

STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
GENERAL SERVICES DIVISION  
OFFICE OF PROCUREMENT SERVICES  
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

REQUIREMENTS CONTRACT: UNIFORM AND BUILDING MAINTENANCE RENTALS

CONTRACT No.: RS901209

EFFECTIVE DATES: 02/01/09 to 01/31/12

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. RS901209 that opened on 12/19/08. The evaluation of the bid response(s) has been completed. The bidder(s) listed herein have been determined to be the lowest responsive and responsible bidder(s) and have been awarded a contract for the items(s) listed. The respective bid response, including the [Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions](#), special contract terms & conditions, any bid addenda, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Requirements Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to all State Agencies, State institutions of higher education and properly registered members of the Cooperative Purchasing Program of the Department of Administrative Services, as applicable.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as advertised in the Invitation to Bid.

**SPECIAL NOTE:** State agencies may make purchases under this Requirements Contract up to \$2500.00 using the state of Ohio payment card. Any purchase that exceeds \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

Questions regarding this and/or the Requirements Contract may be directed to:

Gail Harper  
gail.harper@das.state.oh.us

This Requirements Contract and any Amendments thereto are available from the DAS website at the following address:



<http://www.ohio.gov/procure>

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Hugh Quill, Director

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## SPECIAL CONTRACT TERMS AND CONDITIONS

**AMENDMENTS TO CONTRACT TERMS AND CONDITIONS:** The following Amendments to the Contract Terms and Conditions do hereby become a part hereof. In the event that an amendment conflicts with the Contract Terms and Conditions, the Amendment will prevail.

**EVALUATION:** Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders". In addition, the State will: multiply the Estimated Users times (X) Average Industry Changes per Week times (X) the Price per Change of each item designated in the category and then add these totals together to attain the Low Lot Total Cost for each region. Failure to bid all items within a region may result in the Bidder being deemed as not responsive.

**CONTRACT AWARD:** The Contract will be awarded to the lowest responsive and responsible Bidder by low lot total per Bid region. Low lot total will be determined by multiplying the unit cost by the estimated usage listed in the Bid and then adding each of the totals together to arrive at a total for all items. Failure to Bid all items may result in the Bidder being deemed not responsive.

**DESCRIPTIVE LITERATURE:** The Bidder should submit descriptive literature of the supplies or services being offered as part of their Bid Response. The literature will be used in the evaluation process to determine the lowest responsive and responsible Bidder. If not provided as part of the Bid Response, the Bidder must provide said literature within ten (10) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the Bid (e.g. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any Contract and will be disregarded by the State of Ohio. Failure of the Bidder to furnish descriptive literature either as part of their Bid Response or within the time specified herein will deem the Bidder not responsive.

Category A: Descriptive literature of the product(s) bid should be submitted to the Office of State Purchasing with the Bid on the scheduled opening date. Failure to provide the literature as specified may result in the Bidder being deemed as not responsive.

Category B: No descriptive literature required.

**PRODUCT SAMPLES:** The Bidder should submit samples of the supplies being offered as part of their Bid Response. The samples will be used in the evaluation process to determine the lowest responsive and responsible Bidder. If not included as part of their Bid Response, the Bidder will be required to provide the samples within ten (10) calendar days after notification. Failure to provide the samples within the stated time period will result in the Bidder being deemed not responsive. After award of the Contract, the samples will be used as a basis of comparison with actual product delivered under Contract. Any variation between the samples and product being delivered will be considered as an event of default. Any variations between the samples and actual product being delivered that are due to manufacturer changes may be acceptable but shall require prior written approval from DAS.

**Note:** A sample of the name patch, refer Section II, Item O, should be submitted to the Office of Procurement Service with the Bid. If not included as part of their Bid Response, the Bidder will be required to provide the samples within ten (10) calendar days after notification. If Bidder's samples are to be returned you must include a self-addressed return mailing label and sufficient postage for said samples. Failure to comply with this requirement will result in the samples becoming the property of the State of Ohio. The samples of the successful Bidder are to be retained by the Office of Procurement Service until the expiration of this Contract.

**REFERENCES TO ALTERNATE TERMS:** Any reference, which may appear on any price list or literature, to any terms and conditions, such as F.O.B. Shipping Point or Prices Subject to Change, will not be part of any Contract with the successful Bidder(s) and will be disregarded by the State of Ohio.

**SPECIAL CHARGES:** There shall be no assessment, surcharge, small order charge, broken case charge, minimum order charge, single item charge nor any other unspecified additional charge allowed by the State that is not specifically mentioned in this Bid or in any Contract awarded pursuant to this Bid. The Contractor must provide merchandise/service in unit quantity(s) as indicated in the Bid/Bid Response/Contract.

**DELIVERY:** Uniforms, dust control, towels and any other item(s) listed shall be delivered on a weekly basis or as required for store door delivery at each location.

## SPECIAL CONTRACT TERMS AND CONDITIONS

**TRANSPORTATION CHARGES:** The Contractor will be responsible for all transportation charges incurred in the delivery of materials and/or services specified in this Bid and resulting Contract.

**SUBMISSION OF INVOICES:** Upon delivery of supplies or performance of the service, as described on the purchase order/request placed pursuant to the Contract, the Contractor shall submit a "proper invoice", unless otherwise requested by the ordering agency, in quadruplicate, directly to the ordering agency indicated on the purchase order/request. A "proper invoice" is defined as being free from defects, discrepancies, errors, or other improprieties and shall include, but may not be limited to:

- 1) exact Contractor's name and address as listed in the Contract;
- 2) exact Contractor's Federal Tax Identification No. (E.I./T.I.N.);
- 3) exact remittance address as listed in the Contract;
- 4) exact purchase order/purchase request number assigned by the agency;
- 5) exact description, quantity, unit price, total price, etc. as appears on the purchase order/purchase request.

In accordance with Section 126.30, Revised code, and any applicable rules thereto, all agencies shall make prompt payment for any supplies or services acquired from the Contractor. Upon receipt of a "proper invoice", payment, subject to the foregoing provision and, unless otherwise stated in the ITB/Contract, shall be made within thirty (30) calendar days. Defective invoices shall be returned to the Contractor noting areas of discrepancy. When an invoice is returned, the required payment date will be thirty (30) days from the day of receipt of the corrected invoice.

**FIXED-PRICE WITH ECONOMIC ADJUSTMENT:** The Contract prices(s) will remain firm for the first twelve (12) months duration of the Contract. Thereafter, the Contractor may submit a request to increase their price(s) to be effective thirty (30) calendar days after acceptance by DAS. No price adjustment will be permitted prior to the effective date of the increase received by the Contractor from his suppliers, or on purchase orders that are already being processed, or on purchase orders that have been filled and are awaiting shipment. If the Contractor receives orders requiring quarterly delivery, the increase will apply to all deliveries made after the effective date of the price increase.

The price increase must be supported by a general price increase in the cost of the finished supplies, due to increases in the cost of raw materials, labor, freight, Workers' Compensation and/or Unemployment Insurance, etc. Detailed documentation, to include a comparison list of the Contract items and proposed price increases, must be submitted to support the requested increase. Supportive documentation should include, but is not limited to: copies of the old and the current price lists or similar documents which indicate the original base cost of the product to the Contractor and the corresponding increase, and/or copies of correspondence sent by the Contractor's supplier on the supplier's letterhead, which contain the above price information and explains the source of the increase in such areas as raw materials, freight, fuel or labor, etc.

