



Office of
Procurement Services
Service · Support · Solutions

REQUEST FOR PROPOSAL

RFP NUMBER: CSP908314
INDEX NUMBER: OPI062
UNSPSC CATEGORY: 47131800

The state of Ohio, through the Department of Administrative Services, Office of Procurement Services, on behalf of the Ohio Penal Industries (OPI), a Division of the Ohio Department of Rehabilitation and Correction (DRC), is requesting Proposals for:

Concentrated Janitorial Supplies, Chemicals and Support for Soap Production and Cleaning Products

OBJECTIVE: OPI janitorial manufacturing facility is located at the Southeastern Correctional Institution in Lancaster, Ohio, Fairfield County. The facility currently produces bar soaps with fragrances, environmentally safe products, floor care products, general cleaning products, food service products, personal care products, EPA & FDA registered sanitizing and disinfecting products, laundry care, dish washing and all-purpose cleaners and specialty cleaning products. These products are produced through the procurement of raw materials capable of being blended, diluted and/or repackaged for resale. In order to remain marketable and competitive, OPI has invested extensive research and expertise to ensure the fulfillments of the elements of this RFP will continue to enhance its products and marketing while simultaneously increasing work opportunities for offenders and agency revenue.

RFP ISSUED:	November 6, 2013
INQUIRY PERIOD BEGINS:	November 6, 2013
INQUIRY PERIOD ENDS:	November 20, 2013 at 8:00 AM
PROPOSAL DUE DATE:	November 27, 2013 by 1:00 PM

Offeror must submit both a "Technical Proposal" and a "Cost Proposal" as a part of its Proposal package. These are two separate components which shall be submitted in separate sealed envelopes/packages, clearly identified on the exterior as either "Technical Proposal" or "Cost Proposal" with the respective RFP Number and due date on each. Offeror must submit this signed cover page with its technical Proposal.

Submit Sealed Proposals to:

Department of Administrative Services
Office of Procurement Services
Attn: Bid Desk
4200 Surface Road
Columbus, OH 43228-1395

Note: Please review the [Proposal Instructions](#) on our Web site.

Offeror Name and Address: _____ _____ _____ _____ E-Mail Address: _____ Phone Number: () _____ - _____, Ext. _____	Name/Title: _____ _____ Signature: _____ By submitting a response to this RFP, and signing above, Offeror acknowledges, understands and agrees to comply with the RFP requirements and confirms all the instructions and links have been read and understood.
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TABLE OF CONTENTS

	<u>Section Number</u>
Cover Page (to be signed by Offeror) and Schedule of Events	Cover (Page 1)
Glossary of Terms	Page 2
Executive Summary (Objectives, Background and Scope of Work)	1.0
Evaluation of Proposals	2.0
Cost Summary	3.0
Award of the Contract	4.0
Links to Instructions, Forms, Terms and Conditions and additional resources	5.0
Guide for Proposal Submission	6.0

SUPPLEMENTS-CLICK ON LINK TO VIEW DOCUMENT

Attachment A	Janitorial Product Literature/Specifications Sheet Sample
Attachment B	Product Bottle Label Sample
Attachment C	Product Shipping Label Sample
Attachment D	Raw Materials (Powder) Packaging Label Sample
Attachment E	Raw Materials (Liquid) Packaging Label Sample
Attachment F	Product Catalog Sample
Attachment G	Raw Materials Safety Data Sheets
Attachment H	Finished Products Safety Data Sheets

RFP GLOSSARY OF TERMS

AA:	Affirmative Action
Contractor:	Vendor after Award
CSP:	Competitive Sealed Proposal
DAS:	Department of Administrative Services
EOD:	Equal Opportunity Division
FEI:	Federal Employer Identification
GHS:	Globally Harmonized System of Classification and Labeling of Chemicals
Mandatory:	Must, Will, Shall
MSDS:	Material Safety Data Sheets
OAC:	Ohio Administrative Code
OAKS:	Ohio Administrative Knowledge System (Ohio's Accounting System)
OBG:	Ohio Business Gateway
Offeror:	Vendor Submitting Proposal
OPS:	Office of Procurement Services
ORC:	Ohio Revised Code
RFP:	Request for Proposal
SDS:	Safety Data Sheets
SOS:	Secretary of State
UNSPSC:	The United Nations Standard Products and Services Code

1.0 EXECUTIVE SUMMARY

1.1 INTRODUCTION This is a Request for Competitive Sealed Proposals (RFP) under Section 125.071 of the Ohio Revised Code (ORC) and Section 123:5-1-08 of the Ohio Administrative Code (OAC). The Department of Administrative Services (DAS), Office of Procurement Services, on behalf of the Ohio Penal Industries (OPI), a Division of the Ohio Department of Rehabilitation and Correction (DRC), (the Agency), is soliciting competitive sealed proposals (Proposals) for Concentrated Janitorial Supplies, Chemicals and Support for Soap Production and Cleaning Products. If a suitable offer is made in response to this RFP, the state of Ohio (State), through DAS, may enter into a contract (the Contract) to have the selected Offeror (the Contractor) perform all or part of the Project (the Work). This RFP provides details on what is required to submit a Proposal for the Work, how the State will evaluate the Proposals, and what will be required of the Contractor in performing the Work.

This RFP also gives the estimated dates on page one, for the various events in the submission process. While these dates are subject to change, prospective Offerors must be prepared to meet them as they currently stand.

1.2 CONTRACT PERIOD

Once awarded, the term of the Contract will be from the January 1, 2014 through December 31, 2016. The State may solely renew all or part of this Contract at the discretion of DAS for a period of one month and subject to the satisfactory performance of the Contractor and the needs of the Agency. Any other renewals will be by mutual agreement between the Contractor and DAS for any number of times and for any period of time. The cumulative time of all mutual renewals may not exceed three (3) years and are subject to and contingent upon the discretionary decision of the Ohio General Assembly to appropriate funds for this Contract in each new biennium.

1.3 BACKGROUND

Ohio Penal Industries (OPI) is a training program for offenders in manufacturing, service industries, agriculture, private industry/agriculture and public works under the control of the Ohio Department of Rehabilitation and Correction (DRC) located within or outside DRC's institutions. As of 2011, OPI had 24 operations in 16 different locations, 15 of which are prisons. OPI recorded over \$40 million in total sales for FY13 by providing valuable work opportunities to inmates, in an effort to instill meaningful skills and education that will assist them in re-entry and ultimately reduce recidivism for Ohio tax payers. The Southeastern Correctional Institution specializes in the manufacture of high-quality, institutional janitorial, laundry and personal care products.

1.4 SCOPE OF WORK These specifications cover the chemicals used for the manufacturing and repackaging of cleaning supplies at the Ohio Penal Industries (OPI), Janitorial Facility at Southeastern Correctional Institution, 5900 B.I.S. Road, Lancaster, Ohio 43130.

A. Categories

This RFP contains nine (9) categories:

1. Fragrances
2. Personal Care Products
3. EPA & FDA Registered Sanitizing and Disinfecting Products
4. Floor Care Products
5. General Cleaning Products
6. Laundry Care, Dishwashing and All Purpose Cleaners
7. Specialty Cleaning Products
8. Environmentally Safe Products
9. Food Service Products

B. General Requirements

1. Material Safety Data Sheets (MSDS) shall be sent, by the Contractor, with all initial shipments going to various destinations as ordered after the award of the Contract. Material Safety Data Sheets have been replaced by Safety Data Sheets (SDS) and must be on the new form by Global Harmonization System for both raw materials and finished goods.
2. The Contractor must authorize OPI to use the manufacturer's registration numbers along with the OPI Establishment numbers on disinfectant and sanitizer products purchased through the Contractor.
3. All products delivered to OPI must be in a recycled container or packaging that can and will be returned to the Contractor at the Contractor's expense.
4. OPI, as a re-packager, shall assume full responsibility for the proper re-packaging of any product it purchases as it pertains to bottle, product, cap, carton, labeling including the product itself. OPI shall indemnify and hold harmless the Contractor of any defect in the re-packaging procedure of the alterations of any said product.

5. As required, the Contractor shall provide technical assistance to OPI at its manufacturing facilities in Lancaster, Ohio. Technical assistance is to include, but not limited to, answering questions and support in product chemical formulations and manufacturing problems which may arise.
6. Finished Goods Safety Data Sheets. For all items awarded that are in ready to use package (RTU) form or concentrate form, a proof ready Safety Data Sheet using the Global Harmonization System will be provided to OPI within forty five (45) days of Contract award, for OPI approval prior to implementation.
7. The Contractor will be responsible for raw material labeling. Labels shall include product dilution or mixing rates as it applies for each product that will be reproduced or manufactured.
8. Label Artwork. Label artwork with the OPI Logo and subject to requirements of applicable and respective government requirements, OSHA guidelines and EPA numbers where required for all ready to package and concentrate forms, must be submitted to OPI within forty five (45) days of Contract award, for OPI approval prior to implementation. Contractor must be able to produce and/or reproduce art work for labeling on bottles and shipping cases via positive silk screens as well as supply the information electronically in the most recent version of Adobe or equivalent format.
9. The Contractor will be required to accept all and full responsibility on mandated product labeling changes mandated by chemical suppliers, Environmental Protection Agency and the Food & Drug Administration.
10. The Contractor will be responsible for reviewing and adding of any new products, including bio-preferred or other chemicals, requested by OPI and complete product specifications, labeling and samples for new products.
11. The Contractor will supply special packaging sizes on all new requested products (i.e. 55 gallon drums for liquid and 250 lb. fiber drums for dry powders) sample making purposes.
12. Required Submissions. As specified, required documentation/materials should be submitted with the RFP response. If not submitted with the response, the Offeror must provide the said documentation/materials within three (3) calendar days, after notification, to the Office of Procurement. Failure to provide required submissions within the above-stated time period may result in the Offeror being deemed not responsive.
13. Literature. The following literature is requested to be submitted with the Offeror's Competitive Sealed Proposal (CSP) for all products offered. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the RFP (i.e. 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 Offeror to furnish descriptive literature either as part of their CSP or within the time specified herein may deem the Offeror not responsive.
 - a. Technical Data Sheet(s): Offeror shall submit, with its CSP response, a technical data sheet for each product offered in its CSP response.
 - b. Material Safety Data Sheet(s): Offeror must submit, with its CSP response, a Safety Data Sheet (SDS) for each product offered in its Proposal. The SDS' shall be designed to meet OSHA requirements pursuant to any hazardous effect which may be caused due to any chemical compound and/or formulation of the product offered. If the chemical composition of the compound(s) offered does not contain any hazardous effect, the SDS must indicate same.
 - c. Product Label(s): Offeror shall submit a product label for each product offered in its CSP response. Label must indicate directions for use, recommended usage, and precaution statements. If the product label does not indicate the recommended usage, such information shall be provided on some other documentation (e.g. technical data sheet). Such documentation shall not have been specifically printed for the state of Ohio and shall be information which is freely available as offered to other public and private commercial users.
14. Product Samples. The Offeror may be required to submit samples of the supplies being offered to be review during the evaluation process. If samples are requested the Offeror will be required to provide the samples within three (3) calendar days after notification. Failure to provide the samples within the stated time period will result in the Offeror 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 and shall require prior written approval from DAS.

