

**INVITATION TO BID BY
REVERSE
AUCTION**

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

**QUALIFICATION
SUMMARY**

The Original Signed Qualification Summary must be submitted in a sealed envelope to the Office of Procurement Services to receive consideration to participate in the on-line auction.		BIDDER NAME	
QUALIFICATION SUMMARY NUMBER SA901410	QUALIFICATION SUMMARY DUE DATE (1:00 P.M.) May 26, 2010	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY	STATE ZIP
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. GDC149	QUALIFICATION SUMMARY NOTICE DATE May 13, 2010	CONTRACTOR'S E-MAIL ADDRESS	

In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%,10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". _____%, _____ Days, Net 30 Days

PARTICIPATING AGENCY(IES): ALL STATE AGENCIES, AND PROPERLY REGISTERED COUNTIES, TOWNSHIPS, MUNICIPAL CORPORATIONS, REGIONAL TRANSIT AUTHORITIES, REGIONAL AIRPORT AUTHORITIES, PORT AUTHORITIES, SCHOOL DISTRICTS, CONSERVANCY DISTRICTS, TOWNSHIP PARK DISTRICTS AND PARK DISTRICTS, PURSUANT TO SECTION 125.04(B) OF THE OHIO REVISED CODE, THE COOPERATIVE PURCHASING ACT. STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS, STATE COMMUNITY COLLEGES OR OTHER INSTITUTIONS OF HIGHER EDUCATION MAY USE THESE CONTRACTS. SUCH USE, HOWEVER, IS BASED UPON EACH ENTITY'S PROCUREMENT AUTHORITY.

THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR:

DETERGENTS AND MISC. CHEMICALS

TERM OF CONTRACT: This Invitation to Bid is to establish a requirements contract to procure the described supplies or services on behalf of the above participating agency(ies). The agency(ies) may place orders against the Contract beginning 6/18/2010 or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire 6/30/2013 unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Contract Terms and Conditions. No agencies may place purchase orders against the Contract beyond the expiration date unless DAS renews the Contract by amendment. The contractor may begin performance under the Contract only upon receipt of a valid order from a participating state agency.

By submitting this Invitation to Bid, the Contractor certifies that Contractor has truthfully disclosed the location(s) where all services are to be performed; the location(s) where all applicable State contract data is to be maintained or made available; and the principal location of business for the Contractor and all subcontractors. The Contractor further certifies and acknowledges that Contractor will not change the country of the location(s) where services are performed and will not change the country of the location(s) where data is maintained or made available without prior written consent of the State.

INSTRUCTIONS TO BIDDERS AND REVERSE AUCTION CONTRACT TERMS AND CONDITIONS, Revised 10-01-07, are a part of this Invitation to Bid. Copies may be downloaded by clicking on this link: [Instructions: Instructions to Bidders for Reverse Auction, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions.](#) (All prior versions of Instructions to Bidder, Contract Terms and Conditions are null and void.

Any questions or clarifications regarding this Invitation to Bid should be directed to the Office of Procurement Services through the Internet at www.ohio.gov/procure. All questions should be submitted a minimum of three (3) working days prior to the bid opening date.

PRINTED/TYPED SIGNATURE	AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) <i>(Please sign in blue ink)</i>	DATE
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The ORIGINAL signed Bid must be received at the Office of Procurement Services by 1:00 P.M. on the above listed due date to receive consideration to participate in the Reverse Auction event. Facsimile or electronic copies are not acceptable. The Qualification Summary must be submitted in a sealed envelope with the Reverse Auction number clearly listed on the exterior of the envelope. It is requested that the Bidder NOT sign Qualification Summary bid in BLACK ink. BIDDER CERTIFIES, by signature affixed to its Qualification Summary, that the information provided by it in its Qualification Summary, including the certified statements, is accurate and complete. Bidder declares to have read and understood and agrees to be bound by all of the instructions, terms, conditions and specifications of this Invitation to Bid by Reverse Auction and agrees to fulfill the requirements of any awarded contract at the prices bid. The sealed Qualification Summary will be publicly opened and certified by a representative of the Auditor of State on the above listed due date. Responses received after the above due date and time will not be considered.

REQUIRED CERTIFICATION FOR BIDDING

Those bidders claiming preference for Domestic Source End Products and/or the Ohio preference, pursuant to Revised Code Sections 125.09 and 125.11 and Administrative Code Section 123:5-1-06 must complete the following information. Bidders who qualify as an "Ohio" bidder (offer an Ohio product or who have significant Ohio economic presence) or who qualify as a Border State bidder are eligible to receive a five percent (5%) preference over non-Ohio/Border state bidders. The state reserves the right to clarify any information during the evaluation process. **BIDDERS MUST COMPLETE THIS CERTIFICATION TO RECEIVE THE PREFERENCE.**

A. DOMESTIC PREFERENCE (BUY AMERICA): [Not applicable to "Excepted Products"]

- Where is each product/services being offered mined, raised, grown, produced or manufactured?
 United States: _____ (State) Canada Mexico (Go to B-1)
 Other: (Specify Country) _____ (Go to A-2)
- End product is manufactured outside the United States and at least 50% of the cost of its components are produced, mined, raised, grown or manufactured within the United States. The cost of components may include transportation costs to the place of manufacture and, in the case of components of foreign origin, duty whether or not a duty free entry certificate is issued.
 Yes (Go to Section B-1) No (Go to Section A-3)
- The Bidder hereby certifies that each end product, except the products listed below, is a domestic source end product as defined in the Buy America Act and that components of unknown origin have been considered to have been mined, produced, grown or manufactured outside the United States.
_____(Item) _____(Country of Origin)
_____(Item) _____(Country of Origin)

A domestic end source product is deemed to be excessively priced if it exceeds the cost of the foreign product by more than 6%. Pursuant to FAR, Part 25, the state of Ohio does not acquire supplies or services that cannot be imported lawfully into the United States. The contractor, their subcontractor(s) and any agent of the contractor or subcontractor must not acquire any supplies or services originating from sources within, or that were located in or transported from or through Cuba, Iran, Iraq, Libya, North Korea, Sudan Territory of Afghanistan controlled by the Taliban, or Serbia (excluding the territory of Kosovo).

B. OHIO PREFERENCE (BUY OHIO):

- The products/services being offered are raised, grown, produced, mined or manufactured in Ohio. 
 Yes (Go to C) No (Go to B-2)
- Bidder has significant economic presence within the state of Ohio. Yes (Answer a, b, c, d below) No (Go to B-3)
 - Bidder has paid the required taxes due the state of Ohio Yes No
 - Bidder is registered with the Ohio Secretary of State
 Yes (Charter/Registration No.: _____) No
Questions regarding registration should be directed to (614) 466-3910 or visit their web site at:
<http://www.sos.state.oh.us/>
 - Bidder has ten or more employees based in Ohio or border state. Yes No (Go to B-2d)
 - Bidder has seventy-five percent or more employees based in Ohio or border state. Yes No (Go to B-3)
- Border state bidder:
 Yes (Specify which state then go to B-2c): KY MI NY PA IN) No (Go to B-4)
- Border state bidder: mined products mined in respective border state Yes No Not Applicable

C. E.D.G.E. DESIGNATION

Bidder is certified E.D.G.E. business Yes No

For information on E.D.G.E. designation, please visit the DAS Equal Opportunity Division website at:
<http://das.ohio.gov/Eod/Edge/Index.htm>

D. DECLARATION REGARDING MATERIAL ASSISTANCE/NON-ASSISTANCE TO A TERRORIST ORGANIZATION (DMA)

The Bidder being awarded this Contract must:

- review the Terrorist Exclusion List at http://www.publicsafety.ohio.gov/links/terrorist_exclusion_list.pdf
- complete the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization (DMA) form <http://www.publicsafety.ohio.gov/links/HLS0038.pdf> and submit this with your bid response.

Failure to complete the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization (DMA) form may result in the bidder being deemed not responsive and/or may invalidate any Contract award. If not submitted with the bid response, the bidder will have seven (7) calendar days, after notification, to submit the form.

NOTICE: This Invitation to Bid will be conducted by Reverse Auction. Bidders should carefully read Instructions to Bidders for Reverse Auction and Contract Terms and Conditions, through the link on page 1 of this Invitation to Bid prior to proceeding. The responses received will be for submission of documentation only, to pre-qualify bidders to participate in a Reverse Auction. The Reverse Auction will tentatively be held on June 7, 2010. Time frames will be determined and stated in the actual invitation to the Reverse Auction. The Reverse Auction platform will be available for placeholder bids as stated in the invitation issued by HedgeHog Inc. to qualified bidders. Products offered in this Qualification Summary will be the same products bid upon during the Reverse Auction and the same products supplied, upon award of any ensuing contract. This Qualification Summary does not require submission of pricing at this time. Prospective bidders shall indicate in the spaces provided on the Item Identification page (pages 23-24), the Processor (Manufacturer), Brand Name, Product Code Number, case pack quantity and any other required specifications for each item. Bidders may expect samples to be requested before or immediately following the reverse auction event.

