

REQUEST FOR QUOTE NUMBER: 09DM65943YC

WILL BE RECEIVED UNTIL February 18, 2009 @ 2:00 p.m.

DESCRIPTION: JANITORIAL SUPPLIES, DISPENSERS, AND CLEANING EQUIPMENT (GENERAL SERVICES DEPT.)

Effective September 1, 2008, the Department of Purchasing & Contract Compliance will only accept responses to quotes electronically using our on-line Vendor Self Service system at www.fultonvendorelveservice.co.fulton.ga.us. You must be a registered vendor in order to respond to quotes.

ANY QUESTIONS REGARDING PURCHASING PROCEDURES OR THE SPECIFICATIONS SHOULD BE ADDRESSED ONLY TO THE PURCHASING CONTACT PERSON LISTED BELOW. BIDDERS MAY NOT HAVE CONTACT WITH COUNTY OFFICERS, ELECTED OFFICIALS OR COUNTY EMPLOYEES REGARDING THIS BID PRIOR TO AWARD OF PURCHASE ORDER. VIOLATION OF THIS INSTRUCTION WILL RESULT IN YOUR BID BEING FOUND NON-RESPONSIVE.

CONTACT NAME: Delores Miles	E-Mail Address : delores.miles@fultoncountyga.gov	Telephone Number: 404-612-5815
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All information requested on this sheet must be completed. Unless specifications indicate "NO SUBSTITUTE", items determined by Fulton County to be "EQUAL OR BETTER" will be given full consideration. All prices QUOTED must be "FOB DELIVERED" unless otherwise requested. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.

Company Name:

Company Address:

City	State	Zip Code
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Telephone Number:	Fax Number:	E-Mail Address:
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RESPONSES MUST BE SUBMITTED ON-LINE AT www.fultonvendorelveservice.co.fulton.ga.us BY THE TIME AND DATE INDICATED.

Person submitting QUOTE: (Please Print)	Date
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Title

*Signature of the person submitting QUOTE:

*Person submitting this e-quote has binding authority to submit contracts on behalf of the responding company. By submitting a response, vendor agrees that their quote is an offer to sell. All bidders shall comply with all Fulton County purchasing laws, policies, and procedures, as well as relevant state and federal laws— including compliance with EEOC hiring guidelines and requirements under the Americans with Disabilities Act.

**REQUEST FOR QUOTE
GENERAL TERMS AND CONDITIONS**

The following provisions are hereby made a part of this Request for Quote. Any contract or purchase order awarded as the result of this request shall be governed by these General Terms and Conditions. By submission of your responses to this quote, vendor agrees to furnish the product(s) and/or service(s) pursuant to these conditions.