Should there be a decrease in the cost of the finished product due to a general decline in the market or some other factor, the Contractor is responsible to notify DAS immediately. The price decrease adjustment will be incorporated into the Contract and will be effective on all purchase orders issued after the effective date of the decrease. If the price decrease is a temporary decrease, such should be noted on the invoice. In the event that the temporary decrease is revoked, the Contract pricing will be returned to the pricing in effect prior to the temporary decrease. For quarterly deliveries, any decrease will be applied to deliveries made after the effective date of the decrease. Failure to comply with this provision will be considered as a default and will be subject to Provision I.C. "Termination/Suspension" and Provision II. of the "Contract Remedies:" of the "Standard Contract Terms and Conditions".

**COOPERATIVE PURCHASING CONTRACT:** This Contract may be relied upon by Ohio institutions of higher education and Ohio political subdivisions. Ohio political subdivisions include any county, township, municipal corporation, school district, conservancy district, township park district, park district created under Chapter 1545 of the Revised Code, regional transit authority, regional airport authority, regional water and sewer district, port authority or any other political subdivision as described in the Ohio Revised Code. To qualify to use this Contract the political subdivision must be currently enrolled in the State's Cooperative Purchasing Program. Purchases made from this Contract by a political subdivision that is not properly registered with the State's Cooperative Purchasing Program will be a violation of law and may be contrary to the political subdivision's competitive bidding requirements. If a political subdivision or institution of higher education relies upon this Contract to issue a purchase order or other ordering document, the political subdivision or institution of higher education "steps into the shoes" of the State under this Contract.

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The political division's or institution of higher education's order and this Contract are between the Contractor and the political subdivision or institution of higher education. The Contractor must look solely to the political subdivision or institution of higher education for performance, including payment. The Contractor agrees to hold the State of Ohio harmless with regard to political subdivisions and institution of higher education's orders and political subdivision's and institution of higher education's performance. DAS may cancel this Contract and may seek remedies if the Contractor fails to honor its obligations under an order from a political subdivision or institution of higher education.

**CONTRACTOR REVENUE SHARE.** The Contractor must pay the Department of Administrative Services (DAS) a revenue share of the sales transacted under this Contract. The Contractor must remit the revenue share in U.S. dollars within thirty (30) days after the end of the quarterly sales reporting period. The revenue share equals 0.75% of the total quarterly sales reported. Contractors must include the revenue share in their prices. The revenue share is included in the award price(s) and reflected in the total amount charged to ordering agencies which includes both state agencies and political subdivisions using this Contract.

The Contractor must remit any monies due as the result of the close-out report at the time the close-out report is submitted to DAS. The Contractor must pay the revenue share amount due by check. To ensure the payment is credited properly, the Contractor must identify the check as a "Revenue Share" and include the following information with the payment:

Applicable State Term Contract Number, report amount(s) and the reporting period covered.

The Contractor should make the check payable to: Ohio Treasurer Richard Cordray and forward the check to the following address:

Department of Administrative Services  
General Services Division – Term Contract Program  
4200 Surface Road  
Columbus, OH 43228-1395

If the full amount of the revenue share is not paid within thirty (30) calendar days after the end of the applicable reporting period, the non-payment constitutes a Contract debt to the State. The State may either initiate withholding or setting off payments or employ the remedies available under Ohio law for the non-payment of the revenue share.

If the Contractor fails to pay the revenue share in a timely manner, DAS may terminate or cancel this Contract.

**USAGE REPORTS:** Every three (3) months the Contractor must submit a report (written or on disk) indicating sales generated by this Contract. The report shall list usage by customer, by line item, showing the quantities/dollars generated by this Contract. The report shall be forwarded to the Office of Procurement Services, 4200 Surface Road, Columbus, OH 43228-1395, Attn: Gail Harper.

**CONTRACTOR QUARTERLY SALES REPORT.** The Contractor must report the quarterly dollar value (in U.S. dollars and rounded to the nearest whole dollar) of the sales, to include both state agencies and political subdivisions, under this Contract by calendar quarter (e.g. January-March, April-June, July-September and October-December). The dollar value of the sale is the price paid by the Contract user for the products and/or services listed on the purchase order or other encumbering document, as recorded by the Contractor.

The Contractor shall be required to report the quarterly dollar value of sales to the Department of Administrative Services (DAS) on a form prescribed by DAS. If no sales occur, the Contractor must show zero. The report must be submitted thirty (30) days following the completion of the reporting period.

The Contractor shall also submit a close-out report within one hundred and twenty (120) days after the expiration of this Contract. The Contract expires upon the physical completion of the last outstanding task or delivery order of the Contract. The close-out report must cover all sales not shown in the final quarterly report and reconcile all errors and credits. If the Contractor reported all Contract sales and reconciled all errors and credits on the final quarterly report, then the Contractor should show zero "0" sales in the close-out report.

SPECIAL CONTRACT TERMS AND CONDITIONS

The Contractor must forward the Quarterly Sales Report to the following address:

Department of Administrative Services  
General Services Division, Term Contract Program  
4200 Surface Road  
Columbus, OH 43228-1395

If the Contractor fails to submit sales reports, falsifies reports or fails to submit sales reports in a timely manner, DAS may terminate or cancel this Contract.

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## SPECIFICATIONS

I. Scope:

These specifications cover uniform, dust control, towel rental and accessories.

II. General Requirements for Uniforms:

- A. Upon inception of the Contract, each individual, at various locations, is to be measured and fitted for new uniforms. The Contractor(s) is to deliver all required uniforms and any other garments to the using agency within thirty (30) calendar days after measurements have been taken. All uniforms are to be acceptable to the immediate supervisor.
- B. The successful Contractor(s) is to furnish uniforms and laundry services as specified herein, on a weekly basis.
- C. For each location, control forms are to be furnished by the Contractor(s), showing the number of items picked up and delivered for each employee and/or location. A copy of the control form is to be left with the building manager or any designated authority. All garments are to be checked in and out and count is to be verified in writing by agency/department supervisor or his/her designee. Any shortage and/or overage is to be noted on the control form.
- D. The Contractor(s) will assign a representative to make scheduled visits to each location, at least once every ninety (90) days, to resolve any problems and to review all garments. (Review: To check condition of garments and to check quantity on hand.)
- E. The successful Contractor(s) will contact the using agencies to arrange a meeting concerning the requirements and usages of the Contract.
- F. Repair Tags: The Contractor(s) will provide repair tags and it is the responsibility of the person wearing the rental clothing to report any damage(s) or repairs needed on the garments.
- G. Repair Policy: Each Bidder is to submit with their Invitation to Bid a letter of certification wherein they spell out their policy regarding repair and upkeep of uniforms. Repaired uniforms or uniform replacements are to be returned with the next regular delivery.
- H. Repairs/Replacement: Acceptance of repaired garments by the using agency will meet with the approval of the immediate supervisor or designated authority. Uniforms will be replaced within five (5) business days when, in the opinion of the immediate supervisor, the uniform is not of an acceptable appearance.
- I. New Uniforms: Upon termination of employment of any person, the Contractor(s) will provide for their replacement new uniforms at no additional cost to the State of Ohio. Such service will also be provided for new employees. Delivery of new uniforms will not exceed thirty (30) days.
- J. Long/Short Sleeves: The director of the using agency will determine if and when long sleeve or short sleeve shirts are to be provided. The agency director or his/her designee is to give the Contractor(s) thirty (30) calendar days advance written notice to allow for proper changeover.
- K. Uniform Pressing: All uniform items are to be pressed and delivered on hangers. Note: Security shirts will not have wrinkles in collars, pockets, cuffs or button closure placket.
- L. Emergency Service: The Contractor(s) will have the capability to furnish twenty-four (24) hour emergency uniform service, when requested.
- M. Penalty: A penalty of five (5%) percent may be assessed by the designated authority for each agency for late delivery of uniforms including replacements. Repeated violations of this clause may be cause for cancellation of this Contract.