REVERSE AUCTION QUALIFICATION SUMMARY SUBMITTALS: Reverse Auction Qualification Summaries shall be submitted in paper form in a sealed envelope with the bid number clearly marked on the exterior. If the bidder uses an express mail or courier service, the bid number must be clearly marked on the exterior of the express mail or courier envelope or must be enclosed in a sealed envelope inside the express mail or courier service envelope, with the bid number clearly marked on the inside envelope. DAS must receive the Qualification Summary no later than 1:00 p.m. the day the summaries are scheduled for opening. DAS receives summaries during the hours of 8:00 a.m. through 4:30 p.m., Monday through Friday, except state observed holidays. DAS does not accept summaries with insufficient postage, collect on delivery, or through electronic means. Summaries must be delivered to the following address: Department of Administrative Services, General Services Division, Office of Procurement Services, ATTN.: Bid Desk, 4200 Surface Road Columbus, OH 43228-1385.

The ITB Contract award process by Reverse Auction has three (3) distinctive parts:

1. The submission and evaluation of the Invitation To Bid By Reverse Auction Qualification Summary.
2. The submission of pricing by Reverse Auction for qualified bidders. Price delivered FOB Destination Prepaid, will be the price required to be entered during the Reverse Auction.
3. Contract award evaluation that may include product sampling.

SPECIAL TERMS AND CONDITIONS

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

MANDATORY/REQUIRED SUBMISSIONS: Mandatory submissions must be submitted with the Qualification Summary response. Required documentation/materials should be submitted with the Qualification Summary. If not submitted with the Qualification Summary, the Bidder must provide the said required documentation/materials within three (3) calendar days after notification, to the Office of State Purchasing. Failure to provide mandatory submissions with the Qualification Summary response or failure to provide the required documentation/materials, as applicable, within the stated time period will result in the Bidder being deemed not responsive and the bid response will be immediately disqualified with no further consideration given for potential awarding of the Contract. For specific submission requirements, Bidders should refer to **MANDATORY SUBMISSION - BIDDER QUALIFICATIONS** below and the Bid Submission Check List on page 25 for a listing of those mandatory submissions due with the Qualification Summary response and those other submissions that should be submitted with the Qualification Summary response, but which do not become mandatory until requested by DAS.

MANDATORY SUBMISSION - BIDDER QUALIFICATIONS: To participate in the Reverse Auction Bidders must pre-qualify. In order to be deemed responsive, responsible and qualified to participate in the Reverse Auction, Bidders must provide the following mandatory submissions with their Qualification Summary response. Qualification Summary responses are due on May 14, 2010 by 1:00 PM EST. For more information see the Mandatory and Required Submittals Section of the Bid Submission Checklist on page 25 of this Invitation to Bid.

- A. Bidders shall supply a letter stating ability to show proof of Workers' Compensation Liability Insurance, and General Liability Insurance per the Contract Terms and Conditions (Rev. 10/01/07), Articles S-12 and S-13. Insurance must meet the minimum requirements, of the state of Ohio, as stated in these paragraphs. See **INSURANCE REQUIREMENTS** clause on page 8 of this Invitation to Bid / Qualification Summary.
- B. Bidders responding to this Invitation to Bid must be authorized dealers or manufacturers of the products they are bidding. Bidders shall submit, with the pre-qualification response, certification attesting that they are the manufacturer or an authorized dealer of the manufacturer of the products being bid. This certification must be on the manufacturer's letterhead, signed by a duly authorized manufacturer's representative.

- C. Descriptive literature or manufacturer's specification sheets must be submitted with the prequalification response for each item/manufacturer bid. Specification sheets must be labeled with the name of the manufacturer, the style or item number and the number of the item bid corresponding to the number of the item on the Item Identification form (pages 23-24) of this qualifying summary. The state acknowledges that it may receive bids from multiple Distributors bidding the same manufacturer's products. In such situations, specification sheets/samples may be submitted by manufacturer(s) on behalf of multiple distributors, provided that such specification sheets/samples are accompanied by written documentation on the manufacturer's letterhead, signed by an authorized representative of the manufacturer, listing the named distributor(s) for whom the specification sheets/samples are provided. Any bidder not appearing on this listing and who have failed to furnish requested specification sheets/samples may be considered not responsive.
- D. Bidders shall complete and submit the Item Identification Information on pages 23-24. This contract will be awarded by line item. Bidders may pre-qualify for multiple line items by providing the complete information for each line item. Bidders should NOT SUPPLY BID PRICING with your pre-qualification summary information submittal. Bidders shall indicate on the Item Identification Page for each item offered in the spaces provided; the Manufacturer, Brand Name, Item/Style Number, Case Pack quantity and any other required specifications for each item bid. Items offered by bidders during pre-qualification will be the same items bid upon during the Reverse Auction and the same products supplied, upon award of any ensuing contract. Once a bidder has indicated and/or quoted a particular manufacturer, brand, item/style number, any subsequent contract will be issued manufacturer and brand specific. No substitutes for brand item/style bid are authorized or will be accepted.
- E. Bidders shall complete and submit with their bid the DISCLOSURE OF SUBCONTRACTORS / JOINT VENTURES on page 6 of this Invitation to Bid / Qualification Summary.
- F. Bidders shall complete and submit with their bid the BIDDER DISCLOSURE STATEMENTS on page 5 of this Invitation to Bid / Qualification Summary.
- G. Bidders shall complete and submit with their bid the AUTOMOBILE LIABILITY INSURANCE REQUIREMENTS AND CHECKLIST on page 5 of this Invitation to Bid / Qualification Summary.
- H. Bidders shall complete and submit with their bid the DISCLOSURE OF FULFILLMENT HOUSES on page 6 of this Invitation to Bid / Qualification Summary.
- I. Bidders shall provide a signed letter stating that all products provided on the Qualification Summary meet the required specifications herein.

Bidders who complete the pre-qualification process and who are deemed to be qualified bidders for at least one line item based upon complete submission of all qualification criteria and specification compliant products as required by this reverse auction qualification summary, will be notified and invited to participate in the Online Reverse Auction Event for the line items specified for which they pre-qualified.

BIDDER DISCLOSURE STATEMENTS: The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the Contract, and the best interests of the State. Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A	Has the Bidder and/or subject company had a contract cancelled for default or cause?		
B	Has the Bidder and/or subject company been assessed any penalties including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?		
C	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?		
D	Has trading in the stock of the subject company ever been suspended? Give date and explanation.		
E	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?		
F	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed for bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?		
G	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the company been convicted of a felony or is currently under indictment on any felony charge?		
H	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the company had a finding for recovery action issued by the Ohio Auditor of State for a sum of funds due the state of Ohio?		

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. This form shall be completed and returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

AUTOMOBILE LIABILITY INSURANCE REQUIREMENTS AND CHECKLIST - Reference: Supplemental Contract Terms & Conditions – Page 10, Article S-13

Automobile Liability - Automobile Insurance is required for anyone coming onto State Property to deliver goods or to perform services using a vehicle, which is owned, leased or rented by the Contractor. Any Bidder, Broker, or Subcontractor who will be on State Property, but not delivering goods or performing services, is required to carry Automobile Liability insurance that complies with the State and Federal laws regarding financial responsibility.

Contractor will indicate, by checking the appropriate box(es) below, which mode of transportation will apply to this contract.

- Bidder/Broker ("The Contractor") or their Sub Contractor will make delivery or be performing services using a vehicle that is owned, leased or rented. Provide Certificate of Insurance documenting automobile liability with a Combined Single Limit of \$500,000.00.
- Goods/Services will be delivered via common carrier.
- No employee or representative of the contractor will have cause to be on State property to make deliveries or to perform services.

Disclosure Of Subcontractors / Joint Ventures (See Standard Contract Terms and Conditions, Section (roman numeral) V. General Provisions:, Paragraph Q.):

List names of subcontractors who will be performing work under the Contract.

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. The Bidder agrees that no changes will be made to this list of subcontractors or locations where work will be performed or data will be stored without prior written approval of DAS. Any attempt by the Bidder/Contractor to change or otherwise alter subcontractors or locations where work will be performed or locations where data will be stored, without prior written approval of DAS, will be deemed as a default. If a default should occur, DAS will seek all legal remedies as set forth in the Terms and Conditions which may include immediate cancellation of the Contract. Failure to complete this page may deem your bid not responsive.