15. Delivery and Acceptance. Supplies will be delivered to the participating agency within fifteen (15) days after receipt of order. Acceptance (transfer of title) will occur upon the inspection and written confirmation by the ordering agency that the supplies delivered conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, acceptance shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud.
 16. Delivery Notification. Supplies will be delivered to the participating agency Monday through Friday, except state holidays, between the hours of 8:00 a.m. through 2:30 p.m. only. Shipment will be made to the Southeastern Correctional Institution, Ohio Penal Industries (OPI) Warehouse, 5900 B.I.S. Road, Lancaster, Ohio 43130, Attn: Robert Starkey (740) 653-4324 ext. 2098. In the event that a delivery problem cannot be resolved with the institution contact person, contact OPI Purchasing Department, 1221 McKinley Avenue, Columbus, OH 43229 at (614) 752-1053 or fax (614) 752-0303.
 17. Notice to Offerors. Security considerations at the correctional institution could create abnormal delays or rejections of shipment(s). This could be due to a fog alert, emergency lockdown or other inclement weather conditions. It is very important to call Facility Manager prior to sending a truck for delivery. Although these delays are rare they may happen several times per year at an institution.
 18. The Contractor must be able and willing to provide supplemental production capacity to produce identical items, including labeling and packaging, in the event that OPI cannot meet customer requirements due to emergency situation or due to excessive demand at the Contractor's actual costs.
- C. Deliverables. In addition to supplying the janitorial products listed herein the Contractor will be also be required to provide the following services to OPI. The cost of these services shall be incorporated into the pricing for the provided products.
1. Environmental/ Safety & Health Department: In an effort to effectively monitor and to ensure compliance with all governing regulations that is associated with this Contract, the Contractor shall provide the following to OPI at no additional charge:
 - a. A computer-based program (i.e. Adobe or equivalent) will identify each janitorial product by its Product Name and Product Number.
 - b. For each product, a link shall be provided that will allow the user to access Safety Data Sheets, Product Specifications, Safety Posters, Proper Mixing Ratios, Proper Usage Procedures and any other pertinent data as determined by the industry standards. Any suggested or required personal protective equipment, recommended precautions and/or cleaning/housekeeping procedures must be listed. Primary and secondary labels must also be available via this link.
 2. Product Labeling
 - a. Each product label shall identify the Product Name, Product Number, manufacture and address. Also EPA Registration Number, Sub-Registration Numbers for all EPA required information (if applicable).
 - b. Each label shall contain the GHS (Globally Harmonized System of Classification and Labeling of Chemicals)
 - c. Each label shall be in English and Spanish language where applicable due to registered products.
 - d. Each product claiming Green Seal Certification, Designed for the Environment (DFE) and/or Bio-preferred products must so state on the label.
 3. Safety Data Sheets (SDS)
 - a. Each Safety Data Sheet shall be colored coded according as follows:
 1. Product name will be identified in the color Blue.
 2. Ingredients Section will be identified by the color Yellow.
 3. Physical and Chemical Properties will be identified by the color Green.
 4. Fire and Explosion Hazard Data will be identified by the color Red.
 5. Reactivity Data will be identified by the color Green.
 6. Health Hazard Data will be identified by the color Green.
 7. Personal and Protective Equipment will be identified in the color Orange.
 8. Emergency and First Aid Procedures will be identified by the color Red.
 9. Environmental and Preventive Measures will be identified by the color Green.
 10. Toxic Data, Transportation, etc. will be identified by the color Green.
 - b. The SDS will contain the Product Name and the Product Number in the upper left corner. The center shall contain the OPI Logo (a copy of OPI SDS template will be provided after the award of the Contract). The upper right corner will contain OPI's address, telephone number and Poison Control telephone number. Every Safety Data Sheet will contain the Globally Harmonized System of Classification and Labeling of Chemicals (GHS) requirements. See Attachments G & H for sample Safety Data Sheets.

- c. Each Safety Data Sheet shall be reviewed by the Contractor every quarter (by March 31, by June 30, by September 30, and by December 31 of each year of this Contract) for changes and updates. The Contractor will be responsible for providing the updates and making the changes to the Safety Data Sheets, Product Specification Sheets, Product Labels, Secondary Labels and any and all kill claims. Safety Data Sheets must be updated whenever changes are made to the product. These updates will need to be sent to OPI's contact person for dissemination.
4. Chemist or Staff Representative

The Contractor shall provide access to a certified chemist and/or staff representative within twenty-four (24) hours upon request by phone, email, and or in person, when required to assist in chemical testing and approval per mixes.
 5. Annual Facility Audit
 - a. The Contractor's facility shall be subject to a yearly audit per EPA Regulations that will be conducted by OPI's Production Manager, Product Manager and Industry Manager. The audit will be conducted on a mutually agreed upon date.
 - b. The Contractor will complete annual audit inspections of the OPI Chemical Manufacturing Plant to ensure accuracy, best operational practices and appropriate sanitation levels.
- D. Marketing & Sales Department Deliverables In an effort to effectively promote and sell all items associated with this Contract, the Contractor shall provide the following marketing and sales support to OPI at no additional charge.
- I. Electronic Images
 - a. Royalty-free, high-resolution, electronic images in JPEG or TIFF format for all items associated with this Contract that can be used by OPI for unlimited distribution in print and electronic media.
 - b. The Contractor will be responsible for all photographs for product specification sheets for advertising purposes.
 - II. Label Artwork
 - a. In conjunction with OPI's Industry Manager(s) or designees, the Contractor shall design and provide completed, un-flattened Adobe (or equivalent), files for all items associated with this Contract. This shall include artwork for original, individual product container and for original product packaging, both for reproduction by OPI, where applicable.
 - b. This artwork shall also conform to OPI's protocol for Product Labeling requirements as follows: Each product label shall identify the Product Name, Product Number, and EPA Registration Number, Sub-Registration Numbers, all EPA required information. In addition, each label shall contain the GHS (Globally Harmonized System of Classification and Labeling of Chemicals) Label and each label shall be in English and Spanish language where applicable due to registered products.
 - c. This artwork shall be provided to OPI within forty-five (45) days of the awarded Contract.
 - III. Promotional Materials
 - a. In conjunction with OPI's Industry Manager(s) or designees, the Contractor shall design and provide completed, un-flattened Adobe Software (or equivalent) file, for the promotion of all items associated with this Contract. These materials are to be provided to OPI within forty-five (45) days of the awarded Contract.
 - b. The Contractor will be responsible for assisting OPI Staff in the design of a product catalog for product additions on an annual basis.
 - IV. Sales Training & Materials
 - a. Annually, the Contractor shall provide on-site training, at the Contractor's cost, to OPI's sales staff and customers' request for all items associated with this Contract. This training will be based from IEHA (International Executive Housekeepers Association) certified train the trainer modules involving all applicable items/venues associated with this Contract. This training shall also include information on each item's promotional focus, cleaning and/or disinfecting properties, and instructions for proper use. As applicable, the Contractor shall provide OPI's sales staff with an item's universally recognized equivalent available for purchase on the open market. Training for products shall be provided to OPI within sixty (60) days of the awarded Contract. Training for new products shall be provided within sixty (60) days of product adoption.
 - b. The Contractor will be required to meet with Sales and Marketing staff quarterly each year or as needed for new product information.

V. Manufacturing Process Training

Annually, the Contractor shall provide on-site training, at the Contractor's cost, to OPI's manufacturing staff for all items associated with this Contract. Such training must include but not limited to:

1. Package decoration process
2. Package QC/QA parameters
3. Package engineer/counsel
4. Packing/filling process
5. Package label design counsel

VI. Product Management

Annually, or when the situation arises, the Contractor shall provide OPI personnel with updates on new or improved product lines that become available to fill critical voids. Once it is agreed that a new product is needed, then an amendment will be issued for that item and it will become a part of this Contract under the same terms and conditions.

VII. End-User Education

In conjunction with OPI's Industry Manager(s) or designees, the Contractor shall design and provide a completed, instructional training program involving all applicable items associated with this Contract for use by OPI staff or customers with a personal computer. This program shall consist of either 1) a video demonstration of proper use of each item or, 2) a graphical representation of the proper use of each item. This program is to be provided within ninety (90) days of the awarded Contract.

- 1.5 CONFIDENTIAL, PROPRIETARY OR TRADE SECRET INFORMATION DAS procures goods and services through a RFP in a transparent manner and in accordance with the laws of the state of Ohio. All proposals provided to DAS in response to this RFP become records of DAS and as such, will be open to inspection by the public after award unless exempt from disclosure under the Ohio Revised Code or another provision of law.

Unless specifically requested by the State, an Offeror should not voluntarily provide to DAS any information that the Offeror claims as confidential, proprietary or trade secret and exempt from disclosure under the Ohio Revised Code or another provision of law. Additionally, the Offeror must understand that all Proposals and other material submitted will become the property of the State and may be returned only at the State's option. Confidential, proprietary or trade secret information should not be voluntarily included in a Proposal or supporting materials because DAS will have the right to use any materials or ideas submitted in any Proposal without compensation to the Offeror.

See Instructions for further detail.

- 1.6 REGISTRY OF OFFERORS DAS will prepare a registry of Proposals containing the name and address of each Offeror. The registry will be on the Office of Procurement Services Web site and open for public inspection after the Proposals are received.

- 1.7 INSTRUCTIONS
Link to Web site for Instructions is available in Section 5.1.

- 1.8 REQUIRED REVIEW
Offerors shall carefully review the entire RFP and all the referenced Web links. Offerors shall promptly notify DAS through the inquiry process of any ambiguity, inconsistency, or error they discover. Notifications must be received by the deadline for receipt of questions in the inquiry process.

- 1.9 NUMBER OF PROPOSALS TO SUBMIT Offeror must submit one (1) original, completed and signed in blue ink, and six (6) copies for a total of seven (7) Proposal packages. The Offeror must also submit a complete copy of the Proposals on a CD in Microsoft Office (Word, Excel, or Project) 2003 or higher, format and/or PDF format as appropriate.

2.0 EVALUATION OF PROPOSALS

- 2.1 MANDATORY REQUIREMENTS The following Table 1 contains items that are Mandatory Requirements for this RFP.