1. **GENERAL.** These provisions are standard for all County contracts. The County may delete or modify any of these standard provisions for a particular contract or purchase order by indicating a change in the special instructions or provisions. **Any vendor accepting a purchase order award as the result of this request agrees that the provisions included within this Request for Quote shall prevail over any conflicting provision within any standard form contract of the vendor.**
2. **SUBMISSION OF RESPONSES.** Responses must be submitted for quotes on-line via the Vendor Self Service system at www.fultonvendorelfselfservice.co.fulton.ga.us,. Response to quotes must be received no later than 2:00 p.m. on the date indicated.
3. **AMENDMENTS TO THE REQUEST FOR QUOTE.** Any amendment to pricing is valid only if in writing and issued by the County.
4. **NON-COLLUSION.** Bidder certifies that this bid is made without prior understanding, agreement or connection with any other corporation, firm or person submitting a bid for the same work, labor or service to be done or the supplies, materials or equipment to be furnished and is in all respects fair and without collusion or fraud. Bidder further understands collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damage awards. Bidder agrees to abide by all conditions of this bid and certifies that person signing is authorized to sign this bid or proposal for the bidder.
5. **CONFLICT OF INTEREST.** Vendor states that no County officer or employee, nor any business entity in which they have an interest: a) Has an interest in the contract awarded; b) Has been employed or retained to solicit or aid in the procuring of the resulting contract; c) Will be employed in the performance of such contract without immediate disclosure of such fact to the County.
6. **BASIS OF AWARD.** The County shall award to the overall lowest responsible and responsive vendor complying with the provisions of the Request for Quote. The following criteria may be considered by the County in selecting the most advantageous quote: a) Ability to perform the service required within the specified time; b) Conformance to specification; c) The quality of performance in previous contracts; d) Financial ability to perform the contract; e) Item pricing; f) vendor references. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.
7. **SAMPLES.** Samples of items when required, must be furnished free of expense to the County and upon request, be returned to the Vendor at the Vendor's expense. Samples of selected items may be retained for comparison purposes.
8. **NEW.** All items bid must be new. Used, rebuilt and refurbished items will not be considered unless specifically authorized by Fulton County in the written specifications.
9. **BRAND NAME SPECIFICATIONS AND APPROVED EQUIVALENTS.** Unless otherwise specified, manufacturer's names, trade names, brand names, information and/or catalog numbers listed in the specifications are intended only to identify the quality and characteristics desired. They are not intended to limit competition. The Vendor may offer any equivalent product which meets or exceeds the specifications. If quotations are based on equivalent products, the quote must: a) Indicate the alternate manufacturer's name and catalog number; b) Include complete descriptive literature and/or specifications; c) Include proof that the proposed equivalent will meet the specifications. The County reserves the right to be the sole judge of what is equal and acceptable to meet its needs in all respects. If Bidder fails to name a substitute, goods identical to the published standard must be furnished.
10. **INDEMNIFICATION.** Contractor/Vendor hereby agrees to release, indemnify, defend and hold harmless the County, it's Commissioners, officers, employees, subcontractors, successors, assigns and agents from and against any and all losses (including death), claims, damages, liabilities, costs and

expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by contractor, its directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection with its acceptance, of the performance, or nonperformance, of its obligations under this agreements.

11. **TAXES.** Fulton County is exempt from the State of Georgia sales tax and exemption certificate will be furnished upon request.
12. **DELIVERY.** All prices must be FOB Destination, unloaded inside and assembled unless otherwise indicated.
13. **RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT.** If any item furnished by the Vendor fails to conform to specifications, or to the sample submitted by the Vendor, the County may reject it. Upon rejection, the Vendor must promptly reclaim and remove such item without expense to the County, and shall immediately replace all such rejected items with others conforming to such specification and samples. If the Vendor fails to do so, the County has the right to purchase in the open market a corresponding quantity of any such items and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual cost to the County. If the Vendor fails to make prompt delivery of any item, the County has the right to purchase such item in the open market and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual replacement cost to the County. The rights and remedies of the County identified above are in addition to any other rights and remedies provided by law or under the purchase order.
14. **INVOICES AND PAYMENT TERMS.** Invoices are to be mailed to the County department specified on the resulting purchase order or master agreement. All invoices must include the purchase order number or master agreement number. Failure to comply may result in delayed payments. The County payment terms are Net 30 days unless a cash discount is allowed for payment within not less than twenty (20) days. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County and the correct invoice is received in the office specified on the purchase order.
15. **LEGAL REQUIREMENTS.** Federal, State, County and local ordinances, rules and regulations, and policies shall govern development, submittal and evaluation of quote and disputes about quotes. Lack of knowledge by any Vendor about applicable law is not a defense.
16. **ASSIGNMENT.** Any purchase order awarded shall not be assignable by the Vendor without the express written approval of the County, and shall not become an asset in any bankruptcy, receivership or guardianship proceedings.
17. **REJECTION OF BID.** Bids may be considered irregular and may be rejected if they show omissions, alternations of form, additions not called for, conditions, limitations, unauthorized alternate bids or other irregularities of any kind. The County reserves the right to waive minor technicalities or irregularities of bid.
18. **TERMINATION.** In the event any of the provisions of the purchase order are violated, the County may serve written notice of its intention to terminate the purchase order. Such notice will state the reason(s) for such intention, and unless within ten (10) days after serving notice upon the contractor, such violation has ceased and satisfactory arrangements for correction made, the purchase order shall, upon expiration of ten (10) days, be terminated. Further, the County reserves the right to terminate for its convenience any purchase order in whole or in part upon giving thirty (30) days prior written notice to the other party.
19. **DEBARMENT.** If a Bidder is presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency which prohibits your firm from participating in any procurement, the Bidder must provide the County with that information as part of its response to this solicitation. Failure to fully and truthfully provide the information required, may result in the disqualification of your bid from consideration or termination of the purchase order, once awarded.
20. **RIGHT TO PROTEST.** Any actual or prospective Bidder who is aggrieved in connection with a solicitation or award of a contract/purchase order must submit its protest in writing to the Director of