DISCLOSURE OF FULFILLMENT HOUSES:

[Fulfillment Houses are defined as follows: A third party that performs outsourced storage, order picking, packing, shipment and/or tracking activities for the Contractor.] Bidders seeking to enter into a materials contract shall disclose the following: (use additional sheets if necessary)

a) Principal location of business for the contractor (Name/City/State/Country)

b) Principal location of all Fulfillment Houses (Name/City/State/Country)

c) Location where inventory to support the Contract will be maintained (Name/City/State/Country)

d) Has this Fulfillment House ever been asked to withdraw from a contract with the state of Ohio, either as a Fulfillment House or as a direct contractor to the State? Yes No

e) Has this Fulfillment House ever been asked to withdraw from a contract with another state or government body?
Yes No

f) Location where inventory to support the Contract will be maintained (Name/City/State/Country)

The state of Ohio neither approves nor disapproves of any Fulfillment House. The State reserves the right to authorize or fail to authorize the use of any Fulfillment House. Prior removal from a contract or contracts may be cause for disqualification.

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is complete, correct, true and accurate. The Bidder agrees that no changes will be made to this list of fulfillment houses without amendment to the contract issued subsequent to the analysis of bids. Any attempt by the Bidder/Contractor to change or otherwise alter Fulfillment House locations where services will be performed without prior amendment to the contract, will be deemed as a default. If a default should occur, DAS will seek all legal remedies as set forth in the Terms and Conditions which may include immediate cancellation of the Contract. Failure to complete this page may deem your bid not responsive.

SWEATSHOP FREE: By the signature affixed to this qualification summary response, Bidder certifies that all facilities used for the production of the supplies or performance of services offered in the bid are in compliance with applicable domestic labor, employment, health and safety, environmental and building laws. This certification applies to any and all suppliers and/or subcontractors used by the Bidder in furnishing the supplies or services described in the bid and awarded to the Bidder. If DAS receives a complaint alleging non-compliance with sweatshop free requirements, DAS may enlist the services of an independent monitor to investigate allegations of such non-compliance on the part of the Contractor, any sub-contractors or suppliers used by the Contractor in performance of the Contract. If allegations are proven to be accurate, the Contractor will be advised by DAS of the next course of action to resolve the complaint and the Contractor will be responsible for any costs associated with the investigation. Items that will be considered in an investigation include, but are not limited to standards for wages, occupational safety and work hours.

PRODUCT SAMPLES: The bidder(s) may be required to submit samples of the supplies being offered. The samples will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not included as part of their bid response, the bidder will be required to provide the samples within five (5) business days after notification. Failure to provide the samples within the stated time period will result in the bidder being deemed not responsive. After award of the contract, the samples will be used as a basis of comparison with actual product delivered under contract. Any variation between the samples and product being delivered will be considered as an event of default. Any variations between the samples and actual product being delivered that are due to manufacturer changes may be acceptable and shall require prior written approval from DAS. The State acknowledges that it may receive bids from multiple distributors bidding the same manufacturer's product. In such situations, specification samples may be submitted by manufacturer(s) on behalf of multiple distributors, provided that such specification samples are accompanied by written documentation, on manufacturer's letterhead, signed by an authorized representative of the manufacturer, listing the named distributor(s) for whom the specification samples are provided. Any bidder not appearing on this listing and/or bidders failing to furnish requested specification samples, will result in the bidder being deemed non-responsive.

When submitting samples, the outside of shipping carton is to be clearly marked, "samples", with the bid or reverse auction qualification summary number and the opening date. All samples must be tagged to clearly indicate the bid or reverse auction qualification summary number, index number, bid category/item number for which the samples are being submitted. Unmarked samples will not be considered and the bidder will be considered not responsive.

If samples are to be returned bidders must include a self-addressed return mailing label and sufficient postage for said samples. Failure to comply with the foregoing will result in the samples becoming the property of the state of Ohio. After award of a contract the samples of the successful bidder will be retained until the expiration of this contract and the samples will be used as a basis of comparison with actual product delivered under the 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.

DELIVERY AND ACCEPTANCE: Supplies will be delivered to the participating agency within thirty (30) days after receipt of order and, in accordance with paragraphs S-8, S-9, and S-10 of the SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS. The delivery location will be noted on the purchase order issued by the participating agency. 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.

MINIMUM ORDERS: There is no minimum order requirement. All orders placed against a contract awarded pursuant to this Invitation to Bid for delivery F.O.B. destination, transportation charges pre-paid, at any one time to any one destination will be for quantities by case pack as defined on pages 23 and 24. Note: this contract includes pricing for bulk truckloads delivered to a single destination as well as small quantities of cases delivered to a single destination.

ORDER PLACEMENT AND ACCEPTANCE: The contractor must be capable of receiving orders via FAX, phone, email or U.S. Mail. Purchase orders for any item(s) listed in the contract awarded pursuant to this bid will be placed directly with the successful contractor by the using agency. No order will specify delivery to exceed ninety (90) days beyond the expiration and/or cancellation date of this contract.

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

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders". In addition, the state will multiply the estimated annual usage of each line item by the unit bid price. Where a line item has multiple quantities, the average of the quantity bids will be used as the line item bid.

CONTRACT AWARD: The contract will be awarded to the lowest responsive and responsible bidder(s) by line item (1-28). Low line item bid will be determined by multiplying the unit price by the estimated annual usage listed in the bid. Where a line item has multiple quantities, the average of the quantity bids will be used as the line item bid. The quantity bid prices will be used for contract award pricing.

FIXED-PRICE WITH ECONOMIC ADJUSTMENT: The contract prices(s) will remain firm for the first 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 acceptance by DAS. No price adjustment will be permitted prior to the effective date of the increase received by the Contractor from his suppliers, or on purchase orders that are already being processed, or on purchase orders that have been filled and are awaiting shipment. If the Contractor receives orders requiring quarterly delivery, the increase will apply to all deliveries made after the effective date of the price increase.

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

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

INSURANCE REQUIREMENTS: Bidders should provide with their bid, documentation of the following insurance coverages required by the Supplemental Contract Terms and Conditions, Articles S-12 and S-13 (refer to the Bid Page One, link to [Instructions: Instructions to Bidders for Reverse Auction, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions](#)):

1. Ohio Bureau of Workers Compensation Certificate or in the case of non-state of Ohio bidders, proof of workers compensation insurance in your state of domicile.
2. Employer's Liability (Stop Gap) insurance with limits of not less than one million (\$1,000,000.00) dollars.
3. Automobile Liability with limits in accordance with Federal and State laws.
4. Commercial General Liability (CGL) Insurance:
 - a. Limits of \$500,000.00 per occurrence.
 - b. Limits of \$1,000,000.00 annual aggregate.
 - c. To be compliant, the CGL policy must include the following three endorsements:
 - 1) a blanket waiver of subrogation.
 - 2) a statement that the Contractor's CGL coverage is primary over any other coverage.
 - 3) designate the state of Ohio as an additional insured.

If the Bidder does not currently carry the amounts of coverage and/or the required endorsements specified above, the Bidder should provide a letter from their insurance company stating that the Bidder's coverage will be increased to the specified amounts and/or the required endorsements will be added to the policy upon award of the ensuing Contract. The letter from the insurance company should also be submitted with the Bid. If a compliant insurance certificate is not provided with the bid submission the bidder will have five (5) business days after request notification by the Office of Procurement Services to do so. Failure of the bidder to furnish the said information either as part of their bid response or within the time specified herein will deem the bidder not responsive.

INSURANCE DOCUMENTS: Upon the policy renewal date, the contractor must submit, within thirty (30) days, updated insurance documents showing compliance with all applicable coverages required by this contract. As required, the documents must include a current Workers' Compensation Certificate and an Acord Certificate of all applicable insurance coverages and must include all required Commercial General Liability endorsements as described in Articles S-12 and S-13 of the Supplemental Terms and Conditions of this contract.

Failure to maintain compliant insurance coverage per Article S-12 and S-13 of the Supplemental Contract Terms and Conditions will be considered a default and will be cause for cancellation of the contract under the Standard Contract Terms and Conditions, Section I, Item C, Part 1.

These documents shall be forwarded to the Office of State Purchasing, 4200 Surface Road, Columbus, OH 43228-1395, Attn: Dennis Kapenga. (dennis.kapenga@das.state.oh.us)

FEDERAL TAXPAYER IDENTIFICATION FORM W-9 - Notice to Bidders: All Bidders should download a Federal Request for Taxpayer Identification Number and Certification W-9 Form and submit it as part of their bid response. The W-9 form must be completed and must display an original signature. Copied or stamped signatures are not acceptable.

To download the W-9 form from your internet explorer:

- type: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>
- under IRS Resources, select Forms and Publications
- select Download by Form and Instruction Number
- from the list of pdf files, select Item 1007, Form Number W-9
- download, complete the form, submit with the bid response

This completed form should be returned as part of the bid response. Failure to complete this page may deem your bid not responsive. This requirement applies to all Bidders: Bidders who have not previously done business with the State as the awardee of an Office of State Purchasing competitively bid Invitation to Bid, Request for Proposal, or State Term Schedule and also to currently awarded contractors as well. The DAS Central Accounting System requires that all contractor W-9 forms be periodically updated by submission of a new form.

