



**PURCHASING DEPARTMENT
6600 34TH AVENUE
MOLINE, IL 61265**

DATE: August 3, 2010

**TO BE OPENED ON
August 31, 2010
RFP 03-11**

*****IMPORTANT***
SHOW "RFP 03-11"
ON OUTSIDE OF
MAILING ENVELOPE**

**REQUEST FOR PROPOSAL (RFP)
CLEANING SUPPLIES CONTRACT, DISTRICT WIDE
RFP 03-11**

Pursuant to the provisions of Section 3-27.1 of the Illinois Public Community College Act and rules and regulations adopted thereunder, sealed proposals subject to the conditions and requirements made a part hereof **will be received until 2:00 p.m. local time, on Tuesday, August 31, 2010, in the Purchasing Office at Black Hawk College, Quad Cities Campus, located at 6600 34th Avenue in Building One, Second Floor, Room 282, then opened publicly, read aloud and recorded at that time in the Black Hawk Room at Black Hawk College, Quad Cities Campus, located at 6600 34th Avenue in Building One, Second Floor, Room 255** for furnishing the goods or services described below, to be delivered or performed in at the location stated. Whether or not a proposal is timely shall be determined by reference to the clock located in the Purchasing Office of the College, and the determination of whether or not a proposal is timely in accordance with that clock shall be at the sole discretion of the Black Hawk College Purchasing Office and Board of Trustees, whose decision on that issue shall be final.

**REFER INQUIRIES TO: MIKE MELEG
BLACK HAWK COLLEGE
6600 34th AVENUE
MOLINE IL 61265**

TELEPHONE: (309) 796-5002

EMAIL ADDRESS: melegm@bhc.edu

VENDOR INFORMATION:

Contact:

Company:

Address:

City/State/Zip:

Telephone:

Fax Number:

Email Address:

GENERAL

Proposals are subject to the attached Standard Terms and Conditions.

USING DEPARTMENT

Facilities, District Wide

TIME TABLE

DATE	EVENT
August 3, 2010	E-Mailing of Request for Proposal RFP 03-11
August 9 – August 13, 2010	Timeframe for site visit
August 17, 2010	Mandatory Pre-Proposal Meeting at 2:00 p.m. in Building 1, Black Hawk Room 255
August 31, 2010	Proposals due at 2:00 p.m.
September 16, 2010	Anticipated Board of Trustees Approval
September 17, 2010	Anticipated Award of Contract

PURPOSE OF THIS REQUEST FOR PROPOSAL (RFP)

Black Hawk College seeks to establish an initial three-year Contract commencing October 1, 2010, ending September 30, 2013, with two (2) one-year renewals at the College's option, for Cleaning Supplies, District Wide, at all Quad Cities and East Campus locations. Additionally, training, consultation, and support services are needed at East Campus. The College intends to enter into a Contract with only one Vendor that shall be responsible for delivering all supplies, on demand, so that the College's need to carry excess inventory is eliminated. Vendor will provide the College:

1. Guaranteed pricing for the initial three-year term resulting in cost savings, improved products, and delivery systems. Pricing shall be renegotiated for any renewal terms.
2. Expertise from our Vendor which shall provide cutting-edge products, systems and practices in our operation.
3. Reduce administrative costs by issuing only one purchase order and twelve checks per year.
4. Provide an improved custodial operation for our students, faculty, and staff through a more effectively-managed operation.
5. Additionally, provide the East Campus with an improved training and safety program to their custodians thereby enhancing the quality of work, increasing productivity, and maintaining an environmentally-safe program.

LOCATIONS

QUAD CITIES CAMPUS LOCATIONS:

- Black Hawk College
6600 34th Ave.
Moline, Illinois 61265
- Black Hawk College, Outreach Center
301 42nd Ave
East Moline, IL 61244
- Illinois workNet Center
4703 16th St.
Moline, IL 61265

- Black Hawk Technology Center
3930 11th St.
Rock Island, IL 61201

EAST CAMPUS LOCATIONS:

- Black Hawk College, East Campus
26230 Black Hawk Road
Galva, IL 61434-9476
- Black Hawk College Community
Education Center
404 E. Third Street
Kewanee, IL 61443

SITE VISIT

It is the responsibility of the Vendor to examine all locations and conditions thereon. The Vendor's proposal shall take into consideration all such conditions that may affect the Contract. No additional expense will be allowed for failure to be so informed. Appointments should be made with Mark Willett, Facilities Superintendent, (309) 796-5263, willettm@bhc.edu for Vendors to visit the Quad Cities sites and examine all locations and conditions. Appointments should also be made with Ray Jacobs, Superintendent of Facilities and Campus Services, (309) 854-1740, jacobsr@bhc.edu for Vendors to visit the East Campus sites and examine all locations and conditions. It is highly recommended that all Vendors visit both Quad Cities and East Campus sites prior to the mandatory Pre-Proposal meeting, so that meaningful questions and discussion about the job sites and this RFP document can occur.

MANDATORY PRE-PROPOSAL MEETING

A **MANDATORY** Pre-Proposal meeting will be held at **2:00 p.m. on Tuesday, August 17, 2010**, at Black Hawk College, Quad Cities Campus, located at 6600 34th Avenue in Building One, Second Floor, Black Hawk Room 255 in the Administration wing. The Pre-Proposal meeting gives the Vendor an opportunity to raise any questions, exceptions, or additions they have concerning the work or this RFP document. If a Vendor discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFP, the Vendor should raise these issues at the meeting. It is **mandatory** that all interested Vendors attend the Pre-Proposal meeting, and proposals from Vendors not attending the meeting will not be accepted.

VENDOR PRESENTATIONS

The College reserves the right to conduct interviews, if deemed necessary, to assist the College in making the best possible selection decision. Selected Vendors may be required to make oral presentations, and respond to any additional questions that arise during Black Hawk College's review of the Vendor's proposal. Failure of a Vendor to conduct a presentation on the date scheduled may result in rejection of the Vendor's proposal.

VENDOR SAMPLES

The College reserves the right to request and receive samples at no cost, for the purpose of evaluating any product the Vendor proposes.

BID SPECIFICATION

1. Please submit one original (typewritten or handwritten in ink) and three copies of your proposal.
2. The Vendor will provide a delivery system that includes:
 - a. Delivery of products directly to each campus' central receiving dock;
 - b. Delivery of products within two business days;
 - c. Emergency next day deliveries as required.
3. The successful Vendor shall be responsible for carrying a sufficient inventory of all products that will satisfy the needs of Black Hawk College for a three-week period.
4. All products and services will have quality standards that meet or exceed the quality of the items shown in Attachment A. The College is willing to review and evaluate new products during the life of the Contract that would be of benefit to the College, such as environmentally-friendly products.

5. Vendor needs to meet all industry safety standards.
6. The proposed Contract shall be for three calendar years with an annual renewable extension option for up to two additional years pending mutual agreement and approval by the College's Board of Trustees.