Purchasing & Contract Compliance, 130 Peachtree St. S.W., Suite 1168, Atlanta, GA 30303. A protest must be submitted to the Director of Purchasing & Contract Compliance in writing within 14 days after such aggrieved entity knows or should have known of the solicitation, the award of contract/purchase order to another or other acts giving rise to a protest. An oral protest or a protest to an official, employee, user department, or other person apart from the Director of Purchasing does not comply with Fulton County Code Section 2-324 and does not toll the protest time period.

REQUEST FOR QUOTE SPECIFICATIONS
Quote Number: 09DM65943YC
Opening Date: February 18, 2009 @ 2:00 p.m.

JANITORIAL SUPPLIES, DISPENSERS AND CLEANING EQUIPMENT
GENERAL SERVICES DEPARTMENT

1. DESCRIPTION

The Fulton County Department of Purchasing & Contract Compliance is soliciting quotes from qualified vendors to provide Janitorial Supplies, Dispensers and Cleaning Equipment to the General Services Department on an as needed basis for a 12-month consecutive period.

2. CONTACT PERSON

Please contact Delores Miles, Procurement Officer, at 404-612-5815 or by e-mail delores.miles@fultoncountyga.gov with any procedural or technical questions. **All questions should be submitted in writing to the Purchasing contact person. The last day to submit questions is February 13, 2009.** Any responses made by the County will be provided in writing to all Bidders by addendum. No verbal responses shall be authoritative.

You must be registered in the County's AMS System in order for the Department of Purchasing & Contract Compliance to issue your company a Purchase Order or to receive payments. If you are not a registered vendor you may access and complete the vendor application via the County's Vendor Registration website (www.fultonvendoreselfservice.co.fulton.ga.us). You must provide a copy of your current Business License in order to complete the vendor registration process.

If your company is a registered vendor, you can respond to all quotes online and in real time on this website.

3. PRODUCT/SERVICE SPECIFICATIONS

Provide janitorial supplies, dispensers, and cleaning equipment for use by Fulton County General Services Department on an "as needed, when needed, if needed" basis.

Supplies, dispensers, and cleaning equipment provided to Fulton County must be of the highest quality and must conform to any related state, municipal, or federal standard and be consistent with top quality commercial practices.

Equivalent products from other manufacturers are acceptable if they meet the intent of the specifications in terms of design, function, material and quality of workmanship.



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

Winner 2000- 2008 Achievement of Excellence in Procurement Award
National Purchasing Institute

Jerome Noble, Director



4. PRICING SHEETS

	Group	Description	Qty	Unit Cost (Ea)
1	Group A Cleaning Equipment	Broom (Miniature) 100% Corn, 2 Sew, Broom Part 14", 29" -31" Handle	24	
2	Group A Cleaning Equipment	Broom, Push - Street Type Fill - Extra Stiff Brown Prolene Plastic, Size - 36" Block, Trim - 5-1/8", Handle - 5' Tapered Hardwood, 1-1/8" Dia., For Ridged (Guardian) Handle Brace	24	
3	Group A Cleaning Equipment	Broom, Warehouse - Medium Weight, Minimum 1- 1/8" Diameter Lacquered Handle, 4 Sew with heavy duty Steel Band	24	
4	Group A Cleaning Equipment	Bucket, Plastic 10 Quart, HD w/handle and pour spout	12	
5	Group A Cleaning Equipment	Dust Pan, Industrial, Minimum 4" x 12" x 1/4", Plastic, Lobby Type, Black.	24	
6	Group A Cleaning Equipment	Feather Duster, Type - Ostrich Feathers; Minimum 13", Feather Length; Minimum 29" overall length, w/ extending handle	12	
7	Group A Cleaning Equipment	Gloves, Rubber, X-Large Disposable Nitrile -100/box (50 pair)	120 Box	
8	Group A Cleaning Equipment	Gloves, Rubber, Medium Disposable Nitrile 100/box (50 pair)	80 Box	
9	Group A Cleaning Equipment	Gloves, Rubber, Large Disposable Nitrile 100/per box (50 pair)	120 Box	
10	Group A Cleaning Equipment	Gloves, Rubber, 20mil, Yellow, X-Large	120 Pr	
11	Group A Cleaning Equipment	Handles for Broom, 54" Wood, 15/16", Metal Tip, Screw End	18	