If a current W-9 is not provided with the bid submission the bidder will have five (5) business days after request / notification by the Office of Procurement Services to do so. Failure of the bidder to furnish the said information either as part of their bid response or within the time specified herein will deem the bidder not responsive.

AFFIRMATIVE ACTION PROGRAM VERIFICATION: The Ohio Revised Code (ORC) requires all contractors from whom the State or any of its political subdivisions make purchases have a written affirmative action program for the employment and effective utilization of economically disadvantaged persons. An Affirmative Action Program Verification Form must be submitted to the Equal Opportunity Division to comply with the affirmative action requirements pursuant to the Ohio Revised Code 125.111(B). The form verifies the company's commitment to implement steps to ensure equal employment opportunity within their organization. Prior to the award of a contract a prospective vendor must have filed verification with the state of Ohio EOD that the contractor has a written affirmative action program. Verifications may be submitted online at the following URL: <http://www.das.ohio.gov/eod/aapv.htm> Contact the Ohio Department of Administrative Services Equal Opportunity Division at (614) 752 9273 to obtain a user name and password and follow the directions at the above URL to register your program and obtain a verification letter. For questions or help with filing a verification please contact the Affirmative Action/EEO Unit at (614) 466-8380. Prospective vendors should submit proof with their bid that they have an Affirmative Action Program on file with the state of Ohio DAS/EOD. If said information is not provided with the bid submission the bidder will have five (5) business days after request / notification by the Office of Procurement Services to do so. Failure of the bidder to furnish the said information either as part of their bid response or within the time specified herein will deem the bidder not responsive.

EXCEPTIONS: Any exceptions to the specifications in this bid must be explicitly detailed in the bidder's response. Exceptions will not disqualify a bidder's response, except in cases where specifically noted. It is the intention of the State to fully evaluate all acceptable alternate equal bid responses that meet the overall requirements of the bid specifications. State personnel will evaluate exceptions to determine whether variances are material enough to represent a violation of the specification intent or would give the bidder a competitive advantage. However, exceptions to the stated levels of performance, reliability, and timeliness would represent such a violation of the intent of these specifications that would necessitate rejection of the bid response.

REFERENCE TO ALTERNATE TERMS: Any reference which may appear on any price list, literature or specification sheet(s), to any terms and conditions such as "F.O.B Shipping Point" or "Prices Subject to Change", will not be part of any contract with the successful bidder and will be disregarded by the state of Ohio.

USAGE REPORTS: Every twelve (12) months the contractor must submit a report (written or on disk) indicating sales generated by this contract. The report shall list usage by customer, by line item, showing the quantities/dollars generated by this contract. The report shall be forwarded to the Office of Procurement Services, 4200 Surface Road, Columbus, OH 43228-1395, Attn: G. Berry.

STATE OF OHIO OFFICE OF BUDGET AND MANAGEMENT ELECTRONIC FUNDS TRANSFER PAYMENTS PROGRAM: The awarded contractor should consider registering for the state of Ohio, Office of Budget Management's Electronic Funds Transfer Payments program. By registering and participating in this program, contractors reduce costs for both the contractor and state of Ohio and insure that payments for goods or services are transmitted promptly and accurately. To register for this program, go to: www.obm.ohio.gov/ select Forms from the left side menu and scroll down to Vendor Forms, download and print form EFT – Direct Deposit Form (OBM-1234) review, complete, sign and submit per the instructions on the form..

SPECIFICATIONS

CATEGORY I

DISINFECTANT-DETERGENT AND SANITIZER-DETERGENT

I. SCOPE AND CLASSIFICATION

A. Scope

The purpose of this Invitation to Bid category is to obtain liquid general purpose quaternary ammonium compounds of disinfectant-detergent and sanitizer-detergent.

B. Classification

1. Disinfectant-detergent
2. Sanitizer-detergent

II. APPLICABLE DOCUMENTS

The latest revisions of the following documents shall apply:

- A. Commercial Item Description A-A-1443, "Disinfectant-Detergent, General Purpose (Quaternary Ammonium Compound)"
- B. Commercial Item Description A-A-1442, "Sanitizer-Detergent, General Purpose (Quaternary Ammonium Compound)"
- C. Association of Official Analytical Chemist (AOAC)
- D. ASTM D820, "Chemical Analysis of Soaps Containing Synthetic Detergents"
- E. ASTM E-70, "Determination of pH of Aqueous Solutions with Glass Electrode"
- F. National Fire Protection Association, Code 99-1990, "Standard for Health Care Facilities"
- G. Federal Insecticide, Fungicide and Rodenticide Act (FIFRA) (40 CFR 162.280)
- H. Indirect Food Additives: Sanitizers (21 CFR 178.1010)

III. REQUIREMENTS

A. General

1. Requirements common to both disinfectant-detergent and sanitizer-detergent listed herein.
 - a. The products shall be properly registered by the Environmental Protection Agency (EPA) as disinfectant-detergent or sanitizer-detergent as applicable to the product stipulated herein. The product and its label shall comply with the United States Department of Agriculture's Regulations for the Enforcement of Federal Insecticide, Fungicide and Rodenticide Act (FIFRA).
 - b. Test data shall be made available indicating that the acute oral toxicity for white rats is not less than 2 grams per kilogram of body weight. The skin irritation index shall be no greater than 6.5 when tested in accordance with procedures described either in Interpretation 18 of the Federal Hazardous Substances Labeling Act or the (FIFRA) as amended.
 - c. Included within each case of one (1) gallon plastic containers shall be at least one (1) measuring device that will measure the exact amount of the disinfectant-detergent or sanitizer-detergent required for each gallon of water to kill all bacteria outlined in this specification at the use-dilution ratio of 1:256 or 1:512 as specified by the manufacturer.
 - d. Unless otherwise specified in the contract or purchase order, the supplier is responsible for the performance of all inspection requirements as specified herein. Except as otherwise specified, the supplier may utilize his own facilities or any commercial laboratory acceptable to the state of Ohio. The state of Ohio reserves the right to perform any of the inspections set forth in this specification where such inspections are deemed necessary to assure that product and service conform to prescribed requirements.

B. Item Descriptions:

1. Disinfectant-Detergent (Quaternary Ammonium Compound) - These specifications cover a hospital grade, broad spectrum disinfectant-detergent containing active germicidal quaternary ammonium chlorides and biodegradable synthetic detergents with organic chelating or sequestering compounds in a concentrated form to be used for cleaning, disinfecting, and preventing odors due to bacterial decomposition.
 - a. Product to insure effective bactericidal, fungicidal and virucidal properties in the presence of organic soil (5% blood serum).
 - b. Product to be a concentrated liquid in one (1) gallon container.
 - c. Preferred dilution ratio is 1:256.
 - d. The product shall be suitable and approved for use by the E.P.A. The product shall be free of mercury, other heavy metal compounds, phenol, iodine, free halogens, formaldehyde, and peroxide.
 - e. Specific Gravity of product quoted shall be $1.05 \pm .05$
 - f. Ph of product quoted shall be $10.2 \pm .9$
 - g. The product shall be biodegradable and phosphate free.
 - h. The product shall be effective in hard water of 400 ppm hardness calculated as CaCO_3 and this claim shall appear on the label and/or technical data sheet(s).
 1. The recommended diluted solution of the product shall show no tendency to stratify or precipitate or show any evidence of instability when tested according to the following method:

Add sufficient amount of diluted solution of the product into 100cc of hard water (400 ppm as CaCO_3) in a transparent bottle and mix it at room temperature and allow to stand undisturbed for two (2) hours. Note the presence of any precipitation, instability, etc.
 - i. The use dilution as specified on the label of disinfectant-detergent shall have germicidal action against the following, when tested according to AOAC (current edition) methods exhibiting broad spectrum efficacy against gram positive and gram negative microorganisms. A separate claim of this effectiveness in hard water shall appear on the label and/or technical data sheet; otherwise product may not be accepted.
 1. Salmonella choleraesuis
 2. Staphylococcus aureus
 3. Pseudomonas aeruginosa
 4. Escherichia coli
 5. Klebsiella pneumonias
 6. Salmonella schottmuelleri
 7. Brevibacterium ammoniagenes
 8. Streptococcus faecalis
 9. Shigella dysenteries
 10. Enterobacter aerogenes
 11. Streptococcus salivarius
 12. Lipophilic viruses
 13. Trichophyton mentagrophytes
 14. Influenza A2/Asia
 15. Herpes Simplex
 16. Adenovirus Type 5
 17. Vaccinia Virus
 18. Human Immunodeficiency Virus Type 1 (HIV 1)
 - j. The lowest use-dilution of the product in 400 ppm hard water shall be either substantially odorless or show only a faint pleasant odor.
 - k. The disinfectant-detergent should be on file with an Ohio Poison Control Center which is certified by American Association of Poison Control so that all data necessary for prompt and correct treatment of

Category II

VARIOUS CHEMICALS

I. SCOPE AND CLASSIFICATION

A. Scope

This Invitation to Bid category is to obtain various chemicals (water treatment, laundry, boiler water sludge conditioning, re-circulating cooling water system, etc.).