OVERVIEW OF WORK

1. The selected Vendor is to provide and install all necessary product dispensers at all locations as determined by the College including:
 - a. Toilet paper dispensers
 - b. Towel dispensers
 - c. Hand hygiene dispensers
 - d. Air freshener dispensers
2. The selected Vendor shall provide and install mutually agreed upon chemical dispensing stations in all designated janitorial closets at all locations. There are fifteen (15) janitorial closets at the Quad-Cities campus, four (4) at the Outreach Center, one (1) at each of the remaining Quad-Cities satellite facilities, and twelve (12) closets at the East Campus. These dispensing stations are to be stocked with product according to the need of the area. Please indicate in your proposal the manufacturer and information about the system you will be using.
3. The selected Vendor shall provide any additional training on an as-needed basis at any of the Quad Cities or East Campus locations shown above.
4. The Vendor will provide on-going technical service support and set up an MSDS program available to all custodians at all locations.

VENDOR QUALIFICATIONS

Vendors must meet the following criteria in order to submit a proposal:

1. Have been in business for at least five years;
2. Provide documentation of annual sales;
3. Provide list of top three customers, stating annual purchases;
4. Operate office and warehouses sufficient to meet the College's "just-in-time" needs;
5. Supplier to track and supply Black Hawk College with monthly usage report via MS Excel spreadsheet. Report to be e-mailed to Mark Willett, Facilities Superintendent, Quad- Cities Campus at willettm@bhc.edu and Ray Jacobs, Facilities Superintendent, East Campus at jacobsr@bhc.edu.
6. Vendor must be qualified and experienced to perform the requested services. The Vendor shall at all times be dressed in clean uniforms (clearly identifying their employer) and will observe all regulations in affect upon the College premises.

PROPOSAL REQUIREMENTS

Responses will consist of one (1) original and three (3) copies of the following information and in the sequence presented.

1. A company profile that includes but is not limited to the location of the distribution center that will be servicing this Contract, years in business, annual sales, names of largest customers and annual sales, the names of companies where you have a similar partnership and perform a similar service, etc. *(This information will be kept confidential.)*
2. Résumés of the key person(s) that will provide support services and/or training related to the Contract as well as the name and title of the main contact person for Black Hawk College.
3. Line item pricing of the custodial supplies to be provided to Black Hawk College as a part of this Contract, using Attachment A as a guideline. Space is provided beneath each line for Vendors to propose competitive products and pricing. The Vendor is encouraged to propose the most effective, cost-competitive, environmentally-friendly products.
4. A detailed description of the approach to be taken which includes the implementation schedule, procurement process, personnel training, consultation, support services, etc.

INFORMATION PROVIDED BY BLACK HAWK COLLEGE

Attachment A shows a listing of products the College used during the past fiscal year. Future usage may be more or less depending on actual requirements, and substitutions of equal or better quality are acceptable.

PROFILE OF BLACK HAWK COLLEGE

Black Hawk College incorporates approximately 381,820 sq. ft. at its Quad-Cities Campus and approximately 108,000 sq. ft. at its East Campus. The Quad-Cities Campus consists of four buildings and four satellite facilities. The East Campus consists of eight buildings and one satellite facility in Kewanee.

The combined student population at all Black Hawk College locations is approximately 4,200 FTE credited students. Black Hawk College employs a combined total of 307 staff and 327 faculty.

Goods and services are to be provided during the hours of 8:00 A.M. through 5:00 P.M., Monday through Friday

The custodial function at Black Hawk College is performed by its staff consisting of 23 employees at the Quad Cities Campus, and a hired cleaning service at the East Campus.

INSTRUCTIONS TO VENDORS

1. GENERAL

Sealed proposals shall be addressed to Black Hawk College Purchasing Department, 6600 - 34th Avenue, Moline, Illinois, 61265 and marked "CLEANING SUPPLIES CONTRACT, DISTRICT WIDE, RFP 03-11." Proposals are due not later than 2:00 p.m. local time on Tuesday, August 31, 2010. Unsigned or late bids will not be considered.

2. ERRORS AND OMISSIONS

All documents shall be completed as requested by the College. No claim for errors or omissions in the proposal will be considered. Vendors will be held strictly to the proposal as submitted. Proposals may be withdrawn in writing, facsimile, or in person prior to the closing date and time. No proposal may be withdrawn for a period of **ninety (90)** days following the opening of the proposals.

3. COMPLETENESS AND COMPLIANCE

Proposals will be reviewed for completeness and compliance with all requests and requirements, including proposal instructions, specifications, and terms and conditions of the Proposal. Proposals that fail to comply with the essential requests and requirements of the RFP may be rejected as non-responsive and eliminated from further consideration.

4. COMPLIANCE WITH LEGISLATION

Vendor's signature shall be construed as acceptance of, and willingness to comply with, all laws of the State of Illinois, including but not limited to, prevailing wages of laborers, preference to citizens of the United States and residents of the State of Illinois, discrimination and intimidation of employees, including Executive Order #11246. Provision of said acts are hereby incorporated by reference and become a part of this proposal and specifications.

5. FIRM PRICES

All prices shall be F.O.B. to Black Hawk College, freight prepaid. Prices submitted on this document should be considered firm for the term of the Contract. Prices are to be inclusive of all fees, including but not limited to travel, fuel, vehicle fees, environmental/disposal fees, etc.

6. EVALUATION, ACCEPTANCE, NEGOTIATIONS, AND AWARD

Black Hawk College reserves the right to negotiate with any Vendor considered qualified or to make an award without further discussions. The College highly recommends that a Vendor's initial proposal reflect Vendor's terms most favorable to the College. Financial as well as other factors will be considered in the evaluation. Proposals from the Vendor should be submitted to Black Hawk College in the most favorable terms possible from the standpoint of cost. Although cost is an important factor, the College is not obligated to award the Contract solely on the basis of lowest cost and reserves the right to use other subjective criteria and will make the award as best suits the interests of the College. Perceived inadequacy in any area may disqualify a proposal.

Black Hawk College reserves the right to accept or reject any or all proposals or parts thereof, and waive any irregularities. The College reserves the right to request additional information or clarification on any matter included in the proposal. Upon selection of the Vendor, Black Hawk College and the Vendor will enter into an appropriate Contract setting forth the terms and

conditions of the parties' rights and obligations. Such Contract will substantially follow the terms set forth herein except that Black Hawk College reserves the right to make changes.

The College will not pay for any information requested nor is it liable for costs incurred by the Vendor in responding to this request. Elaborate proposals (e.g. expensive artwork) beyond that sufficient to present a complete and effective proposal are not necessary or desired.

7. ACKNOWLEDGEMENTS OF ADDENDA

Signature of company official on original document shall be construed as acknowledgment of receipt of any and all addenda pertaining to this specific proposal. Identification by number of addenda and date issued should be noted on all proposals submitted.

8. TERMINATION

In the event of a material breach or default by either party, the non-breaching party may terminate this Contract by giving not less than ten (10) business days' notice of termination in writing, specifying the alleged breach or default and the date on which termination shall be effective, provided that the party receiving such notice shall have twenty (20) business days from the receipt of such notice in which to correct or cure the alleged breach or default to the reasonable satisfaction of the party giving notice.

9. DAMAGES AND NEGLIGENCE

The Vendor shall protect, indemnify and hold harmless Black Hawk College, its employees and Black Hawk College Board of Trustees against any liability claims and costs of whatsoever kind and nature for injury to or death of any person or persons and for loss or damage to any property occurring in connection with or in any incident to or arising out of occupancy, use, service, operations, or performance of work in connection with the Contract, resulting in whole or in part from the negligent acts or omissions of the Vendor.