## SPECIFICATIONS

- N. Emblems: The emblems will be provided by the Contractor(s) and will measure 2" x 4" to 4-1/2" with two colors and are to be of the highest commercial quality, bleached white twill base material vat dyed thread. Edges will be serged in the color required by the using agency. Lettering is to be embroidered in script or block (per agency). Emblems are to be sewn on by the Contractor(s), using a zigzag stitch or pinbond (patented) Purmabond.
- O. Patches, Name: The name patch is to be provided by the Contractor(s) and is to measure 1" x 1-1/2" x 3" or 3-1/2", two color and is to be of the highest commercial quality, bleached white twill base material vat dyed thread. Edges are to be serged in the color required by the using agency. Lettering is to be in embroidered script or block (per agency). Patch is to be sewn on by the Contractor(s), using a zigzag stitch or pinbond (patented) Purmabond. The ordering agency will advise the Contractor(s) of the name of the employee that is to appear on the patch.
- P. Direct Embroidery: The embroidery is to be provided by the Contractor(s) in script or block print (per agency). The ordering agency will advise the Contractor(s) of the first name of the employee and/or the agency name that is to appear on the shirt. Upon termination of employment of any person or the article of clothing's life expectancy has elapsed, the using agency will buy back at the stipulated depreciation value. See depreciation formula on price schedule on page 27.
- Q. Hanger Locker and Repair Bin: The Contractor(s) is to furnish, at no cost to the State of Ohio, "Change-O-Matic" hanger lockers (or hanger lockers whose specifications meet or exceed "Change-O-Matic" hanger lockers) in sufficient number, one (1) per employee and one (1) repair bin per location if required by the agency.
- R. Additions: Agencies and locations may be added or deleted during the life of the Contract at no increase in cost to the State.
- S. Annual Usage: The usage indicated for Bid purposes is an estimate only, which may be more or less; individual orders may vary in quantity depending upon agency need.
- T. The Contractor(s) agrees to provide the State of Ohio with textile leasing services comparable to industry standards in the area. Termination of this Contract may be exercised by the State if the Contractor(s) is unable to reasonably resolve any service deficiency, reported in writing by the customer, thirty (30) days after receipt of such written notification.
- U. In quoting, Bidders should take into consideration that this Contract will be one hundred and fifty six (156) weeks; however, each employee will average approximately 5 to 6 weeks vacation and/or sick leave. Further, any employee who is forced into extended sick leave will not be charged for weekly service beginning with the fourth week of sick leave.
- V. Contractor's Responsibilities: The Contractor(s) will assume sole responsibility for providing the products and/or services stipulated in this Bid regardless of the fact that these requirements may be produced or manufactured by others.
- W. Bidder's Qualifications: Bidders are required to have been in the Uniform Service/Building Maintenance Supply Rental business, providing the type of uniform clothing/services as specified in this Bid, for a minimum of three (3) years, to qualify for bidding. Bidders should submit documentation of their company background and supportive information of the minimum requirement.

## SPECIFICATIONS

### III. SPECIFIC REQUIREMENTS:

#### A. Category A Uniforms: Men's & Ladies:

All uniforms are to be Red Kap, Workman, Wrangler, Hartwell, Universal or other manufacturers whose uniform specifications meet or exceed the specifications for the items listed herein. Security shirts may be Clifton, Visa by Millikin or Command by Flying Cross or other manufacturers whose shirt specifications meet or exceed the specifications for the security shirts listed herein.

Using agency shall specify gender, long/short sleeve, size and color recognizing that all colors are not available in both genders on every item.

1. Unisex Solid Color Shirt: 65/35 Dacron Polyester/Cotton, 4-1/2 oz. leno fabric with durable press w/soil release finish, long and/or short sleeve as required, 2 button through pockets, fully lined cuffs and collar with stays. Additional features will include six buttons, gripper at the neck, pencil slot in the left pocket and stitched-down front facing.

Suggested Colors: White, Blue, Gray, Tan.

2. Unisex Striped Shirt: Yarned-dyed stripes, 65/35 Dacron Polyester/Cotton, 4-1/2 oz. poplin, leno, or 3.6 oz. broadcloth fabric with durable press w/soil release finish, long and/or short sleeve as required, 2 button through pockets, fully lined cuffs and collar with stays. Additional features will include six buttons, gripper at the neck, pencil slot in the left pocket and stitched-down front facing.

Suggested Color: Gray/White stripe.

3. Unisex Security Shirt: 100% Polyester Texturized or 65/35 Poly/Cotton, 4-1/4 oz. poplin with durable press w/soil release finish, long and/or short sleeve as required, center placket front, lined collar and cuffs. Additional required features include seven buttons, two 1-1/4" fake pockets w/flaps, epaulets and badge tab with buttonhole eyelet's and sling. Using agency to specify shirt material.

Suggested Color: White.

4. Unisex Polo Shirt: 50% polyester, 50% combed cotton jersey with a fashion knit collar, three button placket with reinforced box, white pearl buttons, tailored construction, double needle cover stitched bottom hem. The left front pocket has an interlined top-stitched opening. Long and/or short sleeve as required. First name directly embroidered on shirt as required. If shirt is embroidered the using agency will buy back at the stipulated depreciated value. See depreciation formula in price schedule.

Suggested Color: White, Navy, Maroon

5. Unisex Polo Shirt: 100% combed cotton pique with a fashion knit collar, woodtone two-button clean finished placket with reinforced box, extended tail with side vents. With or without pocket as required short sleeve. First name directly embroidered on shirt as required. If shirt is embroidered the using agency will buy back at the stipulated depreciated value. See depreciation formula in price schedule.

Suggested Color: Hunter Green, Burgundy, Black

6. Men's Executive Button Down Shirt: 70/30 combed cotton/polyester, yarn dyed long sleeve oxford shirt with lined topstitched button down collar, lined cuffs and topstitched with two pleats. Additional required features include tailored sleeve placket, box pleat back, left chest pocket, seven buttons, center pleat placket front.

Suggested Colors: White, Lt. Blue, Gray/White stripe, Red/White stripe, Blue/White stripe.