Determining the Offeror's ability to meet the Mandatory Requirements is the first step of the DAS evaluation process. The Offeror's response must be clearly labeled "Mandatory Requirements" and collectively contained in Tab 2 of the Offeror's Proposal in the "Offeror Required Information and Certification" section.

DAS will evaluate Tab 2 alone to determine whether the Proposal meets all Mandatory Requirements (accept/reject). If the information contained in Tab 2 does not clearly meet every Mandatory Requirement, the Proposal may be disqualified by DAS from further consideration.

2.2 TABLE 1 - MANDATORY PROPOSAL REQUIREMENTS

Mandatory Requirements	Accept	Reject
1. The Offeror must demonstrate, within the Cover Letter, an understanding of OPI's needs for Concentrated Janitorial Products, Chemicals, Packaging, other Items for Soap Production and Cleaning Products and Support and attests that it can provide the full scope of services as outlined by the State.		
2. The Offeror documents access to Contractor's Chemist to assist OPI in chemical testing and approvals per mixes. The Offeror demonstrates a Chemist is available and on-call to assist OPI and provide answers to inquires within a 24-hour period.		

If the State receives no Proposals meeting all of the mandatory requirements, the State may elect to cancel this RFP.

2.3 PROPOSAL EVALUATION CRITERIA If the Offeror provides sufficient information to DAS in its Proposal, demonstrating it meets the Mandatory Requirements, the Offeror's Proposal will be included in the next step of the evaluation process which involves the scoring of the Proposal Technical Requirements (Table 3), followed by the scoring of the Cost Proposals. In the Proposal evaluation step, DAS rates the Proposals based on the following listed criteria and the weight assigned to each criterion. The possible points allowed in this RFP are distributed as indicated in the Table 2 - Scoring Breakdown. Each Proposal passing the Mandatory Requirements will be evaluated by an evaluation committee made up of a representative(s) from DAS, Agency team members, and potentially a subject matter expert or an independent consultant.

2.4 TABLE 2 - SCORING BREAKDOWN

Criteria	Maximum Allowable Points
Proposal Technical Requirements	250 Points
Proposal Cost	150 Points
Presentations, Interviews, Demonstrations (if applicable)	100 Points
Total	500 Points

The scale below (0-5) will be used to rate each proposal on the criteria listed in the Technical Proposal Evaluation table.

DOES NOT MEET 0 POINTS	WEAK 1 POINT	WEAK TO MEETS 2 POINTS	MEETS 3 POINTS	MEETS TO STRONG 4 POINTS	STRONG 5 POINTS
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DAS will score the Proposals by multiplying the score received in each category by its assigned weight and adding all categories together for the Offeror's Total Technical Score in Table 3. Representative numerical values are defined as follows:

DOES NOT MEET (0 pts.): Response does not comply substantially with requirements or is not provided.

WEAK (1 pt.): Response was poor related to meeting the objectives.

WEAK TO MEETS (2 pts.): Response indicates the objectives will not be completely met or at a level that will be below average.

MEETS (3 pts.): Response generally meets the objectives (or expectations).

MEETS TO STRONG (4 pts.): Response indicates the objectives will be exceeded.

STRONG (5 pts.): Response significantly exceeds objectives (or expectations) in ways that provide tangible benefits or meets objectives (or expectations) and contains at least one enhancing feature that provides significant benefits.

2.5 TABLE 3 - TECHNICAL PROPOSAL EVALUATION

Criterion	Weight	Rating (0 to 5)	Extended Score
Offeror Profile			
1. The Offeror has a minimum of three (3) years experience in supplying chemicals, concentrated janitorial products in similar volumes and marketing during the last five (5) years for which it is submitting a Proposal.	10		
2. The Offeror demonstrates it has the resources to meet the requirements and deadline of the Project which includes office facilities, technology and support mechanisms; financial stability, financial capacity and time commitment by its staff.	2		
3. The Offeror demonstrates it can immediately undertake the tasks of the project.	2		
4. The Offeror has submitted its Proposal in the format and manner specified in this RFP.	2		
Offeror Prior Projects			
1. The Offeror documents, at a minimum, three (3) previous references for jobs similar to this Project and provides details of similarities to include, but not limited to, SDS sheets, Literature sheets, artwork and labeling.	4		
2. The Offeror documents prior contracting experience with the public sector within the past five (5) years.	2		
Staffing Plan			
1. The Offeror provides a staffing plan that identifies all key personnel required to do the Project and their responsibilities on the Project.	2		
2. The Offeror includes each member's experience, education, background and work assignment on the Project.	2		
3. The Offeror includes the amount of time key project personnel will be expected to spend on the Project.	2		
4. The Offeror provides evidence of an adequately skilled staff to develop quality deliverables in the allowable time frame.	2		
Scope of Work			
1. The Offeror thoroughly explains its plan to accomplish the Project Work (Work Plan) incorporating all the deliverables including a complete and clear plan of how all of the requirements specific to this project will be implemented as required by the Scope of Work.	10		
2. The Offeror demonstrates complete understanding of the Scope of Work and deliverables of the RFP.	2		
3. The Offeror proposes a timeline for implementation of the deliverables required in the RFP.	2		
4. The Offeror identifies any anticipated risks in performing the specified deliverables and proposed solutions to mitigate identified risks.	2		
5. The Offeror documents the ability to provide supplemental production capacity to produce identical items, labeling and packaging in the event of an emergency (i.e. private labeling)	4		

Total Technical Score: _____

Criterion	Weight	Rating (0 to 5)	Extended Score
Presentations, Interviews, Demonstrations (if applicable)			
1. Oral Presentation	10		
2. Product Demonstration	10		

Total Presentation Score: _____

TABLE 3 - TECHNICAL PROPOSAL EVALUATION (cont.)

In this RFP, DAS asks for responses and submissions from Offerors, most of which represent components of the above criteria. While each criterion represents only a part of the total basis for a decision to award the Contract to an Offeror, a failure by an Offeror to make a required submission or meet a mandatory requirement will normally result in a rejection of that Offeror's Proposal. The value assigned above to each criterion is only a value used to determine which Proposal is the most advantageous to the State in relation to the other Proposals that DAS received.

Once the technical merits of a Proposal are evaluated, the costs of that Proposal will be considered. It is within DAS' discretion to wait to factor in a Proposal's cost until after the conclusion of any interviews, presentations, demonstrations or discussions. Also, before evaluating the technical merits of the Proposals, DAS may do an initial review of costs to determine if any Proposals should be rejected because of excessive cost. DAS may reconsider the excessiveness of any Proposal's cost at any time in the evaluation process.

- 2.6 COST PROPOSAL POINTS DAS will use the information Offeror gives on the Cost Summary Form to calculate Cost Proposal Points. DAS will calculate the Offeror's Cost Proposal points after the Offeror's total technical points are determined, using the following method:

Cost points = (lowest Offeror's cost/Offeror's cost) x Maximum Allowable Cost Points as indicated in the "Scoring Breakdown" table. The value is provided in the Scoring Breakdown table. "Cost" = Total Not to Exceed Cost identified in the Cost Summary section of Offeror's Proposal. In this method, the lowest cost proposed will receive the maximum allowable points.

The number of points assigned to the cost evaluation will be prorated, with the lowest accepted Cost Proposal given the maximum number of points possible for this criterion. Other acceptable Cost Proposals will be scored as the ratio of the lowest Cost Proposal to the Proposal being scored, multiplied by the maximum number of points possible for this criterion.

An example for calculating cost points, where Maximum Allowable Cost Points Value = 60 points, is the scenario where Offeror X has proposed a cost of \$100.00. Offeror Y has proposed a cost of \$110.00 and Offeror Z has proposed a cost of \$120.00. Offeror X, having the lowest cost, would get the maximum 60 cost points. Offeror Y's cost points would be calculated as \$100.00 (Offeror X's cost) divided by \$110.00 (Offeror Y's cost) equals 0.909 times 60 maximum points, or a total of 54.5 points. Offeror Z's cost points would be calculated as \$100.00 (Offeror X's cost) divided by \$120.00 (Offeror Z's cost) equals 0.833 times 60 maximum points, or a total of 50 points.

Cost Score: _____

- 2.7 FINAL STAGES OF EVALUATION The Offeror with the highest point total from all phases of the evaluation (Technical Points + Cost Points) will be recommended for the next phase of the evaluation.

Technical Score: _____ **+ Cost Score:** _____ **= Total Score:** _____

If DAS finds that one or more Proposals should be given further consideration, DAS may select one or more of the highest-ranking Proposals to move to the next phase. DAS may alternatively choose to bypass any or all subsequent phases and make an award based solely on the Proposal evaluation phase.

- 2.8 REJECTION OF PROPOSALS DAS may reject any Proposal that is not in the required format, does not address all the requirements of this RFP, or that DAS believes is excessive in price or otherwise not in the interest of the State to consider or to accept. In addition, DAS may cancel this RFP, reject all the Proposals, and seek to do the Work through a new RFP or by other means.

- 2.9 FIXED-PRICE WITH ECONOMIC ADJUSTMENT: The contract prices(s) will remain firm for the six (6) 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 approval 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.

2.9 FIXED-PRICE WITH ECONOMIC ADJUSTMENT: (continued)

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".



Office of
Procurement Services
Service · Support · Solutions

3.0 COST SUMMARY

3.1 SUBMISSION The Cost Summary shall be submitted with the Proposal (under separate cover labeled as the Cost Proposal). All prices, costs, and conditions outlined in the Proposal shall remain fixed and valid for acceptance for 120 days, starting on the due date for Proposals. No price change shall be effective without prior written consent from DAS, Office of Procurement Services.

The Offeror's total cost for the entire Work must be represented as the firm, fixed price, for a not-to-exceed costs proposed on the Cost Summary Form. All costs for furnishing the services must be included in the Cost Proposal.

3.2 THE OFFEROR'S FEE STRUCTURE The Contractor will be paid as proposed on the Cost Summary after the Agency approves the receipt of product(s)/services and continued completion of all deliverables. All costs must be in U.S. Dollars.

3.3 REIMBURSABLE EXPENSES None: there will be no additional reimbursement for travel or other related expenses. The State will not be responsible for any costs not identified.

3.4 BILL TO ADDRESS
Ohio Shared Services
P.O. Box 182880
Columbus, OH 43218-2880

Concentrated Janitorial Products, Chemicals, Packaging, other Items for Soap Production and Cleaning Products and Support
CSP908314
UNSPSC CATEGORY CODE: 47131800

OFFEROR: _____

Description			Category Cost
Category I	Fragrances	from Page 14	\$
Category II	Personal Care Products	from Page 17	\$
Category III	EPA & FDA Registered Sanitizing and Disinfecting Products	from Page 22	\$
Category IV	Floor Care Products	from Page 26	\$
Category V	General Cleaning Products	from Page 29	\$
Category VI	Laundry Care, Dishwashing and All Purpose Cleaners	from Page 39	\$
Category VII	Specialty Cleaning Products	from Page 43	\$
Category VIII	Environmentally Safe Products	from Page 51	\$
Category IX	Food Service Products	from Page 54	\$
Total Not Exceed Cost			\$

All Offerors who seek to be considered for a contract award must submit the above information in the format specified.