10. SUPERVISION OF WORK

The Vendor shall report directly to the Quad Cities or East Campus Facilities Superintendent respectively, or his designee, for all aspects of the Contract work.

11. ASSIGNMENT

Vendor shall not assign any resultant Contract without the College's prior written consent.

12. RELATIONSHIP OF PARTIES

The parties intend that an independent relationship between the College and the Vendor will be created by this Contract. College is interested only in the results to be achieved, and the conduct and control of the work will lie solely with Vendor. Vendor is not to be considered an agent or employee of College for any purpose and the Vendor is not entitled to any of the benefits that College provides for College's employees. It is understood that College does not agree to use Vendor exclusively. It is further understood that Vendor is free to Contract for similar services to be performed for other businesses while under Contract with College.

13. WARRANTY

Vendor shall warrant that its goods and services shall be provided in a good and workmanlike manner.

14. INSURANCE

Prior to beginning any work at any Black Hawk College location, facility, or property, the Vendor shall furnish a Certificate of Insurance evidencing the existence of the following coverages:

- A. Commercial General Liability
 1. General Aggregate Limit - \$2,000,000
 2. Products – Completed Operations Aggregate Limit - \$2,000,000
 3. Personal and Advertising Injury Limit - \$1,000,000
 4. Each Occurrence Limit - \$1,000,000
- B. Automobile Liability
 1. Each Accident - \$1,000,000.
- C. Workers Compensation - Statutory
- D. Employers Liability
 1. Bodily Injury By Accident - \$500,000 each accident
 2. Bodily Injury By Disease - \$500,000 each employee
 3. Bodily Injury By Disease - \$500,000 policy limit

Black Hawk College, its employees and Black Hawk College Board of Trustees shall be named as Additional Insureds with respect to Commercial General and Automobile Liability Coverages. The Certificate shall provide not less than 30 days advance notice in writing in the event of change or cancellation. The Vendor's insurance carrier shall waive subrogation; such stipulation shall be indicated on the Certificate of Insurance.

15. INSPECTION

The College shall reserve the right to make final inspection, and finding the goods and services (the "Work") to be in full compliance with all requirements set forth, will accept the Work. The Vendor shall maintain all parts of the Work at his own expense until final acceptance of the entire Work by the College. If any defects or omissions in the Work are hidden or concealed at the time of acceptance but become apparent within one year after the final acceptance of the Work, the Vendor shall immediately correct and make good the same upon notice by the College, and if the Vendor fails, refuses or neglects to do so, the College may correct and make good the same and the Vendor hereby agrees to pay on demand the cost and expense of doing such Work.

16. CRITERIA FOR SELECTION

Black Hawk College, at its sole discretion, reserves the right to accept or reject any or all offers and may accept a proposal other than the lowest cost proposal, if deemed to be more advantageous to the College.

Criteria to be considered includes, but is not limited to:

- Attendance to the Mandatory Pre-Proposal meeting
- The Vendor's ability to meet the Overview of Work as described above
- Experience and qualifications of the workers, information about your company, and reputation of your company (based on past experience with the College and references)
- Cost

INSTRUCTIONS TO VENDORS

1. Please submit four proposals (**one original typewritten or printed in ink, and three copies**) in a sealed package addressed and clearly marked as follows:

Cleaning Supplies Contract, District Wide, RFP 03-11
Black Hawk College Purchasing Department
6600 34th Avenue
Moline, IL 61265
2. Proposals submitted via fax or E-mail will not be accepted.
3. Read and comply as applicable with the Standard Terms and Conditions (Attachment B).
4. Two completed original copies of the Execution of Proposal (Attachment C) Form (typewritten or printed and signed in ink) must be submitted with your proposal package.
5. One completed original copy of the Vendor Certification Form (Attachment D) must be submitted with your proposal package.
6. If you will not be responding to this Request for Proposal, please fill out the Courtesy "No Proposal" Form (Attachment E) and send to Mike Meleg as directed on the form.
7. One completed original copy of the Guidelines for Contractor and Vendor Disposal of Waste Form (Attachment F) must be submitted with your proposal package.
8. No taxes are to be included in any proposal or proposal price. Generally, states and political subdivisions are exempt from Federal taxes, such as excise and transportation. To the extent any sales, import or other taxes apply they are to be invoiced as a separate item.
9. Bidders are urged to compute all discounts for prompt payment into the proposal prices, with terms of payment to be Net 30 days. Such proposals may receive preference. If a cash discount is proposed and accepted, it will be considered earned if paid within 30 days after receipt of correct invoice or acceptance of goods, whichever is later.
10. Trade discounts, when quoted, should be reduced to a single percentage.
11. Any proposal or bonds signed by an agent or attorney-in-fact shall be accompanied by evidence of authority.
12. It is the Vendor's responsibility to have the proposal correctly marked and in the Purchasing Office by the specified date and time for opening. **NO EXTENSIONS WILL BE GRANTED.**
13. The College will not reimburse the Vendors for any work associated with the submission of this proposal.
14. The College will evaluate all proposals and anticipates it will award a Contract no earlier than September 17, 2010. The College reserves the right to accept and/or reject any or all proposals or parts thereof.

**Attachment A
12 Month Usage, by Campus**

East Campus

Am San Item Number	Description	UOM	12 Month Usage. East Campus	Price Each	Extended Price
IMP5906	RED/WHITE GENERAL PURPOSE TRIGGER	EA	24	\$	\$
				\$	\$
IMPSPBOCO32	SPRY BTL W/TRIG SPRYR 32OZ	BT	12	\$	\$
				\$	\$
JWP04071	VECTRA HIGH PERFORMANCE FINISH 5GL	BX	3	\$	\$
				\$	\$
JWP04151	OVER & UNDER PLUS FLOOR SEALER 5GL	BX	2	\$	\$
				\$	\$
JWP04252	TANNIN STAIN REMOVER RTU QT	CS	2	\$	\$
				\$	\$
JWP04616	FREEDOM NO-RINSE SPEED STRIPPER 5GL	BX	3	\$	\$
				\$	\$
JWP04751	CONQ-R-DUST MOP TREATMENT EA	CS	1	\$	\$
				\$	\$
JWP04832	ENDBAC II SPRAY DISINFECTANT EA	CS	3	\$	\$
				\$	\$
JWP4489587	JONCRETE SUP ADP SEAL 5G/BIB	PL	1	\$	\$
				\$	\$
JWP5002620	LIQUID DEFOAMER RTU 6QT/CS	CS	1	\$	\$
				\$	\$
JWP5104583	JONCRETE MATTE CONCRETE SEALER	PL	1	\$	\$
				\$	\$
KCC01005	SCOTT HARD ROLL TOWEL 1PLY	CS	42	\$	\$
				\$	\$
KCC05800	WYPALL L30 GEN PURP WIPER POP UP	CS	7	\$	\$
				\$	\$
KCC09736	IN-SIGHT LEV-R-MATIC II RL TWL DISP	EA	1	\$	\$
				\$	\$
MMM23582	25L BLK TNF QUAT DISINFEC CLEANER	EA	3	\$	\$
				\$	\$
MMM23896	13L BLK TNF FRESH SCENT DEOD	CS	2	\$	\$
				\$	\$
MMM23896	13L BLK TNF FRESH SCENT DEOD	EA	12	\$	\$
				\$	\$
MMM23902	3H BLK TNF NEUTRAL CLEANER	EA	12	\$	\$
				\$	\$
MMM23915	1L BLK TNF GLASS CLEANER	CS	5	\$	\$
				\$	\$