B. Classification

These specifications include, but are not limited to, chemical products for:

1. Laundry
2. Boiler water sludge conditioning
3. Re-circulating cooling water systems
4. Water treatment systems

II. APPLICABLE PUBLICATIONS

Where applicable, unless otherwise stated in these specifications, the following standards form a part of these specifications.

- A. American Water Works Association Standards (AWWA) for Potassium Permanganate, Hydrofluosilicic Acid, Sodium Hydroxide, Aluminum Sulfate, Hypochlorites
- B. Federal Regulation 7-CFR-362
- C. Federal Regulation 21-CFR-201.3 (good manufacturing practices)
- D. Federal Regulation 40-CFR-162
- E. Federal Regulation 49-CFR-Subchapter C
- F. Federal Specification BB-C-1206
- G. Federal Specification O-S-571F (Anhydrous Sodium Carbonate)
- H. Federal Specification P-L-130C (Laundry Sour)
- I. Federal Specification O-S-635D (Sodium Hexametaphosphate)
- J. Federal Specification O-C-114B (Calcium Hypochlorite, Technical)
- K. FDA Regulations 121.1088 and 173.310
- L. EPA-Rules and Regulations for "Laundry Additives-Residual Self-Sanitization and Bacteriostasis"
- M. Protocol pub. by Petrocci and Clarke (J AOAC 52:836-842) and American Association of Textile Chemists and Colorists
- N. ASTM E-412
- O. ASTM D2022
- P. ASTM 2111
- Q. Military Specification MIL-V-2

III. REQUIREMENTS

A. Hydrofluosilicic Acid (H₂SiF₆) - (Item 3)

1. Applicable Documents: AWWA Standard ANSI/AWWA #B703-97 and latest amendments thereof.
2. Requirements: The product shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Hydrofluosilicic Acid (H ₂ SiF ₆), wt. percent	25.0 min.
Arsenic (AS), wt. percent	0.025 max.
Antimony (Sb), wt. percent	0.025 max.
Lead (Pb)	0.02 max.
Iodine (I)	0.025 max.
Molecular Weight	144.08
pH of 1% solution	1.2
Density of 1% solution	10.29lb./gal.
Boiling Point	105.8 degrees C
Physical State	Aqueous Solution

3. Packaging: 55 gallon drums (approx. 550 lb.)

B. Potassium Permanganate (KMnO₄) – (Item 4)

1. Applicable Documents: AWWA Standard ANSI/AWWA #B603-98 and latest amendments thereof.
2. Condition: This product shall be a free flowing powder (suitable for either solid or solution) 97% by weight.
3. Requirements: The product shall conform to the following:

<u>Property</u>	<u>Requirements</u>
State	Solid
Color	Purple to Grayish hue
Molecular Weight	158
Melting Point	240° C
Density	2.703 g/ml
KMnO ₄ , wt. Percentage	97.0 min

4. Labeling: product must be labeled NSF Standard 60 (for Human Consumption)
5. Packaging: 110 gallon drum. Drums shall be ODOT authorized. Product must comply with applicable requirements with "good mfg. practices" as defined by Food and Drug Administration (FDA) part 210.3 of 21 Code of Federal Regulations (CFR).

C. Sodium Hydroxide Solution, 50% (NaOH Solution) – (Item 5)

1. Applicable Documents:
 - a. AWWA Standard ANSI/AWWA #B501-98 and latest amendments thereof.
 - b. FDA Federal Regulation 173.310
2. Requirements: Shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Appearance	Colorless to slightly colored
Odor	No odor or faint odor
NaOH	50 ± 1%
Water	Balance
Iron	20ppm max.
Boiling Point	Approx. 145°C
Specific Gravity	Approx. 1.52

3. Packaging: Sodium Hydroxide solution shall be available in bulk quantities--3,500 - 4,000 gallon transport load. Data sheet (documenting the chemical content and actual amount of the shipment) furnished at time of delivery.

D. Laundry Sour With Nile Blue Color – (Item 6)

1. This specification covers laundry sour with bluing agent and/or optical brightener.
2. Applicable Documents: Federal Specification P-L-130C; Type I, preferably light tint
3. Requirements: Laundry sour shall be a clean, uniform, free-flowing granulated powder containing a mixture of high neutralizing laundry sour components specified below:

<u>Property</u>	<u>Requirements</u>
Sodium Silico Fluoride, wt. percent	65 min.
Bluing Agent and remainder	2.5
pH of 0.2 percent solution	3.60

4. Neutralizing Capacity: It shall take not less than 500 mg. NaOH per gram of laundry sour to adjust the pH to 7.0 when tested.
5. Solubility: Ninety-five (95) percent of the laundry sour shall dissolve in water at 113°F within two (2) minutes.
6. Labeling: The containers shall be labeled in accordance with the Federal Hazardous Substances Act. Label shall contain the following information:
 - a. Recommended use dilution per 100 lb. of soiled laundry
 - b. Warning statement
 - c. Directions for use
7. Packaging: 100 lb. fiber drums

E. Fabric Softener – (Item 7)

1. Requirements: A Free flowing powdered textile softening agent containing cationic quaternary ammonium chloride compounds, fluorescent brightener and other compounds as given below:

<u>Property</u>	<u>Requirements</u>
Cationic quat. ammonium chloride, wt. percent	4 min. - 30 max.
Fluorescent brightener, salts, sulfates, carbonates	Remainder

2. Labeling: Label shall contain the following information:
 - a. Recommended use dilution per 100 lb. of soiled laundry
 - b. Warning statement, if any, and directions for use
3. Packaging: 100 lb. fiber drums

F. Fabric Softener With Bacteriostat – (Item 8)

1. Applicable Documents:
 - a. Environmental Protection Agency - Rules and Regulations for "Laundry Additives - Residual Self-Sanitization and Bacteriostasis".
 - b. Protocol published by Petrocci and Clarke (J AOAC 52:836-842) and American Association of Textile Chemists and Colorist.

2. Requirements: A free flowing powdered fabric softener, shall have bacteriostatic properties against *S. aureus* (ATC 6538), *K. pneumoniae* (ATCC 4352) and *Protus mirabilis* (ATCC 9240) as required by E.P.A. for labels claiming residual microbial activity on laundered materials. Products shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Cationic Quaternary Ammonium Chlorides, wt. Percent	4 min. - 25 max.
Phenolic derivatives, may contain	Optional
Brightener, salts, sulfates, carbonates, etc.	Remainder

3. Labeling: Label shall contain the following information:
 - a. E.P.A. registration number
 - b. Dosage requirement
 - c. Warning statement, if any
 - d. Directions for use
4. Intended Use: Hospital linens, etc.
5. Packaging: 100 lb. fiber drums

NOTE: If the product contains any amounts of 5 Chloro-2 (2,4-Dichlorophenoxy) Phenol, it shall not be used on baby diapers and a warning statement of such effect shall appear on the label.

G. Sodium Hexametaphosphate (NaP0₃)₆ – (Item 9)

1. Applicable Documents: The American Water Works Association B502-94; Federal Specification 0-S-635D; Type II, Form 2 and latest amendments thereof.
2. Requirements: Clean, free flowing white granules of sodium hexametaphosphate, shall have no odor. The product shall be approved by the American Water Works Association and F.D.A. for treatment of potable water and boiler water additives which may be safely used in the preparation of steam which comes in contact with food as per Federal Register 121.1088. The product shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Total P2O5, wt. percent, min.	66.5
pH, 1% solution	6.6-7.0
Insoluble matter, wt. percent, max.	0.1
Heavy metal (as Pb), ppm, max.	10
Density, bulk, lb./cu. ft., min.	84
Solubility, lb./gallon, min. at 75°F	12
Grade	granular

3. Packaging: 100 lb. bags

H. (Ground) Aluminum Sulfate (Al₂(SO₄)₃14H₂O – (Item 10)

1. Applicable Documents: The American Water Works Association B403-98; Federal Specification O-A-429C, Type I, Class 2 and any latest amendments thereof.
2. Classification: - Purified, ground hydrated aluminum sulfate
3. Requirements: The product shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Appearance	Ground
Grade	Commercial
Total soluble alumina as Al ₂ O ₃ , wt. percent	17.0 min.
Total avail. water soluble aluminum as Al, wt. percent	9.0 min.
Water soluble iron as Fe ₂ O ₃ , wt. percent	0.75 max.
Insoluble matters, wt. percent	0.5 max.
Specific gravity	1.61 approx.
pH 1% solution	3.5 approx.