12	Group A Cleaning Equipment	Mop Handle, Steel, Tapered, Minimum 60" x 01-18", Stir-up with wing nut	18	
13	Group A Cleaning Equipment	Mop Bucket with Wringer, Minimum 35 Quart Capacity, Range of 12-32 ounce mop capacity, Approximate weight 17 lbs.	8	
14	Group A Cleaning Equipment	Mop Head 32 oz., Must be 8 ply 100% virgin, Rayon Yarn, 3" band, Sewn across bottom and looped, Must weigh 32 ounces	36	
15	Group A Cleaning Equipment	Mop Head 24 oz., Must be 8 ply 100% virgin, Rayon Yarn, 3" band, Sewn across bottom and looped, Must weigh 24 ounces	36	
16	Group A Cleaning Equipment	Mop Head 16 oz., Must be 8 ply 100% virgin, Rayon Yarn, 3" band, Sewn across bottom and looped, Must weigh 16 ounces	48	
17	Group A Cleaning Equipment	Pad, Polish, 20", 3M or Equal, Color: White, Natural, Rubberized, Thickness: 1", 175 RPM Polishing	30	
18	Group A Cleaning Equipment	Pad, Buffing, 20", 3M or Equal, Color: Red, High speed buffing, Thickness: 1"	30	
19	Group A Cleaning Equipment	Pad, Scrubbing, 20", 3M or Equal, Color: Green, Thickness: 1"	30	
20	Group A Cleaning Equipment	Stripping Pad, 20", Color: Black, Wet Type	30	
21	Group A Cleaning Equipment	Pad, Steel wool, 20", Color: Silver, # 0 Grade	5	
22	Group A Cleaning Equipment	Rotary Yarn Bonnets 21" low profile with scrub strips	15	
23	Group A Cleaning Equipment	Scrubbing Pad, Nylon, Hand Type, Color: Black, 1" Thick, 4 5/8" x 10", Medium Duty, Minimum	80	
24	Group A Cleaning Equipment	Sign, Wet Floor, "Handy Cone" or Equal, Collapsible, spring-loaded pyramid, 18" high, "Wet Floor" Bi-lingual (English/Spanish), Color: Safety Yellow or Orange, Molded plastic storage container	12	
25	Group A Cleaning Equipment	Floor Squeegee, Soft Moss Rubber, Twin Blade, Push/Pull Type, Minimum 36" Length	8	
26	Group A Cleaning Equipment	Squeegee, Window, Aluminum/Vinyl Complete w/handle, Minimum 22"	12	