MMM23915	1L BLK TNF GLASS CLEANER	EA	2	\$	\$
				\$	\$
OSSSW4010	SWEEPING CMPD NBR1 GR 80LB/BG	BG	1	\$	\$
				\$	\$
REN02018	RENOWN 20IN BLACK STRIPPING PAD	CS	1	\$	\$
				\$	\$
REN02038	RENOWN 20IN BLUE CLEANING PAD	CS	1	\$	\$
				\$	\$
REN02048	RENOWN 20IN RED BUFFING PAD	CS	1	\$	\$
				\$	\$
REN02068	RENOWN 20IN WHITE POLISHING PAD	CS	1	\$	\$
				\$	\$
REN02127	PREMIUM FINISH LOOP MOP LG 1IN HB	EA	4	\$	\$
				\$	\$
REN02430	PREMIUM BLEND LOOP MOP LG WHITE 1IN	EA	30	\$	\$
				\$	\$
REN02475	RENOWN FOAM 2000ML DISP DOVE GRAY	EA	2	\$	\$
				\$	\$
REN02498	RENOWN 2000ML FOAM PINK LOTION SOAP	CS	19	\$	\$
				\$	\$
REN02613	QUIK-CHANGE 24X5 DUST MOP FRAME	EA	0	\$	\$
				\$	\$
REN02619	1X60 QUIK-CHANGE WOOD DUST MOP HNDL	EA	12	\$	\$
				\$	\$
REN02814-UC	RENOWN BACTERIAL DIGESTANT QT	CS	2	\$	\$
				\$	\$
REN02839-UC	RENOWN BLUE 9 HCL ACID BOWL CLNR QT	CS	1	\$	\$
				\$	\$
REN03000-FR	PARA URINAL 3OZ CHERRY TOSS BLOCK	BX	31	\$	\$
				\$	\$
REN03000-FR	PARA URINAL 3OZ CHERRY TOSS BLOCK	CS	1	\$	\$
				\$	\$
REN03012-FR	FLAT URINAL SCREEN BLU BUBBLEGUM	PK	8	\$	\$
				\$	\$
REN03526-CT	PREMIER LCD AEROSOL DISP WHITE	EA	9	\$	\$
				\$	\$
REN03528-CT	PREMIER COTTON FRESH METERED AERO	CS	6	\$	\$
				\$	\$
REN05121	32OZ BOTTLE W/GRADUATIONS	EA	24	\$	\$
				\$	\$
REN05241	LTX REUSABLE GLV 18ML FLOCKLINE LG	PR	12	\$	\$
				\$	\$
REN06126-WB	SINGLE RL BATH TISSUE 2PLY 3-7/8X4	CS	47	\$	\$
				\$	\$
REN08051	PROTEAM SUPERCOACH MEGA VAC BAG	PK	2	\$	\$
				\$	\$

REN23200-CL	32.5X45 32GL 1.2ML GRY LO LINER COR	CS	29	\$	\$
				\$	\$
REN25515-CL	36X58 55GL 1.1ML BLK LO-D LINER FLT	CS	22	\$	\$
				\$	\$
UNGWS35U	ORIG STRIPWASHER 14IN SLEEVE REFILL	EA	3	\$	\$
				\$	\$
WIN1825	MOTOR FILTER	EA	1	\$	\$
				\$	\$
WIN1878	EXHAUST FILTER 370/470	EA	2	\$	\$
				\$	\$
WIN2046	BRUSH STRIP, 14IN U19838	EA	2	\$	\$
				\$	\$
WIN4028	BRUSH STRIP, 18IN MODEL U19840	EA	1	\$	\$
				\$	\$
WIN5300CS	SENSOR/VERSAMATIC PLUS VAC BAG PK	PK	2	\$	\$
				\$	\$
	East Campus Sub Total			\$	\$

Quad Cities Campus

AmSan Item Number	Description	UM	12 Month Usage. Quad Cities Campus	Price Each	Extended Price
ADV9096230000	HOSE,VACUUM	EA	1	\$	\$
				\$	\$
BET1840500	EXTREME FLOOR STRIPPER 5GL/PL	PL	5	\$	\$
				\$	\$
BWP88400	WAGON WHEEL 4RL BATH TISS DISP	EA	17	\$	\$
				\$	\$
CLO01594	CLOROX WIPES LEMON SCENTED 35COUNT	CS	15	\$	\$
				\$	\$
CMS36257N00	10 IN XTRA STIFF NYLON SPOTTING BRUSH 12/CS	CS	1	\$	\$
				\$	\$
CSM364400	TAPERED WOOD HANDLE ADAPTER 6/EA	CS	1	\$	\$
				\$	\$
FRMVOBAN-1	VOBAN ABSORBANT PWD DRY GRANULE 1LB 24/EA	CS	1	\$	\$
				\$	\$
GOJ9652-12	PURELL INSTANT HAND SANITIZER PUMP	CS	4	\$	\$
				\$	\$
GRP5056	GUM-BOY PUTTY KNIFE 1 1/4IN	CS	4	\$	\$
				\$	\$
HOSMT-4	FOLDED MAXITHIN MAXI PAD VEND BOX	CS	4	\$	\$
				\$	\$
HOST500	VEND TUBE TAMPAX TAMPON REG	CS	4	\$	\$
				\$	\$
IMP7332	PROTOGUARD CLEAR/CLEAR COATED	EA	36	\$	\$
				\$	\$
IMP7334BA	FRONTRUNNER BLACK/CLEAR SAFETY GLASSES ANTI-FOG 12/PK 12PK/CS	EA	10	\$	\$
				\$	\$
IMP7354	RED/WHITE BLOODBORNE PATHOGEN KIT W/O DISINFECTANT 6KT/CS	CS	10	\$	\$
				\$	\$
IMP8708	28X46 DISPOSABLE APRON 1.25MIL	CS	3	\$	\$
				\$	\$
IMP9908	TNF 8L LABEL GEN-PURPOSE CLEANER 10/PK	PK	10	\$	\$
				\$	\$
IMPSPBOCO32	SPRY BTL W/TRIG SPRYR 32OZ	BT	35	\$	\$
				\$	\$
JWP03730	EXTRACTION RINSE CONCENTRATE GL	CS	20	\$	\$
				\$	\$
JWP03844	EXTRACTION CLEANER CONCENTRATE GL	CS	9	\$	\$
				\$	\$