4. Packaging: 50 lb. bags

I. (Liquid) Aluminum Sulfate (Al₂(SO₄)₃14H₂O – (Item 11)

1. Applicable Documents: The American Water Works Association B403-98; Federal Specification O-A-429C, and any latest amendments thereof.
2. Classification: Liquid Alum
3. Requirements: The product shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Appearance	Clear Liquid
Grade	Commercial
Total soluble alumina as Al ₂ O ₃ , wt. percent	8.0 min.
Total avail. water soluble aluminum as Al, wt. percent	4.25 min.
Water soluble iron as Fe ₂ O ₃ , wt. percent	0.35 max.
Insoluble matters, wt. percent	0.2 max.
Specific gravity	1.33 approx.
pH 1% solution	3.5 approx.
Content	48.5% dry Al ₂ (SO ₄) ₃ 14H ₂ O in water min.

4. Packaging: 55 gal. drums

J. Scale and Corrosion Inhibitor – (Item 12)

1. This product is to be used in recirculating cooling water systems to prevent the formation of scale and corrosion of the metal and shall include the following ingredients at the percentages shown.

<u>Composition</u>	<u>Minimum Percentage by Weight</u>
Dequest 2010	4.0% active HEDP
Polyacrylic Acid	2.0% active PAA
Tolytriazole	0.9% active TTA
Sodium Molybdate	1.5% as MoO ₄
Potassium Hydroxide or Sodium Hydroxide	As needed for stabilization
Specific Gravity at 25°C:	1.22

2. Packaging: 15, 30, 55 gallon non-returnable drums (fiber drums unacceptable)

K. Biocide A – (Item 13)

1. This is a microbiocide for use in controlling the growth of algae, bacteria, and fungi found in recirculating cooling water systems.
2. Microbiocide Z106

<u>Composition</u>	<u>Minimum Percentage by Weight</u>
Active Ingredient:	

Poly [oxyethylene (dimethyliminio) ethylene (dimethyliminio) ethylene dichloride] 15 %

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Inert Ingredients 85 %
Total: 100 %

3. Packaging: 15, 30, 55 gallon non-returnable drums (fiber drums unacceptable)

L. Biocide B (Liquid) – (Item 14)

1. This is a microbiocide for use in controlling the growth of algae, bacteria, and fungi found in recirculating cooling water systems.

<u>Composition</u>	<u>Minimum Percentage by Weight</u>
Active Ingredients:	
5-chloro-2-met by 1-4-izothiazolin e-3-one	1.15 %
2-methyl-4-isothiazolin-3-one	0.35 %
Inert Ingredients	<u>98.50 %</u>
Total::	100.00 %

2. Packaging: 30 or 55 gallon non-returnable drums (fiber drums unacceptable)

M. Biocide B (Pellets) – (Item 15)

1. This is a microbiocide for use in controlling the growth of algae, bacteria, and fungi found in recirculating cooling water systems.

<u>Composition</u>	<u>Minimum Percentage by Weight</u>
Active Ingredients:	
1-Bromo-3-Chloro-5, 5-dimethylhydantoin	96 %
Inert ingredients:	<u>4 %</u>
Total:	100 %

2. Packaging: 50 lb. containers

N. Closed Recirculating System Treatment (Dry Formulation) – (Item 16)

1. This product is to be used in the closed recirculating systems, both hot and cold to prevent the formation of scale and corrosion of the metal and shall include the following ingredients at the percentages shown.
2. Condition: This product shall be a free flowing powder

<u>Property:</u>	<u>Percentage</u>
Sodium Nitrite	75.0 %
Sodium Tetraborate	24.5 %
Mercapto Benzothiazol	<u>0.5 %</u>
Total:	100.0 %

3. Packaging: 25, 50, 100 lb. drums

O. Closed Recirculating System Treatment (Liquid Formulation) – (Item 17)

1. This product is to be used in the closed recirculating systems, both hot and cold to prevent the formation of scale and corrosion of the metal and shall include the following ingredients at the percentages shown.
2. Condition: Clear, Light, Amber Liquid

<u>Property:</u>	<u>Percentage</u>
Demineralized Water	84.87 %
Sodium Nitrite	11.00 %
Sodium Tetraborate	3.18 %
Mercapto Benzothiazole	0.50 %
Sodium Hydrozide	0.15 %
50% Polyacrylic Acid	<u>0.30 %</u>
Total:	100.00 %

3. Net Weight: 30 Gal. – 281 Lbs. \

4. Ohio E.P.A. Registration - The product shall be registered by the Ohio E.P.A., as per rule 3745-83-03 of the Ohio Administrative Code, and shall comply to all the rules and regulations stipulated therein.
5. Shipping Requirements: - Calcium Hypochlorite will be packaged 100 lb. container or any other safe, industry standard container, approved by Dept. of Transportation.

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6. Marking: - Labeling requirements of E.P.A. and/or DOT shall be fulfilled by the contractor.
7. Packaging: 100 lb. drums

R. Ferric Chloride (Liquid) – (Item 20)

1. Applicable Document: The following document shall apply and latest revision thereof: American Water Works Association B407-98, Liquid Ferric Chloride

<u>Composition</u>	<u>Requirements</u>
Ferric Chloride (FeCL3)	37% min.
Ferrous Chloride (FeCL2)	0.5% max.
Free Acid as HCl	0.9% max.
Insolubles (Anhydrous base)	0.2% max.

2. Ohio E.P.A. Registration - The product shall be registered by the Ohio E.P.A., as per Rule 3745-83-03 of the Ohio Administrative Code and shall comply to all the rules and regulations stipulated therein.
3. Packaging: - Liquid ferric chloride shall be packaged in 55 gallon drum with a minimum weight of 580 pounds.

S. Rotary Hydrated Lime – (Item 21)

1. Applicable Document: American Water Works Association Specification B202-93 and latest amendments thereof.
2. Requirements: Finely divided powder shall be free flowing. Hydrated lime shall not contain any impurities or heavy metals in quantities capable of producing deleterious or injurious effects upon the health of those consuming water that has been treated with this product. The product must be free of objectionable materials such as sand, pebbles, and core. Shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Available Calcium Oxide CaO, wt. percent	73.0 min.
Available Calcium Hydroxide Ca(OH)2, wt. percent	96.5 min.
Magnesium Oxide MgO, wt. percent	0.4 max.
Silica, iron oxide, sulfur, wt. percent (total)	0.5 max.
Free H2O	0.7 max.
Calcium Carbonate CaCO3, wt. percent	1.0 max.
Ph	12.4
Mean Particle Size	2.0 Micron
Passing through 100 mesh, percent	100% min.
Passing through 325 mesh, percent	94% min.

3. Packaging 50 lb. bags or bulk

T. Quick Lime – (Item 22)

1. Applicable Documents: American Water Work Association Standard #B202-93 and any latest revision thereof. ASTM Specification C-53-77.
2. Requirements: Calcinated lime stone, shell or equivalent. Shall be in pebble form of approximately 1/2" size (Range 0.75" – 0.188"). Using agency may require on its purchase order that bulk shipments shall be accompanied by weight certificates of certified weighers or the weight may be checked by the purchaser at delivery. Quick lime shall conform to the following:

<u>Property</u>	<u>Requirements</u>
Available lime as CaO	93% - 97%
Calcium Carbonate CaCO3, wt. percent	4.0 max.
Sulfur, wt. percent	0.05 max.
Silica, SiO2, wt. percent	1.10 max.
Iron Oxide, Fe2O3, wt. percent	0.12 max.

Magnesium Oxide MgO, wt. percent	1.50 max.
LOI, Loss on Ignition	1.50 max.
Bulk Density	54-60 lb./cu. ft.
Reactivity	40°C temp. raise in 3 minutes and complete reaction in 10 minutes.

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3. The quicklime shall be of the quality known as "quick slaking" and shall readily disintegrate into a suspension of fine powder.
4. Workmanship: AWWA Standard - the quicklime supplied under this standard shall contain no mineral or organic substances in quantities capable of producing deleterious, or injurious affects upon the health of those consuming water that has been treated with this product.
5. Approx. Minimum Order: 23 Tons

U. Cyclohexylamine Diethylaminoethanol Morpholine Neutralizing Amine – (Item 23)

1. Applicable Documents: FDA Regulation 121.1088
2. Intended use: This amine solution will be used to neutralize the carbonic acid from boilers with long or short circuit steam lines. This steam may come in contact with food.
3. Requirements:
 - a. Free flowing solution shall contain minimum of 20% by weight diethylaminoethanol and a minimum of 20% cyclohexylamine and 10% morpholine in water with stabilizing agents, if any.
 - b. Product shall be readily miscible in water and shall have light amber color.
 - c. Odor – Mild ammoniamal.
 - d. Bidder shall submit with the bid an affidavit stating the weight percent of diethylaminoethanol, cyclohexylamine and morpholine in the solution and total weight of liquid in drums.
 - e. Specific gravity of undiluted solution shall be 0.971.
 - f. Freezing point shall be less than 5 degrees F.
 - g. Ph of this solution shall be 12.79 ± 0.1 standard unit.
 - h. MSDS shall be for this product and not for the raw product.
4. Packaging - Packaged in nominal 30 gallon drums, liquid content shall be 30 gallon + pint. Fiber drums or drums with removable lids are not acceptable.