The sum of Categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points. Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation. All costs must be in U.S. Dollars.

The Original Cost Summary must be included in a separate, sealed envelope/package labeled on the exterior as "Cost Proposal" with the RFP Number and due date.

I. Fragrances:

A. Fragrance, Bar Soap (A compound mixture of fragrance materials)

Requirements: A complex mixture of fragrance materials which should contain natural oils and have natural and synthetic qualities meeting the following requirements.

PROPERTY	REQUIREMENT
Solubility	Oil Soluble
Color	Clear to pale yellow
Specific Gravity	0.995 – 1.015
Flash Point, °F	> 141
Form	Stable Liquid

Standard Product Mfg. /Distributor: Atlanta Fragrance No. 25645, for example

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
010018	Fragrance Bar Soap	50 Lbs.	\$_____per lb.*	\$_____	Pail 50 lbs. Net

SPECIFIC GRAVITY: _____

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ALTERNATIVE PACKAGING AVAILABLE: _____

LIST QUANTITY PRICE BREAK: _____

B. Fragrance, Ivory Essence (A compound mixture of fragrance materials)

Requirements: A complex mixture of fragrance materials which should contain natural oils and have natural and synthetic qualities meeting the following requirements.

PROPERTY	REQUIREMENT
Solubility	Oil Soluble
Color	Similar to Ivory Soap
Specific Gravity	Approx. 0.9992
Flash Point, °F	154
Form	Stable Liquid

Standard Product Mfg. /Distributor: Value Fragrances and Flavors M-0291, for example

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
010059	Fragrance, Ivory Essence	400 Lbs.	\$_____per lb.*	\$_____	Pail 40 lbs. Net

SPECIFIC GRAVITY: _____

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ALTERNATIVE PACKAGING AVAILABLE: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per pound to determine Extended Cost.

**Category I
Cost Summary Worksheet**

Category I: Fragrances			Extended Cost
Item A	Fragrance, Bar Soap	from Page 13	\$
Item B	Fragrance, Ivory Essence	from Page 13	\$
Category I Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

II. Personal Care Products:

A. Tallow/Coconut Soap, Flake, Pellet or Noodle

Requirements: Blend of Sodium Tallowate, and Sodium Cocate or Sodium Palm Kernelate in powder, pellet or noodle form for the manufacture of bar soap meeting the following requirements:

PROPERTY	REQUIREMENT
Form	Flake, Pellet or Noodle
Color	White
Odor	Characteristic
Tallow	80% - 85%
Coconut	15% - 20%
Free Alkali	0.1% max
Free Fatty Acids	0.5% max
Chlorides	0.7% max
Moisture	4% - 6%
Alcohol Insoluble	1%
Glycerin	2% - 8%
Anhydrous Soap & Glycerin	90 % - 94%
Titer of Fatty Acids	36° - 39° C
Acid Value of Fatty Acids	212-215
Particle Size, Maximum	¼" in. or 0.50 cm.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
010040	Tallow/Coconut Soap Powder, Pellet or Noodle	117,396 lbs.	\$_____per lb.*	\$_____	2,000 lb. bags

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ALTERNATIVE PACKAGING AVAILABLE: _____

LIST QUANTITY PRICE BREAK: _____

B. Translucent Botanical Soap, Flake, Pellet or Noodle

Requirements: Must contain no animal ingredient or animal-based derivatives. Blend of Sodium Palmate and Sodium Palm Kernelate in powder, pellet or noodle form for the manufacture of bar soap meeting the following requirements:

PROPERTY	REQUIREMENT
Form	Flake, Pellet or Noodle
Color	Clear to Off-white
Whiteness (L,a,b values on flat surface)	86.33 (± 6.5), -2.50 (± 0.905), 4.39 (±0.7)
Odor	Characteristic
Palm Oil	90%
Palm Kernel Fatty Acids	10%
Free Alkali	0.1% max
Free Fatty Acids	None
Moisture	16% max
Glycerin (non-animal derived)	1.0% max
pH	9.5 – 10.5
Titer of Fatty Acids	39.5 – 43.5
Free Alkali (% by weight as NaOH)	0.1% max
Particle Size, Maximum	¼" in. or 0.50 cm.

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per pound to determine Extended Cost.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
020040	Translucent Botanical Soap Powder, Pellet or Noodle	39,448 lbs.	\$ _____ per lb.*	\$ _____	2,000 lb. bags

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ALTERNATIVE PACKAGING AVAILABLE: _____

LIST QUANTITY PRICE BREAK: _____

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

Category II
Cost Summary Worksheet

Category II: Personal Care Products			Extended Cost
Item A	Tallow/Coconut Soap, Flake, Pellet or Noodle	from Page 15	\$
Item B	Translucent Botanical Soap, Flake, Pellet or Noodle	from Page 16	\$
Category II Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

III. EPA & FDA Registered Sanitizing & Disinfecting Products

A. Tuberculocidal Spray Disinfectant Cleaner

Description: Concentrate for making EPA Registered RTU Tuberculocidal Disinfectant. Dilute 1:1 to make RTU. RTU must be Broad spectrum Hospital Disinfectant effective against MRSA, VISA, E.coli, Listeria, Pseudomonas, and Salmonella in three (3) minutes. Effective against TB, HIV, HBV, HAV and HCV in ten (10) minutes. Effective against Norwalk Virus in 30 seconds. Active Ingredients – Alkydimethylbenzyl ammonium Chloride and Alkydimethylethybenzyl Ammonium Chloride.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
020035	Tuberculocidal Spray Disinfectant Cleaner	750 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

Specifications: pH 11.5 – 12.5 % Active 0.21 (min.) SG 1.005 – 1.025

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

B. CA-MRSA Disinfectant Ultra Concentrate

Description: Ultra concentrate chelated disinfectant solution, dilutable 1 part concentrate to 3 parts water to make 1:64 (2 oz./gal.) EPA Registered, neutral pH, hospital type, 400 ppm hard water tolerant disinfectant. Dilutable 1 part concentrate to 1 part water to make 1:128 (1 oz. /gal.) EPA Registered neutral pH, hospital type, 400 ppm hard water tolerant disinfectant. Usable as delivered as a 1:256 (0.5 oz. /gal.) EPA Registered broad spectrum, hospital type, one step disinfectant in presence of 400 ppm hard water. EPS label claim for efficacy against Community Associated Methicillin Resistant Staphylococcus aureus.

Specifications: pH 6.0 – 8.0 Active Ingredient 15.4 – 21.85% quaternium ammonium chloride (w/w) APE free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
040035	CA-MRSA Disinfectant Ultra Concentrate Plus	750 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

C. Disinfectant Ultra Concentrate

Description: Ultra concentrate chelated disinfectant solution, dilutable 1 part concentrate to 3 parts water to make 1:64 (2 oz. /gal.) EPA Registered, neutral pH, hospital type, 400 ppm hard water tolerant disinfectant. Dilutable 1 part concentrate to 1 part water to make 1:128 (1 oz. /gal.) EPA Registered disinfectant. Usable as delivered as a 1:256 (0.5 oz. /gal.) EPA Registered broad spectrum, hospital type, one step disinfectant in presence of 400 ppm hard water.

Specifications: pH 6.0 – 8.0 **Active Ingredient** 15.4 – 21.85% quaternium ammonium chloride (w/w) APE free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
030035	Disinfectant Ultra Concentrate	3,000 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

D. Non-Acid Bowl and Bathroom Cleaner Concentrate

Description: Concentrate solution, dilutable 1 part concentrate to 2 parts water used to make EPA Registered RTU non-acid bowl and bathroom disinfectant cleaner.

Specifications: pH 10.8 – 12.8; Tetrasodium EDTA: 4.5 – 5.5% (w/w) **Active Ingredient** 0.60 – 0.66% (w/w) quaternium ammonium chlorides

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
010004	Non-Acid Bowl and Bathroom Cleaner	11,000 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

E. 20% Phosphoric Acid Bowl/Porcelain/Tire Cleaner Concentrate

Description: Concentrated acid bowl cleaner solution, dilutable 1 part concentrate to 2 parts water to make RTU EPA Registered disinfectant toilet bowl cleaner. Biodegradable, USDS C/2 authorized. Containing n-alkyl dimethyl ammonium chlorides 0.005 and n-alkyl dimethyl ethyldenzyl ammonium chlorides 0.05. Preferred color: Pink

Specifications: Acid concentration: 30-40% (w/w) **Active Ingredient** 0.05 – 2.5% (w/w) quaternium ammonium chloride; APE and hydrochloric acid free

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
010035	20% Phosphoric Acid Bowl/Porcelain/ Tile Cleaner	500 gallons	\$ _____/Gal Tote*	\$ _____	55 gallon drum	\$ _____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

F. Food Service Sanitizer

Description: Ultra-concentrate solution, dilutable 1 part concentrate to 5 parts water to make RTU EPA Registered 1:512 (0.25 oz. /gal.) food contact surface sanitizer.

Specifications: pH 5-8 **Active Ingredient** 45 – 60% (w/w) quaternium ammonium chlorides

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
040034	Food Service Sanitizer	750 gallons	\$ _____/Gal Tote*	\$ _____	55 gallon drum	\$ _____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

G. Laundry Rinse Sanitizer

Description: Ultra-concentrate laundry sanitizer solution, dilutable 1 part concentrate to 3 parts water for making concentrate laundry sanitizer used for sanitizing laundry against MRSA and HIV-1 in water up to 200 ppm water hardness. Use solution 1 oz. per gallon. Use rate of 12 oz. /100 lbs. of dry laundry.

Specifications: pH 5-8 **Active Ingredient** 40 – 42% (w/w) quaternium ammonium chlorides

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
090034	Food Service Sanitizer	500 gallons	\$ _____/Gal Tote*	\$ _____	55 gallon drum	\$ _____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

H. Liquid Bleach Disinfectant Cleaner Concentrate

Description: Liquid Bleach Concentrate, W/Detergents, 49-50% Sodium Diehloroisoeyanurate, w/pH Level 12-14 with ability for dilution to working solution pH level of 6-6.5, liquid color clear/green.