JWP04192	GENERAL PURPOSE SPOTTER RTU QT WATER BASED 6QT/CS WHITE/MILD	CS	2	\$	\$
				\$	\$
JWP04252	TANNIN STAIN REMOVER RTU QT SPOTTER 6QT/CS CLEAR/FRUITY	CS	2	\$	\$
				\$	\$
JWP04415	SHINE-UP FURNITURE POLISH RTU QT 12QT/CS WHITE/LEMON	CS	6	\$	\$
				\$	\$
JWP17048	DIBS NEUTRALIZER CONDITIONER CT	CS	10	\$	\$
				\$	\$
JWP3062637	RTD VIREX II 256 LT	CS	14	\$	\$
				\$	\$
JWP3062768	RTD VIREXII 256 GERMICIDAL CLNR 5LT	CS	21	\$	\$
				\$	\$
JWP3063453	RTD SPRAY CREW SHOWER,TUB/TILE LT	CS	29	\$	\$
				\$	\$
JWP4122401	FASTRIP POWER STRIPPER 5GL 5GL/BIB YELLOW	BX	10	\$	\$
				\$	\$
JWP4210179	HIGH MILEAGE FLOOR FINISH 5GL	PL	25	\$	\$
				\$	\$
JWP5032360	PRO STRIP HEAVY-DUTY STRIPPER 5GL	PL	30	\$	\$
				\$	\$
JWP5104811	HIGH MILEAGE FLOOR FINISH 5GL	PL	40	\$	\$
				\$	\$
KAISUBGA	SPRAY GUN 1/EA	EA	1	\$	\$
				\$	\$
KCC01005	SCOTT HARD ROLL TOWEL 1PLY	CS	471	\$	\$
				\$	\$
KCC05800	WYPALL L30 GEN PURP WIPER POP UP	CS	2	\$	\$
				\$	\$
KCC09706	IN-SIGHT LEV-R-MATIC ROLL TOWEL	EA	12	\$	\$
				\$	\$
KCC09736	IN-SIGHT LEV-R-MATIC II RL TWL DISP	EA	17	\$	\$
				\$	\$
MMM05241	8550 DOODLEBUG HI PRO PAD 4/10EA/CS	BX	16	\$	\$
				\$	\$
MMM08278	3M 7300 20IN HI PRO STRIPPING PAD	CS	45	\$	\$
				\$	\$
MMM08542	3M 6472 DOODLEBUG PAD HOLDER W/PADS KIT 8440 & 85414EA	CS	3	\$	\$
				\$	\$
MMM19150	3M DOODLEDUSTER HOLDER SMALL 1EA	EA	12	\$	\$
				\$	\$
MMM19223	610 SAFETY-WALK 4INX60FT BLACK G/P	EA	1	\$	\$
				\$	\$
MMM20688	SCOTCH-BRITE 74 M-DUTY SCRUB SPONGE GREEN/YELLOW	CS	2	\$	\$

	6.1X3.6X.7 20EA				
				\$	\$
MMM23581	25H BLK TNF QUAT DISINFEC CLEANER CONC 6/2LT	CS	10	\$	\$
				\$	\$
MMM23630	TNF BLK DISPENSER BLACK CAP	EA	4	\$	\$
				\$	\$
MMM23631	BLK TNF CLEANING CHEMICAL DISP	EA	14	\$	\$
				\$	\$
MMM23896	13L BLK TNF FRESH SCENT DEOD	CS	6	\$	\$
				\$	\$
MMM23901	2L BLK TNF H-D MULTI-SURF CLNR	CS	2	\$	\$
				\$	\$
MMM23902	3H BLK TNF NEUTRAL CLEANER	EA	10	\$	\$
				\$	\$
MMM23915	1L BLK TNF GLASS CLEANER CONC 6/2LT	CS	10	\$	\$
				\$	\$
MMM26320	51L BLK TNF BATH & SHOWER CLEANER CONC 6/2LT	CS	10	\$	\$
				\$	\$
MMM29592	SPP20 20IN SURFACE PREP PAD 10/CS	CS	1	\$	\$
				\$	\$
MMM29595	13IN SURFACE PREP PAD 10/CS	CS	1	\$	\$
				\$	\$
MMM55658	SCOTCH-BRITE 4004CC EASY ERASING PAD 2.8X4.5X1.25 4EA/3BX/CS	CS	2	\$	\$
				\$	\$
RCP253100BK	LOBBYPRO UPRIGHT DUSTPAN BLK	CS	2	\$	\$
				\$	\$
RCP263200GY	BRUTE CONTAINER W/O LID 32GL GRY	CS	6	\$	\$
				\$	\$
RCP263200GY	BRUTE CONTAINER W/O LID 32GL GRY	EA	6	\$	\$
				\$	\$
RCP264000BK	BRUTE DOLLY BLK FOR 2620 2632 2643	EA	6	\$	\$
				\$	\$
RCP264200YL	BRUTE CADDY BAG YELLW FOR 2632 2634	CS	1	\$	\$
				\$	\$
RCP614000WH	SANITARY NAP RECPTL WHT W/RIGID	EA	3	\$	\$
				\$	\$
RCP614100K	WAXED BAG FOR SANITARY NAP RECPTL	CS	2	\$	\$
				\$	\$
RCP617388BK	JANITOR CARTW/ZIP VINYL BAG REPLACES RCP617300BL 1/EA	EA	2	\$	\$
				\$	\$
RCP637500GY	ANGLE BROOM GRY VINYL COAT METAL	EA	36	\$	\$
				\$	\$
RCP757788BR	WAVEBREAK DOWNPRESS 35QT COMBO BRN	EA	3	\$	\$
				\$	\$
RCP757788YL	WAVEBREAK 35QT DOWNPRESS COMBO	EA	7	\$	\$

				\$	\$
RCP9W8700YL	BRUTE RIM CADDY YEL FOR 2641 2643	EA	0	\$	\$
				\$	\$
RCPA21306GR	WEB FOOT SHRINKLESS WET MOP GRN	EA	12	\$	\$
				\$	\$
RCPH1360000	60IN INVADER SIDE GATE MOP HNDL LG	CS	2	\$	\$
				\$	\$
RCPH1360001	60IN INVADER SIDE GATE MOP HNDL LG	EA	12	\$	\$
				\$	\$
RCPQ62000GR	MICROFIBER GEN PURP CLOTH GRN	CS	23	\$	\$
				\$	\$
RCPQ56000YL	18IN QUICK CONNECT MICROFIBER FRAME 6/EA	EA	12	\$	\$
				\$	\$
RCPQ75000YL	58IN HANDLE QUICK-CONNECT YELLOW 6EA/CS (Q750 YELLOW)	EA	10	\$	\$
				\$	\$
REN02011	RENOWN 13IN BLACK STRIPPING PAD 5/EA	CS	10	\$	\$
				\$	\$
REN02018	RENOWN 20IN BLACK STRIPPING PAD	CS	31	\$	\$
				\$	\$
REN02041	RENOWN 13IN RED BUFFING PAD	CS	35	\$	\$
				\$	\$
REN02042	RENOWN 13IN RED BUFFING PAD	EA	50	\$	\$
				\$	\$
REN02061	RENOWN 13IN WHITE POLISHING PAD	CS	80	\$	\$
				\$	\$
REN02068	RENOWN 20IN WHITE POLISHING PAD	CS	20	\$	\$
				\$	\$
REN02097	SWIVEL PAD HOLDER 10EA/CS	CS	1	\$	\$
				\$	\$
REN02108	BROWN UTILITY 4-5/8INX10IN PADS 5/BX - 20/CS.	CS	2	\$	\$
				\$	\$
REN02138	STD 4PLY BLEND LOOP MOP LG BLU 1IN	CS	4	\$	\$
				\$	\$
REN02139	STD 4PLY BLEND LOOP MOP LG BLU 1IN	EA	24	\$	\$
				\$	\$
REN02175	PREMIUM TWIST 24X5 YEL QC DUST MOP	EA	24	\$	\$
				\$	\$
REN02188	BARRIER MED GREEN WET MOP 1HB	EA	84	\$	\$
				\$	\$
REN02269	HD TWIST NAT COTTON 5X12 DUST MOP	EA	6	\$	\$
				\$	\$
REN02271	HD TWIST NAT COTTON 5X24 DUST MOP	CS	5	\$	\$
				\$	\$
REN02274	HD TWIST NAT COTTON 5X48 DUST MOP 12/EA	CS	1	\$	\$
				\$	\$