ITEMS 24, 25 and 26 - PREPAID F.O.B. - CENTRAL WAREHOUSE, 3201 ALBERTA ST., COLUMBUS, OH 43204

V. Boiler Water Sludge Conditioner – (Item 24)

1. Applicable Document: FDA Regulation 121.1088
2. Requirements:
 - a. Free flowing, liquid shall consist of these ingredients:

Sodium Polymethacrylate (molecular weight 4500-5500)	40 %
Inert	60 %
 - b. The product shall be Rohm & Haas Tamol 960 or equal.
 - c. The specific gravity in gm/cc @ 60°C shall be 1.282 +/- .010
 - d. If the weight percent of any component is higher than specified, provided it does not affect the consistency of the product, please state the actual percentage. The award will be based on the cost per pound of the active ingredient.
3. Packaging: Packaged in nominal 30 gallon drums, liquid content shall be 30 gallon + 1 pint if not shipped by weight. Fiber drums and drums with removable lids are not acceptable.
4. Minimum Shipment: 50 drums per order

W. Neutralizing Amine – (Item 25)

1. Applicable Document: FDA Regulation 121.1088
2. Intended use: This amine solution will be used to neutralize the carbonic acid from boilers with long or short circuit steam lines. This steam may come in contact with food.
3. Requirements:
 - a. Free-flowing solution shall contain minimum of 40% by weight diethylaminoethanol in demineralized water with stabilizing agents, if any.

- b. Product shall be readily miscible in water and shall have light amber color.
- c. Odor - mild ammoniacal
- d. Bidder shall submit with the bid an affidavit stating the weight percent of diethylaminoethanol in the solution and total weight and specific gravity of liquid in drums.
- e. Freezing point shall be less than 5 degrees F.
- f. MSDS shall be for this product and not for the raw product.

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- g. Product must be formulated so as not to be DOT regulated and not bear corrosive hazard warnings.
- 4. Packaging: Packaged in nominal 30 gallon drums, liquid content shall be 30 gallon + 1 pint, if not shipped by weight. Fiber drums or drums with removable lids are not acceptable.
- 5. Minimum Shipment: 50 drums per order

X. Catalyzed Sodium Sulfite (Na₂SO₃) – (Item 26)

- 1. Applicable Documents: Federal Specifications O-S-00650 and latest amendments thereof.
- 2. Requirements:
 - a. Catalyzed sodium sulfite shall be a free flowing powder which is to be used as an oxygen scavenger in boiler water treatment where the steam may come in contact with food.
 - b. Sodium sulfite supplied under this contract shall contain no mineral or organic substances in quantities capable of producing deleterious effects on its performance.

<u>Property</u>	<u>Requirements</u>
Sodium Sulfite, wt. percent	95 min.
Sodium Sulfate, wt. percent	4 max.
Sodium Carbonate, wt. percent	2 max.
Cobalt Sulfate Monohydrate, wt. percent	0.4 min.
Heavy Metals	less than 10 ppm
Sodium Chloride, wt. percent	1.0 max.

- 3. Packaging - 50 lb. bags
- 4. Minimum Shipment: 100 bags per order

Y. Sulfur Dioxide – (Item 27)

- 1. Use: - This specification covers liquefied sulfur dioxide for use as a dechlorination agent in the treatment of waste water sanitation.
- 2. Composition - Liquefied sulfur dioxide shall be 99.9% pure by volume and in liquid state containing no more than 100 ppm water. The liquefied sulfur dioxide shall be as free as possible from film forming impurities and shall not contain excessive concentrations of any impurities that may cause operating difficulties as dangerous conditions.
- 3. Containers - Sulfur dioxide cylinders shall be seamless with a capacity of 150 lb. and shall be approved by the Federal Dept. of Transportation. All cylinders, including valves, shall be inspected and purged of all dirt, and/or other foreign materials prior to refilling. Defective cylinders shall not be used for refilling and all cylinders shall have steel valve protection hoods. All cylinders shall be stamped with the appropriate identification information, hydrostatic test dates, and proper warning labels as required by the Federal Dept. of Transportation and the Bureau of Explosives.
- 4. Container Maintenance - The contractor shall be responsible for the proper maintenance of sulfur dioxide cylinders in compliance with 49 Code of Federal Regulation 170. Defective cylinders, including valves, shall immediately be repaired and/or replaced as requested by the ordering agency.
- 5. Capacity - Containers shall be filled to rated capacity. The weight of sulfur dioxide supplied in each container shall be the difference between the filled weight and the unfilled tare weight of the container.
- 6. Packaging & Packing - The sulfur dioxide shall be packaged and transported to the destination in accordance with Federal Dept. of Transportation regulations with Proper Shipping Name (PSN) and DOT Classification Sulfur Dioxide, Liquefied, Class 2.3, UN 1079, Poison – Inhalation Hazard Zone C.

Z. Chlorine Gas – (Item 28)

- 1. Use: - This specification covers dry chlorine in liquid state for use in the treatment of water and waste sanitation.
- 2. Composition - Dry chlorine shall be 99.5% pure by volume and in liquid state containing no more than 150 ppm water. The liquid chlorine shall be as free as possible from film forming impurities and shall not contain excessive concentrations of any impurities that may cause operating difficulties as dangerous conditions.

3. Containers - Chlorine cylinders shall be seamless with a capacity of 150 lb. and shall be approved by the Federal Dept. of Transportation. All cylinders, including valves, shall be inspected and purged of all dirt, and/or other foreign materials prior to refilling. Defective cylinders shall not be used for refilling and all cylinders shall have steel valve protection hoods. All cylinders shall be stamped with the appropriate identification information, hydrostatic test dates, and proper warning labels as required by the Federal Dept. of Transportation and the Bureau of Explosives.

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4. Container Maintenance - The contractor shall be responsible for the proper maintenance of chlorine cylinders in compliance with 49 Code of Federal Regulation 170. Defective cylinders, including valves, shall immediately be repaired and/or replaced as requested by the ordering agency.
5. Capacity - Containers shall be filled to rated capacity. The weight of chlorine supplied in each container shall be the difference between the filled weight and the unfilled tare weight of the container.
6. Packaging & Packing - The chlorine shall be packaged and transported to the destination in accordance with Federal Dept. of Transportation regulations with Proper Shipping Name (PSN) and DOT Classification Chlorine, Class 2.3, UN 1017, Poison – Inhalation Hazard Zone B.

IV. PACKAGING AND DELIVERY REQUIREMENTS

- A. Unless otherwise specified, all chemicals shall be packed in containers (drums, bags, etc.) to assure carrier acceptance and safe arrival at destination, at the lowest transportation rate, for such supplies. Containers shall be in compliance with Uniform Freight Classification or National Motor Freight Classification and/or Department of Transportation, as applicable.
- B. Packaging and shipping of all Hypochlorites, Sulfur Dioxide and Liquid Chlorine, shall be in approved containers as outlined in the American Water Works Association (AWWA) standards and in accordance with Department of Transportation regulations.
- C. Drums: Unless otherwise specified, all drums shall be lever-pak or lock-rim type (both those types must have lid liners). Drums shall be leak-free, in good condition, clean and rust resistant to avoid having the contents contaminated.
- D. Bags: Shall be multiwall bags in good condition as standard to the industry.
- E. Pallets: All bags shall be shipped on 48" x 40" four-way pallets meeting GMA standards. Bidder shall indicate cost of pallets where applicable.
- F. Packaging and shipping: Water treatment chemicals for cooling towers, SC Inhibitor (Item 10) and Biocide A (Item 11) shall be packaged in fifteen (15), thirty (30) and fifty-five (55) gallon non-returnable drums. Biocide B (liquid) (Item 12) shall be packaged in thirty (30) and fifty-five (55) gallon non-returnable drums. Biocide B (pellets) (Item 13) shall be packaged in fifty (50) pound containers to assure carrier acceptance and safe arrival at destination. Containers shall be in compliance with the Uniform Freight Classification or National Motor Freight Classification and/or Department of Transportation regulations, as applicable. Fiber drums are not acceptable for liquid products.

V. MARKING AND LABELING

- A. In addition to any special marking required by the contract or purchase order, shipping containers shall be marked to show product name, date of filling, batch number, and net contents in accordance with governing laws and/or shipping regulations. Directions for use and recommended amounts for use shall also be marked on the label. Drum type containers that may be stored both horizontally or vertically shall be labeled (if possible) on the top and on the side for accessibility.
- B. When requested, bidders shall submit samples and/or copies of shipping labels to be used. Labels should include product contents, directions for use manufacturer's name, and all appropriate warning and safety information.
- C. Product Label(s): All labels shall be in compliance with the Federal Government Hazardous Substances Labeling Act and all applicable OSHA requirements. Printed label(s) on the product(s) should show the type of product, the directions for use, the recommended usage, and the precaution statement(s). 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.
- D. Material Safety Data Sheet(s): Material Safety Data Sheet(s) shall be sent by the contractor with all initial shipments to various destinations as ordered pursuant to contract award.
- E. Technical Assistance: Contractor shall provide, at no additional cost to using facilities, consultation and technical assistance on hazardous products by self help media in the form of audio, video or printed literature or site training if requested by using facilities.