Specifications: EPA Approved, w/kill claims of enterococcus faecalis, vancomyein resistant, norovirus, HIV, Staphylococcus, MRSA & GRSA, Hepatitis A virus, Polio virus type 1, Canine Parvovirus, Salmonella enteric, Pseudomonas aeruginosa.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
050035	Food Service Sanitizer	250 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE:

Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

Category III
Cost Summary Worksheet

Category III: EPA & FDA Registered Sanitizing and Disinfecting Products			Extended Cost
Item A	Tuberculocidal Spray Disinfectant Cleaner	from Page 18	\$
Item B	CA-MRSA Disinfectant Ultra Concentrate	from Page 18	\$
Item C	Disinfectant Ultra Concentrate	from Page 19	\$
Item D	Non-Acid Bowl and Bathroom Cleaner Concentrate	from Page 19	\$
Item E	20% Phosphoric Acid Bowl/Porcelain/Tire Cleaner Concentrate	from Page 19	\$
Item F	Food Service Sanitizer	from Page 20	\$
Item G	Laundry Rinse Sanitizer	from Page 20	\$
Item H	Liquid Bleach Disinfectant Cleaner Concentrate	from Page 21	\$
Category III Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

IV. Floor Care Products

A. Carpet and Upholstery Bio Spotter Concentrate

Description: Ultra concentrate, Bacillus inoculated cleaning suspension, dilutable 1 part concentrate to 5 parts water to make RTU carpet and upholstery spot cleaner. Finished product pH must not exceed 9.

Specifications: pH 8 - 9 **Active Surfactant Concentration** 25% (w/w) **Bacillus spore count > 2x10⁸ cfu/ml;**
APE and phosphorous free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
060034	Carpet and Upholstery Bio Spotter Concentrate	55 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

B. Floor Finish/Sealer

Description: Concentrate floor coating emulsion, acrylic based, dilutable 1 part concentrate to 1 part water to make floor sealer, dilutable 2 part concentrate to 1 parts water for UHS compatible floor finish and usable as delivered as premium floor finish.

Specifications: pH 8 - 9 Non-volatile 30% minimum APE and phthalate free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
100034	Floor Sealer/Finish Concentrate	1500 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

C. Glycol Ether Ultra Concentrate

Description: Ultra-concentrated floor finish solution, dilutable 1 part concentrate to 1 part water to make rinse free floor stripper concentrate. Dilutable 1 part concentrate to 10 parts water for carpet spotter, laundry spotter and other applications. Dilute 1 part concentrate to 5 parts water for all purpose RTU hard surface spray cleaner/degreaser. Must be compatible with Detergent Concentrate for formulation of NSF, A1 equivalent high foaming concentrate at 1 part concentrate to 1 part degreaser.

Specifications: pH 8-13 Active glycol ether/surfactant concentration 80% (min, w/w), APE and ethylene based glycol ether free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
030034	Glycol Ether Ultra Concentrate	2500 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

D. Ultra Concentrate Spray Buff

Description: Ultra-concentrated floor maintenance solution dilutable 1 part concentrate to 3 parts water to make concentrated spray buff/floor restorer/floor cleaner. Made concentrate must be effective at 1:256 as floor cleaner; 1:8 as floor restorer and RTU as spray buff solution. Must be compatible for use with Ultra-high speed (UHS) equipment.

Specifications: pH 9.5 -11.5 Phosphorous free % Active 30 (min.) VOC <1% Petroleum distillate, styrene, acrylate, phthalate and APE free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
110034	Ultra Concentrate Spray Buff	250 gallons	\$_____/Gal Tote*	\$_____	1 gallon	\$_____per Gal

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

E. Hard Surface Cleaner/Degreaser Concentrate

Description: Ultra-concentrated degreaser solution, dilutable 1 part concentrate to 1 part water to make hard surface degreaser concentrate. Dilutable 1 part concentrate to 5 parts water for all-purpose RTU hard surface spray cleaner/degreaser. Must be compatible with **Detergent Concentrate** for formulation of NSF A1 equivalent high foaming degreaser concentrate at 1 part detergent to 1 part degreaser.

Specifications: pH 8 - 10 **Active** glycol ether/surfactant concentration 45% (min., w/w), APE and ethylene based glycol ether Free50 (min.)

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
080034	Hard Surface Cleaner Degreaser	4,750 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

Category IV
Cost Summary Worksheet

Category IV: Floor Care Products			Extended Cost
Item A	Carpet and Upholstery Bio Spotter Concentrate	from Page 23	\$
Item B	Floor Sealer/Finish Concentrate	from Page 23	\$
Item C	Glycol Ether Ultra Concentrate	from Page 24	\$
Item D	Ultra Concentrate Spray Buff	from Page 24	\$
Item E	Hard Surface Cleaner Degreaser	from Page 25	\$
Category IV Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

V. General Cleaning Products

A. Glass and Plastic Cleaner Ultra Concentrate

Description: Ultra-concentrate for making glass, plastic and CRT cleaner concentrate and ready to use solutions. Must be dilutable 1:3 for making glass cleaner concentrate solution. Must be dilutable 1:60 for RTU glass cleaner. Must be non-streaking, safe for polymeric coatings and touch screens. Must be non-alcohol base. DFE approved.

Specifications: pH 8-9 % Active 60 (min.) SG 1.005 -1.025 **Anionic Content** 0.40 meg/gm (min)
VOC 45% (min)

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
010159	Glass and Plastic Cleaner Ultra Concentrate	500 Gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

B. Crème Cleanser/Stainless Steel Polish

Description: Mild acidic cleanser. Slurry of mild abrasive, sulfonic acid and non-ionic surfactant. Contain silica, non-ionic surfactant, LAS, white color, USDA A/6 Equivalent.

Specifications: pH 1.4 – 3.4 **Silica particle size**-passing 200 mesh > 87%

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
020025	Crème Cleanser/Stainless Steel Polish	3,500 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

C. Low pH Ultra Shower Room Cleaner Concentrate

Description: Ultra-concentrate quarry tile, bathroom and shower cleaner. Must be dilutable 1:5 to make concentrated quarry tile, bathroom and shower cleaner. Concentrate must be dilutable 1:1 to 1:20 cleaner.

Specifications: pH <1 % Active >65% Specific Gravity 1.1 – 1.2 Bio-based carbon-content >78% Phosphorous and APE free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
070034	Low pH Ultra Shower Room Cleaner Concentrate	500 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

Category V
Cost Summary Worksheet

Category III: General Cleaning Products			Extended Cost
Item A	Glass and Plastic Cleaner Ultra Concentrate	from Page 27	\$
Item B	Crème Cleanser/Stainless Steel Polish	from Page 27	\$
Item C	Low pH Ultra Shower Room Cleaner Concentrate	from Page 28	\$
Category V Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

VI. Laundry Care, Dishwashing & All Purpose Cleaners

A. Industrial Strength Laundry Bleach (Powder)

Requirements: All the below listed products will be placed on a 48" x 40" pallet sealed in a sack/bag per below specifications. Sacks/bags need to have a removable seal for the product to gradually empty from the bottom of sack/bag. All powdered products require 4% to 6% moisture content.

PROPERTY	REQUIREMENT
Appearance	Free Flowing White Powder
Fragrance	Chlorine
Chlorine Content	Min 9%
Alkalinity	Min 12% as Na2O
pH (1% solution)	>10.0
Phosphorous	Min. 5% as P2O5
Silicate	Min 2% as SiO2
Total Organic Carbon	Min 5%
Foaming (10% solution)	None
Solubility	100%
Hard Water Tolerance	Max 10 grains
Sack/bag Weight	1,800 pounds

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
019332	Industrial Strength Laundry Bleach (Powder)	73,800 lbs	\$_____per lb.*	\$_____	1,800 lb. sack/bag

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

B. Economy Regular Strength Laundry Detergent (Powder)

Requirements: All the below listed products will be placed on a 48" x 40" pallet sealed in a sack/bag per below specifications. Sacks/bags need to have a removable seal for the product to gradually empty from the bottom of sack/bag. All powdered products require 4% to 6% moisture content.

PROPERTY	REQUIREMENT
Appearance	Free Flowing White Powder
Fragrance	Lemon
Alkalinity	> 12% as Na2O
pH (1% solution)	>10.0
Phosphorous	< 5% as P2O5
Silicate	< 4% as SiO2
Total Organic Carbon	> 16%
Foaming (10% solution)	> 30 mm
Solubility	100%
Hard Water Tolerance	< 10 grains
Optical Brightener	Yes
Anti-Redisposition Agent	Yes
Sack/bag Weight	1,800 pounds

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per pound to determine Extended Cost.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
079332	Economy Regular Strength Laundry Detergent	84,000 lbs.	\$_____per lb.*	\$_____	1,800 lb. sack/bag

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

C. Regular Strength Laundry Detergent (Powder)

Requirements: All the below listed products will be placed on a 48" x 40" pallet sealed in a sack/bag per below specifications. Sacks/bags need to have a removable seal for the product to gradually empty from the bottom of sack/bag. All powdered products require 4% to 6% moisture content.

PROPERTY	REQUIREMENT
Appearance	Free Flowing White Powder
Fragrance	Characteristic
Alkalinity	Min 12% as Na2O
pH (1% solution)	>11.0
Phosphorous	min. 9% as P2O5
Silicate	min 2% as SiO2
Total Organic Carbon	min 12%
Foaming (10% solution)	min 30 mm
Solubility	100%
Hard Water Tolerance	max 10 grains
Sack/bag Weight	1,800 pounds

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
029332	Regular Strength Laundry Detergent	180,000 lbs.	\$_____per lb.*	\$_____	1,800 lb. sack/bag

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per pound to determine Extended Cost.

D. Industrial Strength Laundry Detergent (Powder)

Requirements: All the below listed products will be placed on a 48" x 40" pallet sealed in a sack/bag per below specifications. Sacks/bags need to have a removable seal for the product to gradually empty from the bottom of sack/bag. All powdered products require 4% to 6% moisture content.

PROPERTY	REQUIREMENT
Appearance	Free Flowing White Powder
Fragrance	Characteristic
Alkalinity	Min 20% as Na20
pH (1% solution)	>11.8
Phosphorous	min. 18% as P205
Silicate	min 6% as SiO2
Total Organic Carbon	min 8%
Foaming (10% solution)	min 30 mm
Solubility	100%
Hard Water Tolerance	max 14 grains
Sack/bag Weight	1,600 pounds

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
039332	Industrial Strength Laundry Detergent	25,600 lbs.	\$ _____ per lb.*	\$ _____	1,600 lb. sack/bag

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

E. Heavy Duty Low Suds Laundry Detergent (Powder)

Requirements: All the below listed products will be placed on a 48" x 40" pallet sealed in a sack/bag per below specifications. Sacks/bags need to have a removable seal for the product to gradually empty from the bottom of sack/bag. All powdered products require 4% to 6% moisture content.