REN02293	PREMIUM BLEND LOOP LG WHITE MOP 5IN	EA	60	\$	\$
				\$	\$
REN02303	HD 21IN BLEND CARPET BONNET PAD 5/EA	EA	5	\$	\$
				\$	\$
REN02389	STD LOOP MOP NAT 4PLY BLEND LG 1IN HB 12/EA	CS	3	\$	\$
				\$	\$
REN02402	BARRIER QUIK-CHANGE 24X5 DUST MOP	EA	12	\$	\$
				\$	\$
REN02430	PREMIUM BLEND LOOP MOP LG WHITE 1IN HB 12/EA	CS	3	\$	\$
				\$	\$
REN02433	PREMIUM BLEND LOOP MOP MED BLU 1IN HB 12/EA	CS	5	\$	\$
				\$	\$
REN02456	HD UNIV PRO DUST MOP NO LIMIT 60X5 6/EA	CS	1	\$	\$
				\$	\$
REN02475	RENOWN FOAM 2000ML DISP DOVE GRAY 6/EA	EA	2	\$	\$
				\$	\$
REN02498	RENOWN 2000ML FOAM PINK LOTION SOAP	CS	140	\$	\$
				\$	\$
REN02607	15/16X60 PERFORMER FGLASS MOP HNDL	EA	24	\$	\$
				\$	\$
REN02611	QUIK-CHANGE 12X5 DUST MOP FRAME	EA	12	\$	\$
				\$	\$
REN02612	QUIK-CHANGE 18X5 DUST MOP FRAME GREY 12/EA	EA	12	\$	\$
				\$	\$
REN02616	QUIK-CHANGE 48X5 DUST MOP FRAME GREY 12/EA	EA	12	\$	\$
				\$	\$
REN02658	GREEN STRIPE 19IN CARPET BONNET PAD 5/EA	EA	5	\$	\$
				\$	\$
REN02701-UC	RENOWN LIME-RID MILD ACID CLNR QT	CS	14	\$	\$
				\$	\$
REN02839-UC	RENOWN BLUE 9 HCL ACID BOWL CLNR QT 12QT/CS	CS	25	\$	\$
				\$	\$
REN03012-FR	FLAT URINAL SCREEN BLU BUBBLEGUM	PK	139	\$	\$
				\$	\$
REN03016-FR	WATER SOLUBLE LEMON DEODORANT	CS	2	\$	\$
				\$	\$
REN03505-CT	3000 FRAG PREFERENCE METERED PACK	CS	35	\$	\$
				\$	\$
REN03646	18IN MICROFIBER FINISH PAD WHITE	EA	17	\$	\$
				\$	\$
REN03944	DUO SWEEP FLAGGED ANGLE BROOM	CS	3	\$	\$
				\$	\$
REN03947	24IN OMNI SWEEP BROOM PLASTIC BLOCK	EA	1	\$	\$
				\$	\$
REN03961	6IN IRON STYLE HAND SCRUB BRUSH	EA	13	\$	\$
				\$	\$

REN03985	60IN METAL TIP THREAD HNDL 15/16IN	EA	13	\$	\$
				\$	\$
REN05121	32OZ BOTTLE W/GRADUATIONS W/ SCALE 96/EA	EA	1248	\$	\$
				\$	\$
REN05128	BLOODBORNE PATHOGEN KIT	CS	0	\$	\$
				\$	\$
REN05129	BLOODBORNE PATHOGEN KIT	KT	24	\$	\$
				\$	\$
REN05136	LARGE WHITE TOILET BOWL MOP	CS	2	\$	\$
				\$	\$
REN05143	MARK AND STAIN ERASER SPONGE	CS	4	\$	\$
				\$	\$
REN05210	LATEX PWD-FRE DSPBL GLOVE LG 5MIL	BX	150	\$	\$
				\$	\$
REN05211	LATEX PWD-FRE DSPBL GLOVE LG 5MIL	CS	10	\$	\$
				\$	\$
REN05236	NITRILE PWD-FRE DISPOSABLE GLV LG 100/BX 10BX/CS GENERAL PURPOSE	BX	5	\$	\$
				\$	\$
REN05242	LTX REUSABLE GLV 18ML FLOCKLINE XLG	PR	48	\$	\$
				\$	\$
REN05258	33IN/60IN EXTENDED LAMBSWOOL DUSTER 12/EA	CS	2	\$	\$
				\$	\$
REN05259	30IN/45IN TELESCOPE LAMBSWOOL DUSTE	CS	3	\$	\$
				\$	\$
REN05632-US	RT FRESH/CLEAN LAUNDRY DETERG 5GL	PL	8	\$	\$
				\$	\$
REN06126-WB	SINGLE RL BATH TISSUE 2PLY 3-7/8X4	CS	586	\$	\$
				\$	\$
REN06306-HP	SPECIAL WHITE KNIT CLOTH RAG 10LB	BX	19	\$	\$
				\$	\$
REN07004-MS	CARPET RINSE & NEUTRALIZER 4GAL/CS	CS	15	\$	\$
				\$	\$
REN13300-CL	33X40 33GL 19MC BLK HI-D LINER FLT	CS	4	\$	\$
				\$	\$
REN15603-CL	43X48 56GL 17MC NAT HI-D LINER CORL	CS	60	\$	\$
				\$	\$
REN16015-CL	38X58 60GL 19MC BLK HI-D LINER FLT	CS	65	\$	\$
				\$	\$
REN23200-CL	32.5X45 32GL 1.2ML GRY LO LINER COR	CS	435	\$	\$
				\$	\$
REN25515-CL	36X58 55GL 1.1ML BLK LO-D LINER FLT	CS	4	\$	\$
				\$	\$
RLF1973	ECONOMY 3GL SPRAYER POLY 1/EA	EA	1	\$	\$
				\$	\$
SPA3068-12	AIRLIFT TROPICAL DEODORIZER RTU QT	CS	21	\$	\$