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7. Men's Safety Shirt: 100% cotton safety shirt. Long and/or short sleeve as required.  
Suggested Colors: Charcoal, Blue, White, Tan, Green
8. Men's & Ladies Trouser: Men's- 65/35 Polyester/cotton, 7-1/2 oz. twill with CRF finish; Ladies- 65/35 Poly/cotton, 8-1/4 oz. twill with durable press finish and front darts. Heavy duty brass zipper, button closure, two slack front and two set-in hip pockets, Rocap waist band construction and/or side elastic waist.  
Suggested Colors: White, Blue's, Gray's, Tan's.
9. Security Trouser: 100% Polyester or 65/35 Poly/Cotton, 7 or 7-1/2 oz. twill with CRF or durable press finish. Rocap or Ban-Rol waistband, hook and eye closure, zipper, 2 quarter-top pockets, 2 set-in single welted hip pockets.  
Suggested Color: Black.
10. Safety Trouser: 100% cotton safety trouser.  
Suggested Colors: Charcoal, Blue, White, Tan, Green
11. Unisex Side Elastic Trouser: 65/35 polyester/combed cotton twill with side elastic waist inserts, pleated front, two slack style front pockets, two hip pockets.  
Suggested Colors: Brown, Charcoal, Navy, Spruce Green, Tan, White
12. Men's Pleated Twill Trouser: 65/35 polyester/cotton brushed twill with double pleated front, double hook and eye closure, two front pockets, two hip pockets.  
Suggested Colors: Black, Charcoal, Khaki, Navy
13. Men's Prewashed Jeans: 13.75oz. 100% cotton denim prewashed, relaxed fit blue jeans, 5 pockets  
Suggested Color: Blue
14. Men's Shorts: 65/35 polyester/combed cotton with button closure. Two slack style front pockets, two hip pockets, 6" seam.  
Suggested Colors: Black, Charcoal, Khaki, Navy
15. Unisex Coveralls: 65/35 polyester/combed cotton, 7 1/2 oz. twill with durable press finish and topstitched collar. Additional required features include 2 way brass zipper, hemmed sleeves, 2 front pockets, 2 breast and patch hip pockets, rule pocket, action back, side vent openings and gripper at top of zipper and at neck.  
Suggested Colors: Blue's, Brown's.
16. Ladies Pantsuit (Loose Smock and Pants): Pant is to be 80/20 polyester/combed cotton, 5-1/4 oz. blended poplin with durable press w/soil release finish, full elastic waistband, 2 set-in pockets, stitched down front crease. Smock is to be 80/20 polyester/combed cotton 3/4 sleeve, princess seams and sewn-on back belt, loose fit, 6 buttons, 2 lower pockets, shoulder darts.  
Suggested Colors: Lt. Blue, Gray's, Brown's, Navy
17. Ladies Princess Style Dress: 80/20 polyester/combed cotton, 5-1/4 oz. blended poplin with durable press w/soil release finish, 2 piece lined collar, 2 lower pockets, sewn-on back belt 8 button front.  
Suggested Colors: Navy, White, Lt. Blue

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18. Ladies Fitted Smock: 3/4 sleeve, 80/20 polyester/combed cotton, 5-1/4 oz. blended poplin with durable press w/soil release, princess seams and sewn on back belt. Additional required features include six (6) front buttons, 2 lower patch pockets, adjustable 3/4 length sleeves with button.

Suggested Colors: Navy, White, Lt. Blue.

19. Unisex Cobbler Apron: 80/20 polyester/combed cotton, 5-1/4 oz. blended poplin with durable press w/soil release finish, full front and back coverage, adjustable side ties, 2 front pouch pockets.

Suggested Colors: Blue's, White.

20. Men's & Ladies Lab Coat: Men's to be long sleeve, 80/20 polyester/combed cotton, 5-1/4 oz. blended poplin with durable press w/soil release finish, 5 buttons, left breast pocket with pencil stall, 2 lower pockets, side vent openings, lined collar RG: 41 1/2" length, LN: 45 1/2" length. Ladies to be knee length 80/20 polyester/combed cotton 3 piece back with princess seams and bust fitting shoulder darts, 6 buttons, left breast pocket with pencil stall, 2 lower pockets lined collar, 39" length.

Suggested Colors: White, Lt. Blue.

21. Men's & Ladies Short Lab Coat (Lapel/counter): Ladies to be long sleeve, 80/20 polyester/combed cotton, 5 1/4 oz. blended poplin with durable press w/soil release finish, 4 buttons, blazer styling with rounded front, 2 lower pockets and left breast pocket with pencil stall, lined collar. Men's to be the same as the ladies except 3 buttons and plain back.

Suggested Colors: White, Lt. Blue.

22. Unisex Lab Coat: 50% cotton/50% polyester minimum, greater percentage of cotton acceptable, minimum of two lower pockets and one breast pocket, stain resistant, durable press with button front. Knee length, long or short sleeves as ordered. Lab coat to be embroidered with agency logo as ordered.

Suggested Colors: White, Burgundy, Navy

23. Shop Coat: 65/35 polyester/combed cotton, full length, durable press w/soil release finish, 2 lower pockets and 2 breast pockets with pencil stall in left one, 5 concealed grippers, 2 piece collar, side and back vent openings 44 1/2" length.

Suggested Color: Lt. Blue.

24. Slash Pocket Jacket: 65/35 polyester/combed cotton, waist length twill, durable press w/soil release finish, 2 inset slash pockets and patch pocket on left sleeve, brass zipper, lined collar with stays, adjustable 2 button cuffs, adjustable waistband tabs, permanently lined.

Suggested Colors: Gray, Brown's.

25. Eisenhower Jacket: 65/35 polyester/combed cotton, durable press w/soil release finish, Zip-in/zip-out lining or permanently lined, 2 button through breast pockets with flaps, sewn in pencil stall, brass zipper, lined collar, adjustable cuffs, waist length.

Suggested Colors: Gray, Brown's.

26. Warm-Up Jacket: 50% cotton/50% polyester minimum, greater percentage of cotton acceptable, minimum of two lower pockets, raglan sleeves (long sleeve), gripper closure, stain resistant, mid-thigh length, long or short sleeves as ordered. Warm-up Jacket to be embroidered with agency logo as ordered.

Suggested Colors: White, Burgundy, Navy

## SPECIFICATIONS

### B. Category B Building Maintenance Supply Rentals:

1. Treated Floor Dust Mop in Frame:
  - a. 22"
  - b. 30"
  - c. 42"
2. Floor Dust Mop Handle:
  - a. 60"
3. Wet Mop Heads
4. Wet Mop Head Handles
5. Floor Mat:
  - a. 3' x 10'
  - b. 3' x 5'
  - c. 4' x 6'
  - d. 4' x 20'
  - e. 5' x 7'
  - f. 5' x 18'
6. Safety Mat
  - a. 3' x 5'
7. Greeting Mat:
  - a. 3' x 5'
8. Bath/Shower Towel:
  - a. 22" x 44"
9. Kitchen Towel:
  - a. 15" x 28"
10. Shop Towel:
  - a. Red 18" x 18"
11. Air Freshener Canister
12. Dispenser Air Fresh Deodorant
13. Batteries for Air Freshener

Note: Treated dust mops are to come complete on frame ready for attaching to handles.

### IV. CONTRACTOR REQUIREMENTS

- A. The Bidder must furnish proof of a minimum of three (3) years experience, as a company, in providing uniform and maintenance supply rental services.
- B. The Bidder is to supply three (3) references where the Bidder has supplied similar services. References provided by the Bidder must agree to be interviewed by the State concerning the Bidder's services. This list is to include company name, address, telephone number, contact person, number of years providing service, and description of Contracts. Failure to submit references with the Invitation To Bid may result in the Bidder being deemed as not-responsive.