PROPERTY	REQUIREMENT
Appearance	Free Flowing White Powder
Fragrance	Characteristic
Alkalinity	Min 15% as Na20
pH (1% solution)	>11.5
Phosphorous	min. 14% as P205
Silicate	min 2% as SiO2
Total Organic Carbon	min 10%
Foaming (10% solution)	min 30 mm
Solubility	100%
Hard Water Tolerance	max 12 grains
Sack/bag Weight	1,600 pounds

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per pound to determine Extended Cost.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
049332	Heavy Duty Low Suds Laundry Detergent	52,800 lbs.	\$_____per lb.*	\$_____	1,600 lb. sack/bag

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

F. Liquid Laundry Detergent, Surfactant-based Concentrate

Description: A super-concentrated, controlled sudsing, non-phosphated laundry detergent for institutional and industrial use. Formula must contain a powerful surfactant which penetrates and dissolves and lifts tough soils. While brightening and retaining color. Formulation must be compatible for use with automatic injection and manual top loading machines. Formulation must be safe on most laundry washable fabrics. Product should also be compatible to use as a pre-spotter. Recommended use of 2-4 oz. / 50 lb. load for industrial use and 1 – 4 oz. / 35 lb. economy loads.

PROPERTY	REQUIREMENT
Appearance	Blue Liquid
Odor	Characteristic
Alkalinity as Na2O	Low
pH (1% solution)	<10.0
Phosphorous	None
Flash Point	>200°F
Bulk Density	Approx.. 9.20 lbs./gal.
Foaming	Moderate
Solubility in Water	100%
Hard Water Performance	Excellent
Freeze/Thaw Stability	Complete
Chlorine content	None

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 275 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
160034	Liquid Laundry Bleach Super Concentrate	1,100 gal.	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per pound (or) price per gallon tote to determine Extended Cost.

G. Liquid Laundry Bleach, Super Concentrate

Description: A dilutable concentrate which may be used to create a range of chlorine bleach products, from high active chlorine for use in demanding applications with heavy soils to household strength bleaches for normal use.

Recommended Dilutions:

- Full High Strength Institutional: 275 gallons concentrate + 0 gallons water = 275 gallons total
- 1:6 Regular Strength Institutional: 275 gallons concentrate + 165 gallons water = 440 gallons total
- 1:1.4 Household Strength: 275 gallons concentrate + 385 gallons water = 660 gallons total

PROPERTY	REQUIREMENT
Appearance	Yellow-Green Liquid
Odor	Pungent Chlorine
Alkalinity as Na2O	High
pH (concentrate)	>12.0
Viscosity	Approx. 37 cP
DOT Classification	Corrosive
Relative Density	Approx. 1.26 gr./ml.
Foaming	None
Solubility in Water	100%
Hard Water Performance	Good
Freeze/Thaw Stability	Very Good
Chlorine content	>12.0%

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 275 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
210034	Liquid Laundry Detergent, Surfactant-based	550 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

H. Laundry Pre-spotter, Super Concentrate

Description: A dilutable concentrate which may be used to create a range of pre-spotters, from high active products.

Recommended Dilutions:

- 1:2 Institutional Strength: 275 gallons concentrate + 550 gallons water = 825 gallons total
- 1:3 Regular Strength Institutional: 275 gallons concentrate + 825 gallons water = 1,100 gallons total
- 1:8 Economy Strength: 275 gallons concentrate + 1,100 gallons water = 1,375 gallons total

PROPERTY	REQUIREMENT
Appearance	Green Liquid
Odor	Citrus
Alkalinity as Na2O	High
pH (concentrate)	>11.0
Phosphorous	None
Flash Point	None
Relative Density	Approx. 1.042 gr./ml.
Foaming	Very High
Viscosity	Approx. 45 cP
Solubility in Water	100%
Hard Water Performance	Excellent
Freeze/Thaw Stability	Very Good
Enzyme Content	Protease, Amylase
DOT Classification	Non-Hazardous

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 275 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
190034	Laundry Pre-spotter, Super Concentrate	275 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

I. Liquid Fabric Softener, Super Concentrate

Description: A dilutable concentrate which may be used to create a range of softener products, from high active softeners.

Recommended Dilutions:

- 1:1 Institutional Strength: 275 gallons concentrate + 275 gallons water = 550 gallons total
- 1:2 Regular Strength Institutional: 275 gallons concentrate + 550 gallons water = 825 gallons total
- 1:3 Economy Strength: 275 gallons concentrate + 825 gallons water = 1,100 gallons total

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

Liquid Fabric Softener, Super Concentrate (cont.)

PROPERTY	REQUIREMENT
Product Type	Quaternary Tallow Amide
Appearance	Blue-Green Liquid
Odor	Floral
Alkalinity as Na ₂ O	None
pH (concentrate)	Approx. 6.0
Phosphorous	None
Flash Point	<100°F
Relative Density	Approx. 0.96 gr./ml.
Foaming	Moderate
Viscosity	Approx. 640 cP
Solubility in Water	100%
Hard Water Performance	Good
Freeze/Thaw Stability	Very Good
DOT Classification	Flammable

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 275 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
200034	Liquid Fabric Softener, Super Concentrate	275 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

J. Liquid Machine Dish Detergent, Concentrate

Description: A premium quality detergent designed to provide top performance in commercial dishwashing machines. Contains high levels of chelating agents and polymer water conditions, making it ideal for hard water areas.

PROPERTY	REQUIREMENT
Product Type	Alkaline
Appearance	Brown Liquid
Odor	Characteristic
Total Alkalinity	Approx. 38.0% as Na ₂ O
pH (concentrate)	>13.0
Phosphorous	None
Flash Point	None
Relative Density	Approx. 1.26 gr./ml.
Foaming	None
Viscosity	Approx. 40 cP
Solubility in Water	100%
Hard Water Performance	Very Good
Freeze/Thaw Stability	Do not freeze
Recommended Titration	5-7 drops
DOT Classification	Corrosive

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 275 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
220034	Liquid Machine Dish Detergent Concentrate	550 gallons	\$ _____/Gal Tote*	\$ _____	55 gallon drum	\$ _____ per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

K. Dishwashing Powder Detergent

PROPERTY	REQUIREMENT
Appearance	Free Flowing White Powder
Fragrance	Characteristic
Alkalinity	Min. 10% as Na2O
pH (1% solution)	>9.0
Phosphorous	Min. 10% as P2O5
Silicate	Min. 4% as SiO2
Total Organic Carbon	Min. 15%
Foaming (10% solution)	Min. 10 mm
Solubility	100%
Hard Water Performance	Max 16 grains
Sack/bag Weight	1,600 lbs.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
059332	Dishwashing Powder Detergent	30,400 lbs.	\$ _____ per lb.*	\$ _____	1,600 lb. sack/bag

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote (or) per pound to determine Extended Cost.

L. Deodorizing All Purpose Cleaner

PROPERTY	REQUIREMENT
Appearance	Free Flowing Orange Powder
Fragrance	Pine Scent
Alkalinity	Min. 20% as Na ₂ O
pH (1% solution)	>11.5
Phosphorous	Min. 0% as P ₂ O ₅
Silicate	Min. 8% as SiO ₂
Total Organic Carbon	Min. 12%
Foaming (10% solution)	None
Solubility	100%
Hard Water Performance	Max 8 grains
Sack/bag Weight	1,800 lbs.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	*UNIT PRICE - FOB DEST. FREIGHT PREPAID	EXTENDED COST	PACKAGING
069332	Deodorizing All Purpose Cleaner	93,600 lbs.	\$_____per lb.*	\$_____	1,800 lb. sack/bag

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

Category VI
Cost Summary Worksheet

Category VI: Laundry Care, Dishwashing & All Purpose Cleaners			Extended Cost
Item A	Industrial Strength Laundry Bleach (Powder)	from Page 30	\$
Item B	Economy Regular Strength Laundry Detergent	from Page 31	\$
Item C	Regular Strength Laundry Detergent	from Page 31	\$
Item D	Industrial Strength Laundry Detergent	from Page 32	\$
Item E	Heavy Duty Low Suds Laundry Detergent	from Page 33	\$
Item F	Liquid Laundry Bleach Super Concentrate	from Page 33	\$
Item G	Liquid Laundry Detergent, Surfactant-based	from Page 34	\$
Item H	Laundry Pre-spotter, Super Concentrate	from Page 35	\$
Item I	Liquid Fabric Softener, Super Concentrate	from Page 36	\$
Item J	Liquid Machine Dish Detergent Concentrate	from Page 37	\$
Item K	Dishwashing Powder Detergent	from Page 37	\$
Item L	Deodorizing All Purpose Cleaner	from Page 38	\$
Category VI Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

VII. Specialty Cleaning Products

A. Professional Strength Drain Opener

Description: Viscous drain opener pours through standing water and safe for standard drain pipe. Not exothermic when diluted with water. Active Ingredient: Sodium hypochlorite

Specifications: pH 12.0 – 13.5 % Active NaOCI 4 (min) SG 1.1 – 1.2 Viscosity >50 cps

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
019368	Professional Strength Drain Opener	250 Gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

B. Oven & Grill

Description: Ultra-concentrate alkaline cleaning solution, dilutable at 2 parts water to one part concentrate, to make finish solution of RTU Oven & Grill Cleaner, commensurate with current commercial oven cleaners. Designed to penetrate and liquefy baked on food, grease and carbon deposits from ovens, grills and other cooking surfaces.

Specifications: pH 13 – 14 % Active surfactant (w/w) 5-10% Alkali Hydroxide (w/w) 30-40%
VOC Content <1%, APE Free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
120034	Oven & Grill	250 Gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

C. DFE Recognized Peroxide Oxidizing Cleaner

Description: Hydrogen peroxide based oxidizing cleaner. Dilutable 1 part concentrate to 4 parts water for making RTU Oxidizing Cleaner.

Specifications: pH 3 – 5 **Hydrogen Peroxide** 3-6 **Fragrance** Mint

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
180034	DFE Recognized Peroxide Oxidizing Cleaner	250 Gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

D. Bleach Oxidizer/Cleaner

Description: Concentrated sodium hydrochlorite based cleaning formulation. Contains: Sodium hydrochlorite amine oxide, Acid green colorant

Specifications: pH 12.9 – 14.0 **Product** Clear Liquid **Color** Green **Specific Gravity** -1.07 +/- -0.02
Available Chlorine > 2%

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
170034	Bleach Oxidizer/Cleaner	250 Gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

E. Restroom Odor Digester Ultra Concentrate

Description: Ultra-concentrated bacterial odor digestant-cleaner solution, dilutable 1 part concentrate to 1 part water to make dilutable concentrate digestant-cleaner.