				\$	\$
SPA3171-12	GRAFFITI REMOVER SAC RTU QT	CS	3	\$	\$
				\$	\$
SPA4830	CLEAN ON THE GO TRIBASE MULTI PURP	CS	11	\$	\$
				\$	\$
SPA9258	PORTABLE DISPENSING SYSTEM	EA	1	\$	\$
				\$	\$
TOC214500	ADJ SOLUTION FLOW VALVE 1/EA	EA	1	\$	\$
				\$	\$
TOC25754G	SQUEEGEE REAR GUM 3/16IN 1/EA	EA	4	\$	\$
				\$	\$
TOC25755G	SQUEEGEE FRONT GUM 35IN 1/EA	EA	4	\$	\$
				\$	\$
UNGMF40Y	MICRO WIPE H-DUTY MICROFIBER CLOTH	CS	3	\$	\$
				\$	\$
UNGNE350	14IN S CHANNEL WINDOW SQUEEGEE SOFT BLACK/STEEL 10EA	CS	1	\$	\$
				\$	\$
UNGPR450	PRO SS 18IN WINDW SQUEEGEE COMPLETE	EA	10	\$	\$
				\$	\$
UNGRB30C	4IN REPLACEMENT SCRAPER BLADES CARBON STEEL 30/10EA/CS	PK	1	\$	\$
				\$	\$
UNGV350	VISAVERSA 14IN WINDOW SQUEEGEE COMBO WHITE/GREEN 10EA	CS	1	\$	\$
				\$	\$
UNGWC45U	ORIGINAL 18IN STRIP WASHER COMPLETE	CS	0	\$	\$
				\$	\$
UNGWC45U	ORIGINAL 18IN STRIP WASHER COMPLETE	EA	10	\$	\$
				\$	\$
WIN1044	MOTOR FILTER U19836	EA	24	\$	\$
				\$	\$
WIN1084	EXTENSION TUBE U19939	EA	6	\$	\$
				\$	\$
WIN1419	MOTOR VAC 115V VERSAMATIC 1/EA	EA	6	\$	\$
				\$	\$
WIN1477UL	PC BOARD 115V 3 WIRE 1/EA	EA	6	\$	\$
				\$	\$
WIN1534	FILTER VSE EXHAUST	EA	24	\$	\$
				\$	\$
WIN1825	MOTOR FILTER 1/EA	EA	12	\$	\$
				\$	\$
WIN1878	EXHAUST FILTER 370/470 1/EA	EA	12	\$	\$
				\$	\$
WIN2030ER	BRUSH ASM, 14 IN. 1/EA	EA	12	\$	\$
				\$	\$
WIN2046	BRUSH STRIP, 14IN U19838	EA	24	\$	\$

				\$	\$
WIN23011	CORD SET,18/3 SJT RIB X40FT BLU 1/EA	EA	12	\$	\$
				\$	\$
WIN2541UL	WIRE/SWIVEL NECK 3-WIRE	EA	2	\$	\$
				\$	\$
WIN4024	DRIVE BELT 1/EA	EA	12	\$	\$
				\$	\$
WIN4028	BRUSH STRIP, 18IN MODEL U19840 1/EA	EA	6	\$	\$
				\$	\$
WIN5040HG	HOSE, SENSOR GRY 1/EA	EA	12	\$	\$
				\$	\$
WIN5300CS	SENSOR/VERSAMATIC PLUS VAC BAG PK 25PK/10EA/CS	PK	20	\$	\$
				\$	\$
WINPRS3	PRESTO 3 MINI EXTRACTOR SPOTTER 1/EA	EA	1	\$	\$
				\$	\$
	Quad Cities Campus Sub Total			\$	\$
	Grand Total, East Campus and Quad Cities Campus			\$	\$

TERMS AND CONDITIONS (Attachment B)

1. **Acceptance and Rejection:** Black Hawk College reserves the right to reject any and all bids, to waive any informality in bids and, unless otherwise specified by the bidder, to accept any item in the bid. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.
2. **Time for Consideration:** Additional consideration may be given to bids allowing not less than 30 days for review and acceptance.
3. **Resale Price Maintenance:** Black Hawk College opposes resale price maintenance in public bidding, and bid prices based on this or other anticompetitive practice will be subject to appropriate remedies.
4. **Non-Discrimination and Affirmative Action:** The Vendor agrees not to discriminate against any client, employee, or applicant for employment or services because of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental, or physical disability with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; rendition of services. It is further understood that any Vendor who is in violation of this clause or any applicable affirmative action program shall be barred forthwith from receiving awards of any purchase order from the State unless a satisfactory showing is made that discriminatory practices or noncompliance with applicable affirmative action programs have terminated and that a recurrence of such acts is unlikely.
5. **Sexual Harassment:** An amendment to the Illinois Human Rights Act requires eligible bidders for state contracts to implement detailed and specific sexual harassment policies. Every party bidding for and/or obtaining a public contract is required to have written sexual harassment policies that must include, at a minimum, a statement that sexual harassment is illegal, the definition of sexual harassment under state law, a description of sexual harassment (utilizing examples), the party's internal complaint process including penalties, the legal recourse, investigative and complaint process available through the Illinois Human Rights Department and the Commission including directions on how to contact the Department and Commission and the applicability of protection against as provided by the Human Rights Act.
6. **Specifications:** Any deviation from the specification set forth must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and successful bidder will be held responsible therefor. Deviations should be explained in detail.
7. **Manufacturer's Names:** Any manufacturers' names, trade names, brand names, information and/or catalog numbers used herein are for purpose of description and establishing general quality levels. Such references are not intended to be restrictive and equivalent products of any manufacturer may be offered. Determination of equivalency shall rest solely with Black Hawk College.
8. **Information and Descriptive Literature:** Bidders are to furnish all information requested and in the spaces provided on the bid invitation form. Further, as may be specified elsewhere, each bidder must submit with his bid cuts, sketches, descriptive literature, and/or complete specifications covering the products offered. Reference to literature submitted previously does not satisfy this provision. Bids in non-compliance with these requirements will be subject to rejection.
9. **Condition and Packaging:** Unless otherwise defined in the bid invitation or submission, it is understood and agreed that any item offered or furnished shall be new, in current production and in first class condition, that all containers shall be new and suitable for storage or shipment, and that prices include standard commercial packaging.
10. **Safety Standards:** Manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in accordance with any State or local requirements for labeling or re-examination listing or identification marking of the appropriate safety standard organization, such as the American Society of Mechanical Engineers for pressure vessels, the Underwriters' Laboratories and/or National Electrical Manufacturers' Association for electrically operated assemblies, or the American Gas Association for gas operated assemblies. Further, all items furnished by the successful bidder shall meet all requirements of the Occupational Safety and Health Act (OSHA) and State, local, and federal requirements relating to clear air and water pollution.
11. **Samples:** Samples may be requested as a part of the solicitation or after the opening of bids. When requested, they are to be furnished as called for, free of expense, and if not destroyed will upon request be returned at bidder's expense. Bidder's request for return of samples must be made not later than the date on which they are furnished. Bidder shall label each sample individually with bidder's name and item number.
12. **Governmental Restrictions:** In the event any Governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of any item offered on this bid prior to delivery, it shall be the responsibility of the successful bidder to notify the Purchasing Office at once, indicating in his letter the specific regulation which requires such alterations. Black Hawk College reserves the right to accept any such alteration, including any price adjustments occasioned thereby, or to cancel the contract.
13. **Award, Payment, and Assignment:** Award will be made to the responsive and responsible bidder whose bid is most economical according to criteria designated in the solicitation. Acceptance is to be confirmed by purchase order issued by or on part of the using agency, including shipping and billing instructions; the using agency is responsible for all payments. Neither the contract nor payments due may be assigned except with prior written approval of Black Hawk College Purchasing Agent.
14. **Performance and Default:** Black Hawk College reserves the right to require performance bond from successful bidder. Otherwise, in case of default on part of the contractor Black Hawk College may procure the articles or services from other sources and hold the contractor responsible for any excess costs occasioned thereby. The accepted remedies of force majeure will be considered in assessing any contractor default.
15. **Patents:** The contractor agrees to hold and save Black Hawk College, its officers, agents, and employees harmless from liability of any kind, including costs and expenses, with respect to any claim, action, cost, or judgment for patent infringements arising out of purchase or use of equipment, materials, supplies, or services covered by this contract.
16. **Reserved:** (Reserved for including any additional Standard Provisions that may be required.)
17. **Singular - Plural:** Words in the singular number include the plural and these in the plural include the singular, unless the context directs otherwise.
18. **Advertising:** In submitting a bid, bidder agrees not to use the results therefrom as a part of any commercial promotion or advertising without prior approval of Black Hawk College Purchasing Agent.