SPECIFICATIONS

V. RENTAL SERVICE LOCATIONS:

DEPARTMENT OF PUBLIC SAFETY:

Dept. of Public Safety, BMV Regional Office  
 Attn: Mary Ann Henniger  
 10948 Hamilton Ave.  
 Cincinnati, OH 45231  
 (513) 742-7516

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5c 4X6 Mat (logo)	2

Dept. of Public Safety  
 Attn: Jeff DuBois  
 1970 West Broad Street  
 Columbus, OH 43223  
 (614) 995-5437

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
4	A1 Shirts, Light Gray	5
4	A8 Trousers, Dark Grey	5
4	9170 Birdseye Performance Knit Shirt	5
	B5c 4X6 Mat (Logo)	16

Dept. of Public Safety, BMV Regional Office  
 Attn: Mike VanSuch  
 1783 Alum Creek Dr.  
 Columbus, OH 43209  
 (614) 995-1995

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5c 4X6 Mat (Logo)	5
	B5g 4X10 Mat	20
	B5h 4X6 Mat, Scraper	7
	B5i 3X5 Mat, Airflex	8
3	9170 Birdseye Performance Knit Shirt	5

INDUSTRIAL COMMISSION OF OHIO:

Industrial Commission Of Ohio  
 Attn: Nancy Johnson  
 1401 West Goodale  
 Columbus, OH 43216  
 (614) 466-2091

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B1c Treated Dust Mop 42" in frame	12
	B2 Dust Mop Handles 60"	3

SPECIFICATIONS

Industrial Commission Of Ohio  
 Attn: Tina Wood  
 30 West Spring Street  
 Columbus, OH 43266-0581

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
12	A19 Lab Coat	3
	B5c Floor Mat 4' x 6'	5

DEPARTMENT OF AGRICULTURE:

Division of Animal Industry  
 Attn: Sam Waltz  
 8995 East Main St.  
 Reynoldsburg, OH 43068  
 (614) 728-6220

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
6	A1 Shirts, White	5
9	A8 Trousers, White	5
6	A14 Coveralls, (Zipper), Blue	5
33	A19 Lab Coats, White	2
1	A20 Lapel/Counter Coat White	2
	B1a Treated Dust mop, 22" in Frame	6
	B2 Dust Mop Handles 60"	2
	B3 Wet Mop Heads	6
	B4 Wet Mop Head Handles	2
	B5a Floor Mats, 3' x 10'	13
	B5b Floor Mats, 3' x 5'	7
	B5c Floor Mats, 4' x 6'	7
	B7 Greeting Mats	4
	B8 Bath Towels	100
	B9 Kitchen towels	100

Division of Weights and Measures  
 Attn: James Truex  
 8995 East Main Street  
 Reynoldsburg, OH 43068  
 (614) 466-5550

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
3	A1 Shirts, White, Blue, Gray, Tan	5
1	A6 Shirts, White, Lt. Blue, Gray, Tan	5
3	A11 Side Elastic Trousers, Brown, Tan, White	5
1	A12 Trouser, Black, Charcoal, Kaki, Navy	5

SPECIFICATIONS

DEPARTMENT OF EDUCATION:

Dept. of Education  
 Attn: Carolyn Johnson  
 2151 Carmack Road  
 Columbus, OH 43221  
 (614) 728-4580

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
3	A20 Lapel/Counter Coat, Red	3

DEPARTMENT OF REHABILITATION & CORRECTION LOCATIONS:

Ohio Penal Industries  
 Attn: Speranca Szana  
 315 Philippi Rd.  
 Columbus, OH. 43228

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
13	A1 Shirts, Gray's, Brown's	5
13	A8 Trousers, Gray's, Brown's	5
13	A23 Jackets,(Eisenhower) Gray, Brown	5
	B1b Treated 30" Dust Mop in Frame	1
	B2 Dust Mop 60" Handle	1
	B5a Floor Mat, 3' X 10'	2
	B5b Floor Mat, 3' X 5'	8
	B9 Kitchen Towels	25

Orient Correctional Institution  
 Attn: Larry Krist  
 11781 State Route 762  
 Orient, OH 43146

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B10 Shop Towels, Red 18" x 18"	350

Dept. of Rehabilitation & Correction  
 Attn: Becky Gunter  
 285 Cozzins St.  
 Columbus, OH 43215

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
10	A1 Shirts, Gray's, Brown's	10
10	A8 Trousers, Gray's, Brown's	10
14	A14 Coveralls, Gray, Brown, Blue	14
2	A23 Jackets,(Eisenhower) Gray, Brown	5
	B5a Floor Mat, 3' x 10'	2
	B5b Floor Mat, 3' X 5'	1
	B5c Floor Mat, 4' X 6'	4
	B10 Shop Towels, Red	375

SPECIFICATIONS

Dept. of Rehabilitation and Correction  
 Attn: Kelly Sanders  
 1050 Freeway Drive N.  
 Columbus, OH 43229

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
4	A1 Shirts, Lt. Blue	5
4	A8 Trousers, Navy	5
4	A13 Shorts, Navy	5
4	A22 Ike Jacket, Navy	5

DEPARTMENT OF MENTAL HEALTH:

Dept. of Mental Health  
 Attn: Carol Wolford  
 Office of Support Services  
 Medical Complex - Bldg-26  
 2150 W. Broad St.  
 Columbus, Ohio 43223-1200  
 (614) 752-0106

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B1a Treated 22" Dust mop in Frame	3
	B1b Treated 30" Dust mop in Frame	3
	B5a Floor Mat 3' x 10' Gray	3
	B5b Floor Mat 3' x 5' Brown, Black, Gray	4
	B5c Floor Mats, 4' X 6'	8
	B7 Greeting Mat 3' x 5'	3
	B11 Air Freshener, Canisters	3
	B12 Dispenser Air fresher, Deodorant	3
	B13 Batteries for Air fresher, Canisters	3

Dept of Mental Health  
 Office of Support Services  
 3201 Alberta Street  
 Columbus, Ohio 43204

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5a Floor Mat 3' x 10' Brown, Gray	4
	B5b Floor Mat 3' x 5' Brown, Black, Gray	4
	B5c Floor Mats, 4'X6' Brown	1
	B6 Safety Mat 3' x 5'	1
	B7 Greeting Mat 3' x 5'	1
	B10 Shop Towels, 18" x 18"	25
	B11 Air Freshener, Canisters	2
	B12 Dispenser Air fresher, Deodorant	2
	B13 Batteries for Air fresher, Canisters	2

SPECIFICATIONS

Dept. of Mental Health  
Appalachian Behavioral Healthcare  
Athens Campus  
Attn: Dave Mayles  
100 Hospital Drive  
Athens, OH 45701  
(740) 594-5000

<u>Employees</u>	<u>Description</u>	<u>Changes Bi-Weekly</u>
	B5c FloorMat 4' x 6', Slate	11
	B5b Floor Mats 3' x 5' Slate @ quality slogans	4

Dept. of Mental Health  
Appalachian Behavioral Healthcare  
Washington County Community Mental Health Services  
Attn: Dave Mayles  
118 Putnam Street  
Marietta, OH 45750  
(740) 374-6989