27	Group A Cleaning Equipment	Toilet bowl brush, twisted in wire style, 15" Foam Plastic Handle with Hanging Hole, Brush Part 4-1/2" x 6"	18	
28	Group A Cleaning Equipment	Toilet Bowl Brush (Utility Brush), Handle - Minimum 20", Blue Bristles, Acid Resistant, Minimum: 4-1/2" x 5-1/2" x 20"	12	
29	Group A Cleaning Equipment	Trash Can, 44 Gallon, Rubbermaid or Equal, Color: Gray, Plastic, with Handles and snap-on lid	6	
30	Group A Cleaning Equipment	Trash Can, Office Type, Rubbermaid or Equal, Rectangular, Size: 15" x 11" x 19-1/4" (41 quart) Colors: Black, Beige, Brown	12	
31	Group A Cleaning Equipment	Spray Bottle, Trigger spray type, available in various colors, Minimum 32 oz capacity.	60	
32	Group B Cleaning Solutions & Solids	Water Extraction Concentrate, Dilution: 1 to 64 (Water), pH: 11.5, Active Ingredients: less than 34%, Must contain optical brighteners, color enhancers, mildew remover and Quat-type disinfectant, Fragrance: Lemon. 1 gallon Container	40	
33	Group B Cleaning Solutions & Solids	Cleaner, Ammonia, Color: Yellow, Appearance: Non-sudsy Lemon Fragrance, 32 oz bottle	120	
34	Group B Cleaning Solutions & Solids	Cleaner, All Purpose HD, Dilution: 1 to 100 (Water), pH: 12.5, Non-Catalactive, Non-toxic, Biodegradable, General Purpose Cleaner/Degreaser, Fragrance: Mountain Air, 1 gallon container	80	
35	Group B Cleaning Solutions & Solids	Cleaner, Detergent Concentrate, Dilution: 1 to 128 (Water), pH: Neutral (7.0 to 8.0), Must not dull wax floor while exhibiting multi-purpose medium duty cleaning performance, Fragrance: Cherry, 1 gallon container	40	
36	Group B Cleaning Solutions & Solids	Cleaner, Dust Mop, Treatment Aerosol spray for vinyl, ceramic tile, concrete, quarry tile and Wood floors, 18 oz can	24	
37	Group B Cleaning Solutions & Solids	Cleaner, Glass, "WINDEX" or Equal, Trigger-spray type, 32 oz bottle	100	
38	Group B Cleaning Solutions & Solids	Cleaner, Multipurpose, "Formula 409" or Equal, 32 oz trigger spray bottle	120	
39	Group B Cleaning Solutions & Solids	Cleaner, Tile & Grout, Dilution: 1 to 10 (Water), pH: Acidic, Viscosity: like water, Safe on Ceramic and Porcelain, Removes: soap scum, rust, lime & mineral deposits on floors, walls. gallon Container	12	
40	Group B Cleaning Solutions & Solids	Cleaner, toilet bowl, Dilution: RTU, Contain chemical inhibitor, Acid – Free, Appearance: Clear or Green, Fragrance: Cherry. 32 oz bottle.	100	
41	Group B Cleaning Solutions & Solids	Cleanser, Powdered, "Ajax", "Comet" or Equal Abrasive: Non-scratching, Brighteners: Minimum 10.5% + 1% 21 oz	48	

42	Group B Cleaning Solutions & Solids	Deodorant Blocks, Size: 24 oz., Type: paratichlorobenzene, Packaging: cardboard dispenser box, Fragrance: Neutral	120	
43	Group B Cleaning Solutions & Solids	Urinal Block, "Sentry Para Block" or Equivalent, w/screen. Minimum size: 4 ounces each	60	
44	Group B Cleaning Solutions & Solids	Toilet Bowl Block with Hanger Minimum size: 4 oz each	36	
45	Group B Cleaning Solutions & Solids	Deodorizer, Carpet, "Carpet Fresh" or Equal, Dilution: RTU powder, Sprinkle, stand & vacuum type, Appearance: White powder, Fragrance: Fresh scent. 12 oz can	48	
46	Group B Cleaning Solutions & Solids	Deodorizer Metered air freshener refill, standard size metered 7 oz can, Aerosol dispensers 30 day refills, Assorted fragrances Time Mist or Equal	100	
47	Group B Cleaning Solutions & Solids	"Lysol" or Equal, All purpose cleaner for use on hard surfaces such as walls, floors and washrooms 32 oz trigger spray container Lemon fragrance.	120	
48	Group B Cleaning Solutions & Solids	Lysol" or Equal Disinfectant antibacterial spray " Minimum size: 18 oz aerosol can	60	
49	Group B Cleaning Solutions & Solids	Furniture Polish, Aerosol cans, 17 ounce aerosol	60	
50	Group B Cleaning Solutions & Solids	Polish, all metal cleaner, Brasso or Equal Polisher for Copper, Bronze, Pewter, Stainless Steel, Chrome, Silver, Aluminum. Can also be used on tile, porcelain and glass. Must meet Federal Spec. #PP511, Flash Point: 110 F, Non-acidic, Non-abrasive, without silicon. Must clean, polish and leave a protective coating. 8oz can.	36	
51	Group B Cleaning Solutions & Solids	Polish, stainless steel "Sheila Shine" or Equal Inert Ingredient: Petroleum Distillates, Flash Point: 110 F, Non-acidic, Non-abrasive, without silicone. 10 oz aerosol. Must clean, polish, and leave a protective coating	36	
52	Group B Cleaning Solutions & Solids	Scouring Crème, Non-acidic bowl cleaner containing scrubbing particles. High viscosity for extensive clinging action. For use on porcelain, ceramic tile, shower stalls, toilets, sinks, urinals, etc. Must disinfect, remove soap scum, rust, etc. 32 oz bottle	48	
53	Group B Cleaning Solutions & Solids	Hand Soap, "GoJo" or Equal, Must fit 800 ml containers	240	
54	Group B Cleaning Solutions & Solids	Stripper, Floor. Dilution: 1 to 10 (water), pH: 13.5, Active Ingredients: less than 24%, Non-ammoniated, no scrub, rinse free, Non-butyl, Fragrance: Neutral 1 gallon Container	120	
55	Group B Cleaning Solutions & Solids	Sweeping compound - "Spillmate" or Equal, High density sweeping compound for petroleum-based spills, Non-corrosive, Vapor suppressant, must control dust while cleaning, Non-leaching, landfill disposable without special preparation. 20lb container	6	