Specifications: pH 5.0 – 8.0 **Bacillus spore blend** 1×10^{12} per ml viable spore count
Active Ingredient 5-10% (w/w) Alcohol Ethoxylate, APR and acid free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
230034	Restroom Odor Digester Ultra Concentrate	250 Gallons	\$ _____/Gal Tote*	\$ _____	55 gallon drum	\$ _____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

Category VII
Cost Summary Worksheet

Category VII: EPA & FDA Registered Sanitizing and Disinfecting Products			Extended Cost
Item A	Professional Strength Drain Opener	from Page 40	\$
Item B	Oven & Grill	from Page 40	\$
Item C	DFE Recognized Peroxide Oxidizing Cleaner	from Page 41	\$
Item D	Bleach Oxidizer/Cleaner	from Page 41	\$
Item E	Restroom Odor Digester Ultra Concentrate	from Page 42	\$
Category VII Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

VIII. Environmentally Safe Products

A. Foaming Soap Ultra Concentrate

Description: Ultra-concentrate for making Foaming Moisturizing Soap and Hair and Body Wash. Ultra-concentrate must be dilutable 1:1 with water to make ready to package clear solution.

Specifications: pH 9 – 10 % Active 15 (min) SG 1.01 – 1.25 **Anionic Content** 0.45 meg/gm. (min)
Contains: sodium olefin sulfonate, cocoamphodipropionate, aloe vera gel, polyquaternium 7, dye and fragrance

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
020031	Foaming Soap Ultra Concentrate	2,250 gallons	\$_____/Gal Tote*	\$_____	55 gallon drum	\$_____per Gal Drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

B. Hand and Body Moisturizer

Description: A skin moisturizing lotion. Unique blend of conditioning agents and emollients to condition skin and restore oils. Packaged in an 8 oz. round squeeze bottle with flip cap.

Contains Colloidal Oatmeal, the natural anti-itch ingredient, Aloe Vera and Vitamin E **Color** Light green opaque
Fragrance Free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER CASE* 48 bottles/case	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
129310	Hand and Body Moisturizer	12 Cases	\$_____/Case*	\$_____	8 oz. bottle	\$_____per bottle

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote (or) per case to determine Extended Cost.

C. Antiseptic Foaming Hand Cleanser

Description: Foaming antibacterial hand cleaner. Active Ingredient – para-Chloro-m-xylenol

Specifications: pH 9 – 10 % **PCMX Para-Chloro-Meta-Zylenol (PCMX)** 1.4 (min.) **SG** 0.99 – 1.01 **Aionic Content** 0.07 meq./gm. (max) **Contains** Sodium laureth sulfate, cocoampHodipropionate, cocoamidopropyl betaine, 2-propanol. Alcohol free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER CASE* 4/case	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
049310	Antiseptic Foaming Hand Cleanser	8,924 gallons	\$_____/Case*	\$_____	Gallon for bulk dispenser	\$_____per gallon

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

D. Instant Hand Sanitizer Foaming, Non-Alcohol

Description: An alcohol-free, non-flammable, non-combustible foaming hand sanitizer compliant with FDA guidelines and made in FDA registered facility. Waterbased with 0.1 – 0.13% benzalkonium chloride and skin softening emollients.

Specifications: pH 5 – 7 % **Benzalkonium Chloride** 1.0 – 0.13 (min.) **SG** 1.0
Effective against MRSA, VRE, C.diff., E. Coli (0157:H7), Staphylococcus, Streptococcus and other organisms

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER CASE* 4/case	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
089610	Instant Hand Sanitizer Foaming, Non-Alcohol	356 gallons	\$_____/Case*	\$_____	Gallon	\$_____per gallon

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per case to determine Extended Cost.

E. Instant Hand Sanitizer Foaming, Non-Alcohol

Description: An alcohol-free, non-flammable, non-combustible foaming hand sanitizer compliant with FDA guidelines and made in FDA registered facility. Waterbased with 0.1 – 0.13% benzalkonium chloride and skin softening emollients.

Specifications: pH 5 – 7 % Benzalkonium Chloride 1.0 – 0.13 (min.) SG 1.0
Effective against MRSA, VRE, C.diff., E. Coli (0157:H7), Staphylococcus, Streptococcus and other organisms

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER CASE* 24/case	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
099310	Instant Hand Sanitizer Foaming, Non-Alcohol	21 Cases	\$_____/Case*	\$_____	50 ml bottle with foamer pump on each	\$_____per bottle

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

F. Antibacterial Foaming Hand Soap – 4/1 gallon pack configuration

Description: A .35% active Triclosan based antiseptic skin care formula engineered to dispense as a robust lather through approved foaming hand soap dispensers or via table top mutually activated foaming push pumps mounted to 550 ml HDPE or PET stability tested fully cGMP validated container. Non-flammable formula is designed to provide an FDA compliant efficacy summary with a fresh floral fragrance 1/o sever drying of the skin under normal use. Formula is biodegradable and incorporates skin softening emollients.

Specifications: pH 6 – 7 % Actives 35% Triclosan SG 1.000 – 1.025 cGMP/FDA compliant: Yes

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER CASE* 4/case	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
119310	Antibacterial Foaming Hand Soap	296 Gallons	\$_____/Case*	\$_____	Gallon	\$_____per gallon

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per case to determine Extended Cost.

G. Concentrated Lime Scale Remover-DFE and Green Seal Approved

Description: Ultra-concentrated low pH liquid hard surface cleaner. Recognized by U.S. EPA under the Design for Environment (DFE) program and Green Seal Approved. Must be dilutable 1:3 for making concentrated (1:20 to 1:1) quarry tile, bathroom and shower cleaner solution. Must be dilutable 1:10 for making RTU cleaner solution. Contains citric acid, propylene based glycol ether, alkyl polyglycoside, sulfonic acid, fatty alcohol ethoxylate, d-limonene.

Specifications: pH 2.5 – 4.5 % Active 50% (min.) SG 1.025 – 1.065 **Anionic Content** 0.10 meq./gm (min.)
VOC Content 25% (max)

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
150034	Concentrated Lime Scale Remover-DFE and Green Seal Approved	250 gallons	\$ _____/gallon tote*	\$ _____	55 Gallon Drum	\$ _____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

H. Concentrated Multi-Purpose Cleaner/Degreaser- DFE and Green Seal Approved

Description: Ultra-concentrated liquid all purpose cleaner. Recognized by U.S. EPA under the Design for the Environment (DFE) program and Green Seal Approved. Must be dilutable 1:3 for making concentrated cleaner/degreaser. Dilutable 1 part concentrate to 95 parts water for making RTU cleaner/degreaser. Contains sodium citrate, sodium alkylaryl sulfonate, fatty alcohol ethoxylate, d-limonene.

Specifications: pH 9 – 11 % Active 50 - 75% VOC Content <10% Alcohol free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
140034	Recognized Multi-Purpose Cleaner/Degreaser – DFE and Green Seal Approved	250 gallons	\$ _____/gallon tote*	\$ _____	55 Gallon Drum	\$ _____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

I. Concentrated Glass Cleaner – DFE and Green Seal Approved

Description: Ultra-concentrated liquid glass, plastic and screen cleaner. Recognized by U.S. EPA under the Design for the Environment (DFE) program and Green Seal Approved. Must be dilutable 1:3 for making concentrated (1:19) glass cleaner solution. Must be dilutable 1:60 for making RTU glass cleaner solution. Non-streaking, safe for polymeric coatings and touch screens. Contains propylene based glycol ether, sodium lauryl sulfate, sodium laureth sulfate.

Specifications: pH 8 – 9 % Active 60% (min.) VOC Content 35% (min) SG 1.005 – 1.035
Anionic Content 0.40 meq./gm (min)

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
020159	Concentrated Glass Cleaner – DFE and Green Seal Approved	250 gallons	\$ _____/gallon tote*	\$ _____	Gallon	\$ _____per gallon

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

J. DFE and Green Seal Approved Recognized Glass Cleaner Concentrate

Description: Ultra-concentrated liquid glass, plastic and screen cleaner. Recognized by U.S. EPA under the Design for the Environment (DFE) program and Green Seal Approved. Must be dilutable 1:3 for making concentrated (1:19) glass cleaner solution. Must be dilutable 1:95 for making RTU glass cleaner solution. Non-streaking, safe for polymeric coatings and touch screens. Contains propylene based glycol ether, sodium lauryl sulfate, sodium laureth sulfate.

Specifications: pH 8 – 9 % Active 55 - 65% (w/w) VOC Content 35 - 45% (min) Alcohol Free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
020159	DFE and Green Seal Approved Recognized Glass Cleaner Concentrate	250 gallons	\$ _____/gallon tote*	\$ _____	Gallon	\$ _____per gallon

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

K. Green Floor Finish

Description: Super concentrates used to manufacture liquid floor polish that is Green Seal Approvable, 20% solids, contains no metal cross links,

Specifications: VOC Content 0.1 % , Maximum pH range 7.6 - 8.4 Coefficient of friction 0.65 + or - 0.05
Flashpoint – none to boiling, low odor, for use on all floors.

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
240034	Green Floor Finish	250 gallons	\$_____/gallon tote*	\$_____	55 Gallon Drum	\$_____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

L. Green Floor Finish Stripper

Description: Super concentrates used to manufacture liquid floor polish stripper which is Green Seal Approvable that will remove zinc and non-zinc polish in one pass, VOC compliant, low odor.

Specifications: pH < 11 H M I S Health Hazard Rating 2 or less as required by DOC

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
250034	Green Floor Finish Stripper	250 gallons	\$_____/gallon tote*	\$_____	55 Gallon Drum	\$_____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

M. Green Restroom & Shower Cleaner Concentrate

Description: Super concentrates used to manufacture organic acid based shower room cleaner concentrates and RTU bowl cleaners, Green Seal Approvable.

Specifications: HMIS Health Hazard Rating 2 or less for concentrates and 1 or less for the RTU bowl cleaners

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
260034	Green Restroom & Shower Cleaner Concentrate	250 gallons	\$_____/gallon tote*	\$_____	55 Gallon Drum	\$_____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

N. Green Drain Cleaner

Description: Super concentrates used to manufacture a bio-active enzyme based drain, grease trap, lift station treatment, containing active bacterial cultures that will make amylase, cellulase, lipase and protease enzymes. USDA Li (LG)

Specifications: HMIS Health Hazard Rating 1 or less for general use as required by DOC
Typical Bacterial Counts 3.6 billion/gallon

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
270034	Green Floor Finish Stripper	250 gallons	\$_____/gallon tote*	\$_____	55 Gallon Drum	\$_____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

Category VIII
Cost Summary Worksheet

Category VIII: Environmentally Safe Products			Extended Cost
Item A	Foaming Soap Ultra Concentrate	from Page 44	\$
Item B	Hand and Body Moisturizer	from Page 44	\$
Item C	Antiseptic Foaming Hand Cleanser	from Page 45	\$
Item D	Instant Hand Sanitizer Foaming, Non-Alcohol	from Page 45	\$
Item E	Instant Hand Sanitizer Foaming, Non-Alcohol	from Page 46	\$
Item F	Antibacterial Foaming Hand Soap	from Page 46	\$
Item G	Concentrated Lime Scale Remover-DFE and Green Seal Approved	from Page 47	\$
Item H	Recognized Multi-Purpose Cleaner/Degreaser – DFE and Green Seal Approved	from Page 47	\$
Item I	Concentrated Glass Cleaner – DFE and Green Seal Approved	from Page 48	\$
Item J	DFE and Green Seal Approved Recognized Glass Cleaner Concentrate	from Page 48	\$
Item K	Green Floor Finish	from Page 49	\$
Item L	Green Floor Finish Stripper	from Page 49	\$
Item M	Green Restroom & Shower Cleaner Concentrate	from Page 50	\$
Item N	Green Floor Finish Stripper	from Page 50	\$
Category VIII Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

IX. Food Service Products

A. Food Service Equipment Delimer

Description: Ultra-concentrate food grade phosphoric acid cleaning solution, dilutable at 1 part concentrate to 1 part water to make concentrated Food Service Equipment Delimer. Made concentrate dilutable at 1:256 to 1:10 for hard water and other food scale removal and equipment cleaning. Equivalent to NSF A3 category use.