<u>Employees</u>	<u>Description</u>	<u>Changes Bi-Weekly</u>
	B5c FloorMat 4' x 6', Slate	2
	B5b Floor Mats 3' x 5' Slate	1
	B5a Floor Mats 3' x 10'	3

DEPARTMENT OF YOUTH SERVICES:

Columbus Region  
Attn: Cherlyn A. Williams  
1040 Alum Creek Drive  
Columbus, OH 43209  
(614) 466-4676

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5c FloorMat 4' x 6', Slate	3
	B5a Floor Mats 3' x 10'	6
	B7 Greeting Mats	1

DEPARTMENT OF ADMINISTRATIVE SERVICES:

General Services Division West  
 Attn: Tom DeVoe  
 4200 Surface Road  
 Columbus, Ohio 43228-1395

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
16	A3 Security Shirt, White	11
16	A9 Security Trouser, Black	11
	B5a Floor Mats, 3' x 10'	12
	B5a Floor Mats, 3' x 10'	12
	B5b Floor Mats, 3' x 5'	4
	B5b Floor Mats, 3' x 5'	9
	B5c Floor Mats, 4' x 6'	5

Dept. of Education Bldg.  
 Attn: Bob White  
 25 South Front Street  
 Columbus, OH 43215

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
7	A3 Security Shirt, White	11
7	A9 Security Trouser, Black	11
	B5a Floor Mats 3' x 10' Gray	12 ea. Winter, 8 ea. Summer
	B1b Treated 30" Dust Mop in Frame	18
	B2 Dust Mop Handles 60"	9

Dept. Job and Family Services Bldg.  
 Attn: Bob White  
 145 S. Front Street  
 Columbus, OH 43215

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B1b Treated 30" Dust Mop In Frame	10
	B2 Dust Mop Handles 60"	36

Dept. Job and Family Services Bldg.  
 Attn: Charles Caito/Harold Ray  
 35 & 246 E. Chestnut Street  
 Columbus, OH 43215

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
8	A3 Security Shirt, White	11
8	A9 Security Trouser, Black	11
	B5b Floor Mats, 3' x 5'	7
	B5a Floor Mats, 3' x 10'	12 (10/01 - 5/31)
		10 (06/01 - 9/30)
	B5d Floor Mats, 4' x 20'	1
	B5e Floor Mats, 5' x 7'	3 (10/01 - 05/31)
		5 (06/01 - 09/30)
	B5f Floor Mats, 5' x 18'	7 (10/01 - 05/31)

SPECIFICATIONS

NORTHERN REGION

RENTAL SERVICE LOCATIONS:

DEPARTMENT OF MENTAL HEALTH:

Northcoast Behavioral Healthcare System - Cleveland Campus  
 Attn: Jeff Comfort  
 1708 Southpoint Drive  
 Cleveland, OH 44109  
 (330) 467-7131

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
61	A21 Unisex Lab Coat	3
61	A25 Warm-Up Jacket	3

Northcoast Behavioral Healthcare System – Northfield Campus  
 Attn: Jeff Comfort  
 1756 Sagamore Road  
 Sagamore Hills, OH 44067  
 (330) 467-7131

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
85	A21 Unisex Lab Coat	3
85	A25 Warm-Up Jacket	3

Northcoast Behavioral Healthcare System – Toledo Campus  
 Attn: Jerry Walker  
 930 S. Detroit Avenue  
 Toledo, OH 43614  
 (419) 381-1881

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
51	A21 Unisex Lab Coat	3
51	A25 Warm-Up Jacket	3

Heartland Behavioral Healthcare – Massillon Campus  
 Attn: Patricia Eddleman  
 3000 Erie Street South P. O. Box 540  
 Massillon, OH 44646  
 (330) 833-3135

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
16	A1 Unisex Solid Shirt	5
15	A5 Polo Shirt	5
16	A8 Unisex Trousers	5
16	A14 Coveralls	2
	B5 Floor Mat 4' x 6'	5
	B5 Floor Mat 3' x 10'	3

SPECIFICATIONS

DEPARTMENT OF PUBLIC SAFETY:

Dept. of Public Safety, BMV Regional Office  
Attn: Kathy Pritchard  
306 2<sup>nd</sup> Str.  
Canton, OH 44702  
(330) 471-1799

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5c 4X6 Mat (Logo)	1

Dept. of Public Safety, BMV Regional Office  
Attn: Kelli Willson  
12,000 Snow Rd.  
Parma, OH 44130  
(440) 845-1192

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5b 3X5 Mat (Logo)	2

Dept. of Public Safety, BMV Regional Office  
Attn: Diane Hayward  
4400 Heatherdowns Blvd.  
Toledo, OH 43614  
(419) 327-8973

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5c 4X6 Mat (Logo)	2

Dept. of Public Safety, BMV Regional Office  
Attn: Darlene Jones  
242 Federal Plaza West  
Youngstown, OH 44503  
(330) 797-5026

<u>Employees</u>	<u>Description</u>	<u>Changes Per Week</u>
	B5c 4X6 Mat (Logo)	1

SPECIFICATIONS

DEPARTMENT OF TRANSPORTATION (ODOT):

ODOT District 1

1885 North McCullough St., Lima, Ohio 45801 (includes Allen, Defiance, Hancock, Hardin, Paulding, VanWert and Wyandot Counties)

ODOT District 2

317 East Poe Rd., Bowling Green, Ohio, 43402-1330 (Includes Fulton, Henry, Lucas , Ottawa, Sandusky, Seneca, Williams, and Wood Counties)

ODOT District 3

906 North Clark Ave., Ashland, OH 44805 (Includes Ashland, Crawford, Erie, Huron, Lorain, Medina, Richland, and Wayne Counties)

ODOT District 4

2088 South Arlington Street, Akron Oh 44306 (Includes Ashtabula, Mahoning, Portage, Stark, Summit and Trumbull Counties)

ODOT District 5

9600 Jacksontown Road SE, Jacksontown, OH 43030 (includes Coshocton, Fairfield, Guernsey, Knox, Licking, Muskingum, and Perry Counties)

ODOT District 6

400 E. William Street, Delaware, OH 43015 (Includes Delaware, Fayette, Franklin, Madison, Marion, Morrow, Pickaway, and Union Counties)

ODOT District 7

1001 St. Mary's Ave, Sidney, OH 45356-0969 (Includes Mercer, Auglaize, Logan, Shelby, Darke, Miami, Champaign, Clark and Montgomery Counties)

ODOT District 8

505 South St. Rt. 741, Lebanon, OH 45036 (Includes Butler, Clermont, Clinton, Greene, Hamilton, Preble, and Warren Counties)

ODOT District 9

650 Eastern Avenue, Chillicothe, Ohio 45601 (Includes Adams, Brown, Highland, Jackson, Lawrence, Pike, Ross, and Scioto Counties)

ODOT District 10

338 Muskingum Drive, Marietta, Ohio, USA, 45750 (Includes Athens, Gallia, Hocking, Meigs, Morgan, Monroe, Noble, Washington, and Vinton Counties)

ODOT District 11

2201 Reiser Ave. SE, New Philadelphia, Ohio 44663 (Includes Belmont, Carroll, Columbiana, Harrison, Holmes, Jefferson, and Tuscarawas Counties)