56	Group B Cleaning Solutions & Solids	Spill absorbent, "Hi'N Dry" or Equal. Spill absorbent for water-based spills, Non-flammable, non-corrosive, Must control dust while cleaning, Non-leaching, landfill disposable without special preparation. 20lb container	6	
57	Group B Cleaning Solutions & Solids	Wax, Floor. Type: Urethane emulsion floor finish, pH: 9.0, Ingredients: polyurethane acrylic polymer blend of solids, less than 24% by wt., Slip resistance: meets ASTM D2047-82, Specific gravity: 1.03, Drying time: 30 to 45 minutes, Coverage per gallon: 1,500 - 2,000 sq. ft 1 gallon Container	120	
58	Group B Cleaning Solutions & Solids	Stone floor cleaner, "Marbalex" or Equal. Dilution: 2 oz to 1 gallon (Water), pH: 7, Biodegradable, Non-toxic, non-corrosive, non-flammable, non-staining, UL classified for slip resistance, Color: Clear, Fragrance: None. 1 gallon Container	20	
59	Group B Cleaning Solutions & Solids	Concentrated Active Oxygen Cleaner, Orange 2-0 Dilution: 2 oz to 1 gallon (Water). Fragrance: Citrus Orange, Momar Incorporated or equal. 1 gallon Container	24	
60	Group B Cleaning Solutions & Solids	Furniture Polish Liquid, Scratch cover for dark woods. Old English or equal. 8 oz bottle	36	
61	Group C Dispensers	Universal Roll Paper Towel Dispenser, #T850TBK, Classic, as manufactured by Jamar or Equal	100	
62	Group C Dispensers	Jumbo Toilet Tissue Dispenser, Single, #JBT, as manufactured by San Jamar R2790TBK or Equal	80	
63	Group C Dispensers	Toilet Seat Dispenser, Half Fold, #50444, White, as manufactured by Rochester Midland Corp., Rochester, New York 14621 or Equal	60	
64	Group C Dispensers	Sanitary Napkin Receptacle with hinged bottom, #11202SAFE-USE, as manufactured by Bay Corrugated Container, Inc., Monroe, Michigan or Equal	24	
65	Group C Dispensers	Soap Dispenser - Ceramic White Dermapro #9034-12, 800ML, as manufactured by GoJo Industries, Inc., Or Equal	72	
66	Group C Dispensers	Metered Aerosol Dispenser slim-line high impact, Chemical resistant activates metered refill every 15 minutes 24 hrs a day for 30 days. Operates on two C batteries, mounting screws included. Time Mist TMS1131TM or equal	36	

5. SPECIAL CONDITIONS/INSTRUCTIONS

INVENTORY

Location of Vendor's Facility: _____

DELIVERY

The vendor must acknowledge all calls for janitorial supplies, dispensers, and cleaning equipment within two (2) hours. The vendor must respond to requests as follows:

- A. Urgent Requests: Supplies, dispensers, and/or cleaning equipment must be provided within twenty-four (24) hours.
- B. Routine Requests: Supplies, dispensers, and/or cleaning equipment must be provided within five (5) business days.