Specifications: Phosphoric Acid Concentrate 55 – 60% (w/w) % Active Surfactant Concentrate 2-10%
Specific Gravity 1.50 – 1.56 Must be VOC, APE, dye and fragrance free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
130034	Food Service Equipment Delimer	250 gallons	\$_____/gallon tote*	\$_____	55 Gallon Drum	\$_____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

B. Floor Stripper Concentrate

Description: Ultra-concentrated floor finish remover solution, dilutable 1 part concentrate to 1 part water to make rinse free floor stripper concentrate. Dilutable 1 part concentrate to 10 parts water for carpet spotter, laundry spotter and other applications.

Specifications: pH 11.5 – 12.5 % Active glycol ether/surfactant concentration 80% (min) (w/w)
APE and ethylene based glycol ether free

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
030034	Floor Stripper Concentrate	2000 gallons	\$_____/gallon tote*	\$_____	55 Gallon Drum	\$_____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

C. Detergent Ultra Concentrate

Description: Ultra-concentrate high foaming base. Must be dilutable 1:1 with water to make vehicle cleaner ready to package concentrate. Concentrate must be dilutable 1:8 to 1:64 for manual or automated foaming systems. Ultra-concentrate must be dilutable 1:1 with water to make high foaming manual hard dish wash ready to package concentrate. Hand dish wash must be dilutable 1:256 to 1:64 for manual dish wash and pot and pan cleaner. Ultra concentrate must be dilutable 1:3 with water to make ready to package high foaming all-purpose cleaner concentrate. Concentrate must be dilutable 1:32 to 1:64 for general cleaning.

Specifications: pH 6 – 8 % Active 40 (min) SG 1.01 – 1.05 Anionic Content 0.99 meg/gm (min)

OPI ITEM NUMBER	DESCRIPTION	EST. ANNUAL USAGE	PRICE PER GALLON TOTE* 250 gallon tote	EXTENDED COST	ALTERNATE PACKAGING	ALTERNATE PACKAGING UNIT PRICE - FOB DEST. FREIGHT PREPAID
050034	Detergent Ultra Concentrate	6,000 gallons	\$ _____/gallon tote*	\$ _____	55 Gallon Drum	\$ _____per gallon drum

PLEASE STATE MFG. NAME: _____

PLEASE STATE BRAND NAME: _____

LIST ANY ADDITIONAL PACKAGING OPTIONS: _____

LIST QUANTITY PRICE BREAK: _____

NOTE: Prices with an asterisk (*) will be used during the evaluation to determine low lot total for each category by multiplying estimated annual usage by price per gallon tote to determine Extended Cost.

Category IX
Cost Summary Worksheet

Category IX: Food Service Products			Extended Cost
Item A	Food Service Equipment Delimer	from Page 52	\$
Item B	Floor Stripper Concentrate	from Page 52	\$
Item C	Detergent Ultra Concentrate	from Page 53	\$
Category IX Total			\$

NOTE:

The sum of categories I – IX will be used to determine the Not to Exceed Cost used to calculate Cost Proposal Points.

Alternate Packaging and Quantity Price Break will not be considered as part of the Cost Summary or used in evaluation.

4.0 AWARD OF THE CONTRACT

- 4.1 **CONTRACT AWARD** DAS intends to award the Contract based on the schedule in the RFP, if DAS decides the Work is in the best interests of the State and has not changed the award date.

DAS expects the Contractor to commence the Work upon receipt of a state issued purchase order. If DAS awards a Contract pursuant to this RFP and the Contractor is unable or unwilling to commence the Work, DAS reserves the right to cancel the Contract and return to the original RFP process and evaluate any remaining Offeror's Proposals reasonably susceptible of being selected for award of the Contract. The evaluation process will resume with the next highest ranking, viable Proposal.

- 4.2 **CONTRACT** If this RFP results in a Contract award, the Contract will consist of this RFP including the Terms and Conditions, all forms, written addenda to this RFP, the Contractor's accepted Proposal and written authorized addenda to the Contractor's Proposal. It will also include any materials incorporated by reference in the above documents and any purchase orders and amendments issued under the Contract. The general terms and conditions for the Contract are contained in the following link:

<https://procure.ohio.gov/Zip/5.3%20Terms%20and%20Conditions.pdf>

If there are conflicting provisions between the documents that make up the Contract, the order of precedence for the documents is as follows:

1. The one-page Contract Signature Page, Form 5.2.2
2. The RFP, as amended, including the Terms and Conditions;
3. The documents and materials incorporated by reference in the RFP;
4. The Executive Order. EO2011-12K incorporated by reference in the RFP;
5. The Contractor's Proposal, as amended, clarified, and accepted by the State; and
6. The documents and materials incorporated by reference in the Contractor's Proposal.

Notwithstanding the order listed above, amendments issued after the Contract is executed may expressly change the provisions of the Contract. If they do so expressly, then the most recent amendment will take precedence over anything else that is part of the Contract.

5.0 LINKS

To be applicable to all Proposals and subsequent award(s), including sections named below:

5.1 [Instructions](#)

- 5.1.1 Proposal Instructions
- 5.1.2 Evaluation of Proposals
- 5.1.3 Proposal Format & Documentation Required

5.2 [Forms](#)

- 5.2.1 Offeror Required Information
- 5.2.2 Contract Signature Page
- 5.2.3 Offeror Profile
- 5.2.4 Offeror Prior Projects
- 5.2.5 Offeror's Candidate References
- 5.2.6 Offeror's Candidate Education, Training, Experience
- 5.2.7 Offeror Performance Form
- 5.2.8 Contractor/Subcontractor Affirmation and Disclosure

5.3 [Terms and Conditions](#)

- 5.3.1 Performance and Payment
- 5.3.2 Work and Contract Administration
- 5.3.3 Ownership & Handling of Intellectual Property & Confidential Information
- 5.3.4 Representations, Warranties and Liabilities
- 5.3.5 Acceptance and Maintenance
- 5.3.6 Construction
- 5.3.7 Law & Courts

5.4 Additional Resources

EOD Reporting	http://eodreporting.oit.ohio.gov/searchEODReporting.aspx
Office of Budget and Management	http://obm.ohio.gov/LandingPages/Vendor/default.aspx
Office of Procurement Services	http://procure.ohio.gov/proc/index.asp
Ohio Shared Services	http://www.ohiosharedservices.ohio.gov/Home.aspx
Ohio Business Gateway	http://business.ohio.gov/
Ohio Secretary of State	http://www.sos.state.oh.us/SOS/Businesses.aspx
Ohio Penal Industries	http://www.opi.state.oh.us/opi/oos/welcomemenu.aspx
Globally Harmonized System of Classification and Labeling Chemicals	https://www.osha.gov/dsg/hazcom/ghs.html

All links are subject to change in accordance with state of Ohio laws, Ohio Revised Code, Ohio Administrative Code, Executive Orders or any other updates issued by the state of Ohio, Department of Administrative Services, and the Office of Procurement Services. It is the Offeror's responsibility to read and be aware of any changes, corrections, updates or deletions to any information included in the link(s) above.



Office of
Procurement Services
Service · Support · Solutions

6.0 GUIDE FOR PROPOSAL SUBMISSION

This guide outlines steps for submission of a Proposal in response to the advertised Request for Proposal. This guide does not contain the complete instructions for preparing and submitting a Proposal and anything stated herein shall not be considered a term or condition of the Contract. The complete instructions can be found in section 5.1.1, Proposal Instructions.

- 6.1 _____ Read the entire document, including all Web site links. Note critical items such as: Mandatory Requirements; goods or services required, submittal date and time; number of copies to submit; contract requirements; reporting requirements; minimum qualifications; read and understand the terms and conditions.
- 6.2 _____ Take advantage of the “question and answer” period specified in the schedule of events. Questions must be submitted on-line in the Inquiry Process as explained in the Instructions. See section 5.1.1, Proposal Instructions.
- 6.3 _____ Follow the format required in the RFP Instructions when preparing the response in chronological order. Provide point-by-point responses to all sections in a clear and concise manner. See section 5.1.3, Proposal Format & Documentation Required.
- 6.4 _____ Use the forms provided; i.e. Signed RFP Cover Page, Offeror Required Information, Contract Signature Page, Offeror Profile and Prior Projects, Key Personnel forms, Disclosure Form, and Cost Summary Form, See section 5.2, Forms.
- 6.5 _____ Provide complete answers/descriptions. Do not assume the State or any evaluation committee member will know what the Offeror’s capabilities are or what items/services the Offeror can provide, even if previously contracted with the State. The Proposals are evaluated based solely on the information and materials provided in the Offeror’s response.
- 6.6 _____ Check the State’s Web site for RFP addenda. It is the responsibility of the Offeror to be aware of additional information posted on the Web.
- 6.7 _____ The following documents may be submitted with the Proposal or within five (5) business days of request from the Office of Procurement Services: Affirmative Action and proof of insurance. No award will be made without this documentation. Offeror’s Proposal may be eliminated from further consideration upon failure to submit within the specified time frame
- 6.8 _____ If not a current vendor of the state of Ohio, the Offeror will download both the W-9 and Vendor Information Form and submit to Ohio Shared Services (OSS) at vendor@ohio.gov. See section 5.4, Additional Resources.
- 6.9 _____ Review and read the RFP Document again to make sure that you have addressed all requirements. Read and understand Supplements, if applicable. Offeror’s original response and the requested copies must be identical and be complete. The copies are provided to the evaluation committee members and used to score the response.
- 6.10 _____ Offeror’s response must be submitted on time. Late Proposals are never accepted. Make sure the response is labeled on the exterior of the envelope/package with the RFP# and due date, and whether the packet is for the Technical Proposal or the Cost Proposal. Do not place the Cost Proposal in the Technical Proposal.