repairs are Vendor's responsibility. Vendor must provide replacement if fixture pulls lose for any reason other than vandalism.

Alternate #2

WWW.CYBERDRIVEILLINOIS.COM

JESSE WITTE
SECRETARY OF STATE



CORPORATION FILE DETAIL REPORT

Entity Name	H.P. PRODUCTS CORPORATION	File Number	65041138
Status	ACTIVE		
Entity Type	CORPORATION	Type of Corp	FOREIGN BCA
Qualification Date (Foreign)	07/14/2006	State	INDIANA
Agent Name	C T CORPORATION SYSTEM	Agent Change Date	07/14/2006
Agent Street Address	208 SO LASALLE ST, SUITE 814	President Name & Address	BRIDGET SHUEL-WALKER 4220 SAGUARO TR POB 68310 INDIANAPOLIS
Agent City	CHICAGO	Secretary Name & Address	JAN L HORTON SAME IN 46268
Agent Zip	60604	Duration Date	PERPETUAL
Annual Report Filing Date	06/07/2012	For Year	2012
Assumed Name	ACTIVE - KRAFT PAPER SALES COMPANY		

[Return to the Search Screen](#)

Purchase Certificate of Good Standing
(One Certificate per Transaction)

BACK TO CYBERDRIVEILLINOIS.COM HOME PAGE

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) HP PRODUCTS CORPORATION	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input checked="" type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.) 4220 SAQUARO TRAIL	Requester's name and address (optional)
City, state, and ZIP code INDIANAPOLIS, IN 46268		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number	
Employer identification number	
3	5
-	1
1	1
6	8
4	6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	<i>Jan Martore</i>	Date ▶ <u>4/9/13</u>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.