Failure to adhere to these delivery criteria can be grounds for termination of services.

Price quoted will include all transportation charges fully prepaid to General Services Department, Material Management, 3929 Aviation Circle, Building C, Atlanta, Georgia 30336,

WORKING HOURS

For the purpose of this contract normal working hours will be from 8:00 a.m. through 5:00 p.m., Monday through Friday, excluding Fulton County holidays. Overtime will not be paid for services rendered under this contract unless specifically authorized in writing in advance of the work being done. The vendor is required to acknowledge a notification call within two (2) hours in order to make arrangements for services. Failure to respond within the two hour time period will not be basis for overtime payment.

AUTHORIZATION TO PLACE CALLS

The following is a list of personnel authorized to place calls against this contract and approve overtime. Failure to receive proper authorization prior to providing the parts can be grounds for nonpayment of the invoice.

<u>Title</u>	<u>Phone</u>
Material Management Manager (Contract Administrator)	(404) 612- 2254
Building Maintenance Manager	(404) 612- 0850
Operations Support Area Manager	(404) 613-

0851

REFERENCES

The vendor is required to provide three (3) commercial or government references who can verify the vendor's capability to perform the services requested in this solicitation. At least one of the references must be from a customer currently being serviced and the remaining two (2) should be from customers serviced within the past three (3) years. Provide company name and address and contact person's name and telephone number for each reference (e.g., Cobb County Government, 2222 Northside Parkway, Marietta, Jim Thomas, 404-123-4567). **Inability to contact reference due to faulty information will cause Fulton County to disregard the reference and may lead to the vendor being declared non-responsive**

AWARD

The County may award in whole or in part to one or more vendors. Duration of award will be for twelve (12) consecutive months from date of award. Prices will remain firm for this period.

INVOICING

Original invoices should be sent to the address below for payment:

General Services Department
Fulton County Airport, 3929 Aviation Circle, Building C
Atlanta, GA 30336

INSPECTION AND ACCEPTANCE

All janitorial supplies, dispensers, and cleaning equipment shall be subject to inspection by Fulton County General Services Department upon delivery and prior to acceptance. Any such inspection is for the sole benefit of Fulton County and shall not relieve the contractor of the responsibility of providing quality control measures to assure the items provided strictly comply with the contract requirements. Inspection shall not relieve the contractor of responsibility for damage to or loss of property, material, etc., prior to final acceptance of janitorial supplies, dispensers, and cleaning equipment.

The contractor shall without charge, replace any janitorial supplies, dispensers, and cleaning equipment found by Fulton County not to conform to the contract requirements unless in the public interest. Fulton County consents to accept such items with an appropriate adjustment in contract price. The contract shall promptly segregate and remove rejected items from the premises at the contractor's expense.

If the contractor does not promptly replace rejected items, Fulton County may, by contract or otherwise, replace such items and charge the cost thereof to the contractor.

Unless otherwise provided in this contract, acceptance by Fulton County Government shall be made as promptly as practicable after delivery of any janitorial supplies, dispensers, and cleaning equipment required by this contract or that portion of the items that Fulton County determines can be accepted separately.

REQUIRED SUBMITTALS

Submit evidence that they have maintained a permanent place of business for at least three (3) years.

Submit at least three (3) references, not more than three (3) years old, of comparable commercial or government work performed by vendor. At least one reference should be currently receiving service from the vendor. Reference must include company name, contact person and their telephone number, contract cost, and contract period. These references will be contacted to verify the vendor's capability to perform this service. Failure to provide this information may result in respondent being deemed non-responsive.

QUOTE EVALUATION

Fulton County will consider the following criteria, where applicable, in determining the successful vendor for award:

- A. Item pricing
- B. References
- C. Compliance with all other terms and conditions required in this specification.