EXECUTION OF PROPOSAL

**Please provide two originals
(Attachment C)**

IMPORTANT: PLEASE BE SURE YOUR ENVELOPE IS ADDRESSED AND MARKED:

Cleaning Supplies Contract, District Wide, RFP 03-11
Black Hawk College Purchasing Department
6600 34th Avenue
Moline, IL 61265

I have examined the specifications and instructions included herein and agree, provided I am awarded a Contract within **ninety (90) days of August 31, 2010** to provide the specified items and/or services or work as described in the specifications and instructions for the sum in accordance with the terms stated herein. All deviations from specifications and terms are in writing and attached hereto.

COMPANY NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

SIGNED (IN INK) _____

PRINTED NAME _____ DATE _____

TITLE _____

TELEPHONE NUMBER _____ FAX NUMBER _____

ACCEPTANCE OF PROPOSAL

Your proposal is accepted as indicated on this copy.

Date: _____ By: _____

Purchasing Manager, Black Hawk College

VENDOR CERTIFICATION
720 ILCS 5/ ARTICLE 33E
(Attachment D)

Under penalty of perjury, the undersigned hereby certifies that it is not barred from bidding on this Contract as a result of violation of either Section 33E-3 or Section 33E-4 of the Illinois Compiled Statutes 720 ILCS 5/Article 33E, and that this offer has not been arrived at collusively in violation of any law.

Company Name _____

By * _____

Address _____

City/State/ZIP _____

* Must be actual signature in ink of a representative of Vendor authorized to legally commit the Vendor.

Additional Criminal Offenses concerning "Interference with Public Contracting" stated in the Statues include, but are not limited to the following:

- Section 33E-3 Bid-rigging: A person commits a Class 3 felony who colludes with another person(s) with the intent that the bid(s) submitted shall result in the award of a Contract to a particular person.
- Section 33E-4 Bid rotating: A person commits a Class 2 felony who colludes with another person(s) with the intent that the bid(s) submitted shall result in a pattern over time of bid awards being rotated or distributed among those persons.
- Section 33E-6 (d) Interference with Contract submission and award by public official: A person commits a Class A misdemeanor who receives a communication(s) from a public official outside of the formal bid process (e.g., the bid document(s), the pre-bid meeting, etc) concerning the specifications or contractors in a sheltered market, and that information is not made generally available to the public, and as a result reasonably believes the award of the bid is likely influenced, or the information specifies that the bid will be accepted only if specified individuals are included as subcontractors, and the person fails to inform either the Attorney General or the State's Attorney for the county in which the unit of government is located.
- Section 33E-7 Kickbacks: A person commits a Class 3 felony that provides, attempts to provide, or offers to provide, any kickback. A person commits a Class 3 felony that solicits, accepts, or attempts to accept any kickback. A person commits a Class 3 felony that includes the amount of any kickback in the bid price. A person commits a Class 4 felony that fails to report any kickback offer or solicitation to law enforcement officials.
- Section 33E-8 Bribery of inspector: A person commits a Class 4 felony that offers anything to an inspector with the intent of receiving wrongful certification or approval of the work. A person commits a Class 3 felony that accepts such bribe. A person commits a Class 3 felony that fails to report a bribe offer.
- Section 33E-11: A person commits a Class 3 felony that bids despite being barred from bidding due to a violation of Section 33E-3 or Section 33E-4
- Section 33E-14 False Statements: A person commits a Class 3 felony that makes false statements for the purpose of influencing the action of the unit of government in considering a vendor application.
- Section 33E-18 Stringing of bids: A person commits a Class 3 felony that knowingly structures, attempts to structure, or assists in structuring a contract to evade the bidding process.



**COURTESY "NO PROPOSAL" FORM
(Attachment E)**

We respectfully decline submitting a Request for Proposal for:

**CLEANING SUPPLIES CONTRACT, DISTRICT WIDE
RFP 03-11**

Due to:

_____ Previous Commitments

_____ Unable to supply services requested

_____ Other (please specify below)

Contact Person: _____

Company Name: _____

Street Address: _____

City, State and Zip: _____

Telephone: _____

Signature: _____

Date: _____

Vendors who do not submit a Request for Proposal or who do not return this "No PROPOSAL" form may be removed from our Vendor list for these services. Please send this form to:

**Mike Meleg
Purchasing Manager
Black Hawk College
6600 34th Avenue
Moline, IL 61265**

**Phone: (309) 796.5002
Fax: (309) 796.0838
Email: melegm@bhc.edu**

GUIDELINES FOR CONTRACTOR AND VENDOR DISPOSAL OF WASTE (Attachment F)

Black Hawk College is seriously committed to recycling, and the College expects its Contractors and Vendors to share this commitment as well.

All construction debris generated by Contractor/Vendor, as well as all packaging material (cardboard, banding, shipping crates, etc.), must be removed from the Black Hawk College site by the Contractor/Vendor and disposed of in an environmentally-friendly manner (e.g. recycling).

The Contractor/Vendor is responsible for providing its own dumpster; use of the College's dumpster is not allowed.

Your cooperation in recycling and adhering to the disposal of waste guidelines at Black Hawk College is appreciated. Any Contractor or Vendor who intentionally and knowingly disregards these guidelines may be excluded from further proposal considerations.

(Please keep this section for your files.)

(Please send this section with your proposal.)

STATEMENT OF AGREEMENT TO CONTRACTOR AND VENDOR DISPOSAL OF WASTE

I hereby agree to abide by the aforementioned guidelines for Contractor and Vendor disposal of waste.

(Signature – must be in ink)

(Typed or Printed Name)

(Company)

(Date)

**FOR YOUR CONVENIENCE, THE FOLLOWING CHECKLIST WILL ASSIST YOU IN
SUCCESSFULLY SUBMITTING A COMPLETE PROPOSAL**

- | | | |
|---|-----|----|
| 1. Did you include four (4) hard copies of the Proposal Pricing, (one original and three (3) copies), Attachment A? | YES | NO |
| 2. Did you read and do you agree to all terms and conditions, including Attachment B, in this proposal? | YES | NO |
| 3. Did you complete and include two (2) completed original copies of the Execution of Proposal, Attachment C? | YES | NO |
| 4. Did you complete and include the Vendors Certification, Attachment D? | YES | NO |
| 5. Did you complete the Courtesy No Proposal Form, Attachment E if you do not plan on participating? | YES | NO |
| 6. Did you complete and include the Guidelines for Contractor and Vendor Disposal of Waste (Attachment F)? | YES | NO |
| 7. Did you include all of the Proposal Requirements as requested on page 5? | YES | NO |