ODOT District 12

5500 Transportation Blvd., Garfield Heights, OH 44125 (Includes Cuyahoga, Lake and Geauga Counties)

ODOT Central Office

1980 W Broad Street  
Columbus, OH 43223 (covering all Division locations)

PRICE SCHEDULE - SOUTHERN REGION

CATEGORY A : UNIFORM RENTALS

OAKS ID NUMBER	DESCRIPTION	ESTIMATED USERS	AVERAGE INDUSTRY CHANGES PER WEEK	PRICE PER CHANGE
9384	A1 SHIRTS, UNISEX, SOLID COLOR COLOR: White, Blue, Gray, Tan	46	5	\$ .22
3847	A2 SHIRT, UNISEX STRIPPED, COLOR: Gray/white stripe	1	5	\$ .28
9541	A3 SHIRTS, UNISEX SECURITY COLOR: White	34	5	\$ .49
3848	A4 SHIRTS, UNISEX COMBED, COTTON JERSEY POLO SHIRT, COLOR: White, Navy, Maroon	7	5	\$ .35
9543	A5 SHIRTS, UNISEX PIQUE POLO, COLOR: Hunter Green, Burgundy, Black	1	5	\$ .25
9385	A6 SHIRTS, BUTTON-DOWN, COLOR; White, Lt. Blue, Gray/White Stripe, Red/White Stripe, Blue/White Stripe	1	5	\$ .33
3805	A7 SHIRTS, SAFETY, COLOR: Charcoal, Blue, White, Tan, Green	1	5	\$ .35
9002	A8 TROUSERS, UNISEX COLOR: White, Blue, Gray, Tan, Navy	33	5	\$ .27
9001	A9 TROUSER, SECURITY COLOR: Black	34	5	\$ .35
9706	A10 TROUSERS, SAFETY COLOR: Charcoal, Blue, White, Tan, Green	1	5	\$ .39
4038	A11 TROUSERS, SIDE ELASTIC COLOR: Brown, Charcoal, Navy, Spruce Green, Tan, White	3	5	\$ .27
4037	A12 TROUSERS, PLEATED TWILL COLOR: Black, Charcoal, Khaki, Navy	9	5	\$ .39
14915	A13 MEN'S PREWASHED JEANS, COLOR: Blue	6	5	\$ .37
4036	A14 SHORTS, MEN'S COLOR: Brown, Charcoal, Navy, Tan	7	5	\$ .28
3798	A15 COVERALLS, COLOR: Blue's, Brown's	1	5	\$ .55
3803	A16 PANTSUIT (SMOCK & PANT) COLOR: Lt. Blue, Gray's	1	5	\$ .68
3799	A17 DRESS, PRINCESS, COLOR: White, Lt. Blue, Navy	1	5	\$ .60
3804	9170 SHIRT, BIRDSEYE Performance Knit	9	5	\$ .40
9000	A18 SMOCK, LADIES, 3/4 SLEEVE FITTED, COLOR: White, Lt. Blue, Navy	1	3	\$ .40
8474	A19 APRON, COBBLER STYLE, COLOR: White, Blue's	14	2	\$ .22
3801	A20 LAB COAT, MENS & LADIES, COLOR: White, Lt. Blue	5	3	\$ .29
8533	A21 SHORT LAB COAT, (LAPEL/ COUNTER, COLOR: White, Lt. Blue	1	3	\$ .28

PRICE SCHEDULE - SOUTHERN REGION (Cont'd.)

CATEGORY A : UNIFORM RENTALS

OAKS ID NUMBER	DESCRIPTION	ESTIMATED USERS	AVERAGE INDUSTRY CHANGES PER WEEK	PRICE PER CHANGE
3802	A22 UNISEX LAB COAT COLOR: White, Burgundy, Navy	4	3	\$ .28
9544	A23 SHOP COAT, COLOR: Lt. Blue	15	2	\$ .52
3800	A24 JACKET, SLASH POCKET, COLOR: Gray, Browns	1	1	\$ .50
8476	A25 JACKET, EISENHOWER, ZIP-IN/ ZIP-OUT LINING, COLOR: gray, Brown	1	1	\$ .50
14919	A26 WARM-UP JACKET COLOR: White, Burgundy, Navy	1	3	\$ .29

All garments are the property of the Contractor. Missing garments are to be paid for by the using agency at the price listed below:

OAKS ID NO.: 4039 For Charges Of Missing Garments.

A1	Shirts- Solid	\$ 10.00	A14 Shorts	\$ 10.50
A2	Shirts - Striped	\$ 11.00	A15 Coveralls	\$ 19.00
A3	Security - Shirt	\$ 12.00	A16 Pantsuit	\$ 24.00
A4	Shirts - Polo	\$ 15.00	A17 Dress-Princess	\$ 13.00
A5	Shirts- Polo	\$ 16.00	A18 Smock	\$ 13.00
A6	Shirts - Button Down	\$ 11.50	A19 Apron Cobbler	\$ 8.00
A7	Shirts - Safety	\$ 15.00	A20 Lab Coat	\$ 12.50
A8	Trousers - Unisex	\$ 11.50	A21 Short Lab Coat	\$ 11.50
A9	Trousers - Security	\$ 11.50	A22 Unisex Lab Coat	\$ 12.50
A10	Trousers - Safety	\$ 14.00	A23 Shop Coat	\$ 18.00
A11	Trousers - Side Elastic	\$ 11.50	A24 Jacket – Slash Pocket	\$ 25.00
A12	Trousers - Pleated	\$ 14.50	A25 Jacket – Eisenhower	\$ 25.00
A13	Jeans	\$ 15.00	A26 Warm-Up Jacket	\$ 19.00

OAKS ID NO.: 4040                      Original Value of Item A4 Jersey Polo Shirt                      \$ 18.50  
 Monthly Depreciation (Period of 24 Months)                      \$ .55

OAKS ID NO.: 9065                      Original Value of Item A5 Pique Polo Shirt                      \$ 20.50  
 Monthly Depreciation (Period of 24 Months)                      \$ .55

PRICE SCHEDULE - SOUTHERN REGION

CATEGORY B : BUILDING MAINTENANCE SUPPLY RENTALS

OAKS ID NUMBER	DESCRIPTION	ESTIMATED USERS	AVERAGE INDUSTRY CHANGES PER WEEK	PRICE PER CHANGE
14596	B1a Treated floor dust mops in frames 22"	9	1	\$ .35
8473	B1b Treated floor dust mop in frames 30"	32	1	\$ .40
3797	B1c Treated floor dust mop in frames 42"	12	1	\$ .60
3796	B2 Floor dust mop handles 60"	51	1	\$ .00
9845	B3 Wet Mop Heads	6	1	\$ .59
5093	B4 Wet Mop Head handles	2	1	\$ .00
3792	B5a Floor mats - 3' x 10'	81	1	\$ 2.40
8466	B5b Floor mats - 3' x 5'	16	1	\$ 1.10
8469	B5c Floor mats - 4' x 6'	39	1	\$ 1.50
8471	B5d Floor mats - 4' x 20'	1	1	\$ 5.70
8470	B5d1 Logo Floor mats – 4' X 6'	1	1	\$ 3.50
3795	B5e Floor mats - 5' x 7'	7	1	\$ 2.80
8472	B5f Floor mats – 5' x 18'	7	1	\$ 5.70

Applicable to all Bid prices for both Categories A and B

COST ALLOCATION FOR OPERATIONS PER MONTH (1)				
As a baseline for any future cost increase requests, Bidders shall indicate as a percentage of the total cost what the cost elements are. Sum of the percentage must equal one hundred percent. (Add additional cost elements as necessary)				
Labor Cost	Transportation Cost	Supplier Cost	Laundry Cost	Other
40%	15%	10%	30%	5%

(1) This is not an evaluator, this will be used solely for future price increase request.