VI. WORKMANSHIP

- A. All liquid chemicals specified herein shall be blended properly and shall not indicate precipitation. Composition, specified by the vendor, shall be maintained throughout the life of this contract. Products not meeting the workmanship requirements shall be returned to the contractor at the contractor's expense.

ITEM IDENTIFICATION

CATEGORY I

DISINFECTANT-DETERGENT AND SANITIZER-DETERGENT

ITEM ID NUMBER	ITEM	CASE PACK	MANUFACTURER AND BRAND NAME	EST. ANNUAL USAGE	REVERSE AUCTION PRICING
1	QUATERNARY AMMONIUM TYPE DISINFECTANT - DETERGENT 1 gallon bottles with one (1) no less than 1 oz. measuring device packed in each case			7,000 gal	per gal.
2	QUATERNARY AMMONIUM TYPE SANITIZER – DETERGENT 1 gallon bottles with one (1) no less than 1 oz. measuring device packed in each case <u>Concentration Test Strips description:</u>			4,000 gal	per gal.

CATEGORY II

VARIOUS CHEMICALS

ITEM ID NUMBER	DESCRIPTION	CONTAINER CAPACITY (Case Pack)	MANUFACTURER & BRAND NAME & CONCENTRATION RANGE PER 100# LAUNDRY (WHERE APPLICABLE)	EST. ANNUAL USAGE	REVERSE AUCTION PRICING
3-(A)	Hydrofluosilicic Acid	55 Gal. Drum		500 Gals.	Per Gal.
4-(B)	Potassium Permanganate	55 Lb. Drum		1 Lb. *	Per Lb.
5-(C)	Sodium Hydroxide Solution, Minimum Shipment 45,000 LBS.	Bulk		1,000 Lbs. *	Per 1,000 Lb.
6-(D)	Laundry Sour With Nile Blue Color	50 Lb. Drum		400 Lbs.	Per Lb.
7-(E)	Fabric Softener	100 Lb. Drum		200 Lbs.	Per Lb.
8-(F)	Fabric Softener With Bacteriostat	100 Lb. Drum		200 Lbs.	Per Lb.
9-(G)	Sodium Hexametaphosphate	50 Lb. Bag		1 Lb. *	Per Lb.
10-(H)	Aluminum Sulfate (Ground)	50 Lb. Bag		1 Lb. *	Per Lb.
11-(I)	Aluminum Sulfate (Liquid)	55 Gal. Drum		1 Gal. *	Per Gal.
12-(J)	Scale and Corrosion Inhibitor	15 Gal. Drum			Per Gal.
		30 Gal. Drum			Per Gal.
		55 Gal. Drum		1,000 Gals.	Per Gal.

		15 Gal. Drum			Per Gal.
		30 Gal. Drum			Per Gal.
13-(K)	Biocide A	55 Gal. Drum		400 Gals.	Per Gal.
		30 Gal. Drum			Per Gal.
14-(L)	Biocide B (Liquid)	55 Gal. Drum		300 Gals.	Per Gal.
15-(M)	Biocide B (Pellets)	50 Lb. Cont.		400 Lbs.	Per Lb.
		25 Lb. Drum			Per Lb.
		50 Lb. Drum			Per Lb.
16-(N)	Closed Re-circulating System Treatment (Dry)	100 Lb. Drum		1,000 Lbs.	Per Lb.
17-(O)	Closed Re-circulating System Treatment (Liquid)	30 Gal. Drum		200 Gals.	Per Gal.
18-(P)	Sodium Hypochlorite (Solution)	15 Gal. Drum		200 Gals.	Per Gal.
19-(Q)	Calcium Hypochlorite (Granular)	100 Lb. Drum		500 Lbs.	Per Lb.
20-(R)	Ferric Chloride	55 Gal. Drum		250 Gals.	Per Gal.
		50 Lb. Bag			Per Lb.
21-(S)	Rotary Hydrated Lime	Bulk		200 Tons	Per 1,000 Lb.
22-(T)	Quick Lime	Bulk		1,000 Lbs. *	Per 1,000 Lb.
23-(U)	Cyclohexylamine, Diethylaminoethanol Morpholine Neutralizing Amine	30 Gal. Drum		100 Gals.	Per Gal.
24-(V)	Boiler Water Sludge Conditioner	30 Gal. Drum		14,300 Gals.	Per Gal.
25-(W)	Neutralizing Amine	30 Gal. Drum		200 Gals.	Per Gal.
26-(X)	Catalyzed Sodium Sulfite	50 Lb. Bag		5,000 Lbs.	Per Lb.
27-(Y)	Sulfur Dioxide	150# Cylinder	Deposit_____	1 Cyl. *	Per Cyl.
28-(Z)	Chlorine Gas	150# Cylinder	Deposit_____	76 Clys.	Per Cyl.

* The estimated quantity is unknown. The provided value will be used for evaluation.

BID SUBMISSION CHECK-OFF LIST

<u>Submitted</u>		<u>Required</u>
	<u>Required with the Bid Response</u>	
_____	Bid Cover Page, Signed in Blue Ink (Page 1)	_____ Yes
_____	Required Certification For Bidding (Page 2)	_____ Yes
_____	Signed specification certification letter (Page 4)	_____ Yes
_____	Disclosure Of Subcontractors/Joint Ventures (Page 6)	_____ Yes
_____	Completed ITEM IDENTIFICATION (Pages 23-24)	_____ Yes
_____	Insurance requirements documentation (page 8)	_____ Yes
_____	Authorized dealer or manufacturer letters (page 3)	_____ Yes
_____	Descriptive Literature (page 4)	_____ Yes
_____	Completed BIDDERS DISCLOSURE STATEMENTS (page 5)	_____ Yes
_____	Completed AUTOMOBILE LIABILITY INSURANCE REQUIREMENTS AND CHECKLIST (page 5)	_____ Yes
_____	Completed DISCLOSURE OF FULFILLMENT HOUSES (page 6)	_____ Yes
_____	Completed DMA Form (Page 2)	_____ Yes
_____	Completed W-9 Form (Page 9)	_____ Yes
	<u>Required During the Bid Evaluation Process</u>	
_____	Samples (page 7, 5 business days after requested) {UPON REQUEST ONLY}	_____ Yes
_____	Affirmative Action Verification Form (V. – I.) (page 9) http://www.das.ohio.gov/Eod/AAPV.htm	_____ Yes

This checklist is provided solely for the Bidder's benefit. Submission of the mandatory/required materials does not guarantee that the Bidder will be deemed compliant with all of the specifications and requirements as stated in this Bid. Completing this checklist does not absolve the Bidder's responsibility to thoroughly review and understand all of the specifications and requirements as stated in this Bid.

NOTES

Role of HedgeHog Inc.

HedgeHog Inc. has been contracted to host and manage the Online Reverse Auction event via the OhioDAS ProcurePort at <https://ohiodas.hedgehog.com>

HedgeHog Inc. will manage all services to support this online event including:

- Reception of all Bidders Registering on the OhioDAS ProcurePort (<https://ohiodas.hedgehog.com>) in order to participate in the Online Reverse Auction event.
- Contact qualified bidders regarding their participation in the online bidding event based on specific state of Ohio DAS ProcurePort requirements.
- Answer all questions relating to the online bidding process and bidding platform.
- Train invited bidders, in advance of the scheduled live online Reverse Auction event, on using the bid platform through a demonstration (mock) open event.
- Conduct the live Online event in accordance with the requirements specified in this document.
- Provide final bid reports to the state of Ohio DAS at the conclusion of the live online reverse auction event.
- HedgeHog, Inc Contact Information: M-F 8:30 AM to 5:00 PM EST _ 1-800-208-2335 / helpdesk@hedgehog.com (24/7)

Schedule (Tentative)

May 12, 2010 _ SA901410 Invitation to Bid by Reverse Auction Qualification Summary posts per page 1.

May 26, 2010 _ Qualifying Summaries due to DAS Procurement Services per page 1.

May 27-28, 2010 _ Sample requests sent to vendors, if required.

June 1, 2010 _ Invitation to Live Auction Issued to Qualified Bidders by HedgeHog Inc.

June 1-4, 2010 _ Qualified Bidders Registered and Trained by HedgeHog Inc.

June 7, 2010 _ Live Reverse Auction conducted.

June 11, 2010 _ Completion of sample process, if required.

June 18, 2010 _ Contract Award