PRICE SCHEDULE - SOUTHERN REGION (Cont'd.)

CATEGORY B : UNIFORM RENTALS

OAKS ID NUMBER	DESCRIPTION	ESTIMATED USERS	AVERAGE INDUSTRY CHANGES PER WEEK	PRICE PER CHANGE
3794	*B5g Floor mats – 4' x 10'	20	1	\$ 2.40
3793	*B5h Floor mats – 4' x 6', Scraper	7	1	\$ 1.10
3791	*B5i Floor mats – 3' x 5', Airflex	8	1	\$ 1.00
8467	B6 Safety Mat - 3' x 5'	1	1	\$ 1.25
3790	B7 Greeting Mat - 3' x 5'	9	1	\$ 1.25
5094	B8 Bath/Shower Towel 22" x 44"	100	1	\$ .17
8465	B9 Kitchen Towel 15" X 28"	125	1	\$ .07
14920	B10 Shop Towel Red 18" x 18"	750	1	\$ .04
5092	B11 Air Freshener Canister	5	1	\$ .00
9844	B12 Dispenser Air Fresh Deodorant	5	1	\$ .75
9843	B13 Batteries for Air Freshener	5	1	\$ .00

All building maintenance supplies are the property of the Contractor. Missing supplies are to be paid for by the using agency at the price listed below:

B1a	22" Dust Mop in frame	\$ 6.00	B5f	Floor Mat – 5' x 18'	\$ 150.00
B1b	30" Dust Mop in frame	\$ 6.00	B6	Safety Mat - 3' x 5'	\$ 60.00
B1c	42" Dust Mop in frame	\$ 6.00	B7	Greeting Mat 3' x 5'	\$ 60.00
B2	60" Dust Mop handle	\$ 15.00	B8	Bath/Shower Towel 22" x 44"	\$ 1.00
B3	Wet Mop Head	\$ 10.00	B9	Kitchen Towels 15" x 28"	\$ .54
B4	Wet Mop Head Handle	\$ 15.00	B10	Shop towel 18" x18"	\$ .24
B5a	Floor Mat - 3' x 10'	\$ 90.00	B11	Air Freshener Canister	\$ 6.00
B5b	Floor Mat - 3' x 5'	\$ 50.00	B12	Dispenser Air fresh Deodorant	\$ 6.00
B5c	Floor Mat - 4' x 6'	\$ 70.00	B13	Batteries for Air Freshener	\$ .50
B5d	Floor Mat - 4' x 20'	\$ 150.00			
B5e	Floor Mat - 5' x 7'	\$ 90.00			

OAKS ID NO.: 4041 For charges of missing supplies.

MINIMUM ORDER: Contractor's minimum order amount, if any: \$15.00 per location

PRICE SCHEDULE - NORTHERN REGION

**CATEGORY A : UNIFORM RENTALS**

OAKS ID NUMBER	DESCRIPTION	ESTIMATED USERS	AVERAGE INDUSTRY CHANGES PER WEEK	PRICE PER CHANGE
14991	A1 SHIRTS, UNISEX, SOLID COLOR COLOR: White, Blue, Gray, Tan	16	5	\$ .32
14992	A5 SHIRTS, UNISEX PIQUE POLO, COLOR: Hunter Green, Burgundy, Black	15	5	\$ .34
14993	A8 TROUSERS, UNISEX COLOR: White, Blue, Gray, Tan, Navy	16	5	\$ .48
14994	A14 COVERALLS, COLOR: Blue's, Brown's	16	5	\$ .45
14995	A21 UNISEX LAB COAT, COLOR: White, Burgundy, Navy	197	3	\$ .30
14996	A25 WARM-UP JACKET COLOR: White, Burgundy, Navy	197	3	\$ .30

All garments are the property of the Contractor. Missing garments are to be paid for by the using agency at the price listed below:

OAKS ID NO.: 14997 FOR CHARGES OF MISSING GARMENTS.

A1	Shirts- Solid	\$ 16.00	A14 Coveralls	\$27.00
A5	Shirts- Polo	\$ 20.00	A21 Unisex Lab Coat	\$21.00
A8	Trousers - Unisex	\$ 19.00	A25 Warm-Up Jacket	\$30.00

OAKS ID NO.: 14998                      Original Value of Item A5 Pique Polo Shirt                      \$ 20.00  
    Monthly Depreciation (Period of 24 Months)                      \$ 14.00

**CATEGORY B : BUILDING MAINTENANCE SUPPLY RENTALS**

OAKS ID NUMBER	DESCRIPTION	* ESTIMATED USERS	AVERAGE INDUSTRY CHANGES PER WEEK	PRICE PER CHANGE
14999	B5a Floor mats - 3' x 10'	1	1	\$ 2.10
15009	B5b Floor mats – 3' x 5', Logo	1	2	\$ 3.10
15010	B5c Floor mats - 4' x 6'	1	1	\$ 1.45

All building maintenance supplies are the property of the Contractor. Missing supplies are to be paid for by the using agency at the price listed below:

\* This column contains a constant 1 for evaluation purposes. The actual is unknown.

OAKS ID NO.: 15011-FOR CHARGES OF MISSING SUPPLIES.

B5a.	Floor Mat - 3' x 10'	\$ 85.00
B5b.	Floor Mat - 3' x 5', LOGO	\$ 125.00
B5c	Floor Mat – 4' x 6'	\$ 80.00

MINIMUM ORDER: Contractor's minimum order amount, if any: \$0.00

INVOICING: Invoices should be monthly.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

BID CONTRACT NO.: RS901209-1(01/31/12)



**Southern Region**

0000001479  
Unifirst Corporation  
211 Reynoldsburg-New Albany Road  
Blacklick, OH 43004

TERMS: 2% 10 Days, Net 30 Days

CONTRACTOR'S CONTACT: Stephanie Brubaker

Telephone: (614) 575-9999  
FAX: (614) 575-9799

CONTRACTOR'S E-MAIL ADDRESS:

Stephanie\_brubaker@unifirst.com

Preferred method of receiving purchase orders: FAX to (614) 575-9799

CONTRACTOR AND TERMS:

BID CONTRACT NO.: RS901209-3(01/31/12)



**Northern Region**

00000069737  
Cintas Corporation  
1300 Boltonfield Street  
Columbus, OH 43228

TERMS: Net 30 Days

CONTRACTOR'S CONTACT: Drew Simashkevich

Telephone: (614) 860-9152  
FAX: (614) 878-8965

CONTRACTOR'S E-MAIL ADDRESS:

simashkevicha@cintas.com

Preferred method of receiving purchase orders: e-mail: simashkevicha@cintas.com