INVITATION TO BID

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

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.	BIDDER NAME
BID NUMBER: RS900113 / OPENING DATE (1:00 p.m.): APRIL 30, 2012	STREET ADDRESS ☐ Check if remit address is different and list on separate sheet
	CITY / STATE / ZIP
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk	COUNTY / MBE/EDGE CERTIFICATE NUMBER
	TELEPHONE NO. ( ) / TOLL FREE NO. 1 - ( )
	CONTACT PERSON / FAX NO. ( )
REQ./INDEX NO. GDC020 / BID NOTICE DATE APRIL 12, 2012	CONTRACTOR'S E-MAIL ADDRESS

SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)

☐ E-Mail ☐ Fax

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:

RENTAL SERVICES FOR UNIFORMS, OTHER APPAREL, FLOOR MATS, DUST AND DIRT CONTROL ITEMS

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 07/01/12 or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire 06/30/15 unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Standard 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.

INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS, Revised 02/2011, are a part of this Invitation to Bid. Copies may be downloaded by clicking on this link: Instructions: Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.

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.

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 five (5) working days prior to the bid opening date.

PRINTED/TYPED SIGNATURE	AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) (Please sign in blue ink)	DATE

The ORIGINAL signed Bid must be submitted to the Office of Procurement Services by 1:00 o'clock p.m., on the above listed opening date to receive consideration for award. It is requested that the Bidder NOT sign their bid in BLACK ink. BIDDER CERTIFIES, by signature affixed to its bid, that the information provided by it in its bid 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 and agrees to fulfill the requirements of any awarded contract at the prices bid.

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"]

1. 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)

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)

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):

1. The products/services being offered are raised, grown, produced, mined or manufactured in Ohio.

   ☐ Yes (Go to C) ☐ No (Go to B-2)

2. Bidder has significant economic presence within the state of Ohio. ☐ Yes (Answer a, b, c, d below) ☐ No (Go to B-3)

   a) Bidder has paid the required taxes due the state of Ohio ☐ Yes ☐ No

   b) 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/

   c) Bidder has ten or more employees based in Ohio or border state. ☐ Yes ☐ No (Go to B-2d)

   d) Bidder has seventy-five percent or more employees based in Ohio or border state. ☐ Yes ☐ No (Go to B-3)

3. Border state bidder:

   ☐ Yes (Specify which state then go to B-2c): ☐ KY ☐ MI ☐ NY ☐ PA ☐ IN ☐ No (Go to B-4)

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://www.das.ohio.gov/Divisions/EqualOpportunity/tabid/80/Default.aspx

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

The Bidder being awarded this Contract must:

1. review the Terrorist Exclusion List at http://www.publicsafety.ohio.gov/links/terrorist_exclusion_list.pdf
2. 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.

SPECIAL CONTRACT TERMS AND CONDITIONS

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

DELIVERY AND ACCEPTANCE: Services will be performed as set forth in the Contract and in accordance with paragraphs S-8, S-9, and S-10 of the SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS. The location of performance will be noted on the purchase order issued by the participating agency. Payment for services rendered will occur upon the inspection and written confirmation by the ordering agency that the services provided conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, payment shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud.

DELIVERY: Uniforms and other apparel, mat and dust control items, towels and any other item(s) listed in this contract shall be delivered on the schedule and at intervals required by each location using the services provided under this contract. Some contract users do not require mat and/or dust control services during some months of the year. These locations must notify the contractor in writing of the months such services are and are not required. There will be no charge to the using location during periods of non-use.

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the “Instructions to Bidders”. DAS will multiply the Estimated Changes per Week times (X) the Bid Price per Change for each item in Categories A. B. and C. and then add these totals together to determine the total cost per week for all items. DAS will then multiply the resulting total by 52 (weeks) to obtain each Bidder’s estimated annual cost. DAS will then multiply the Bidder’s replacement cost for each item times the item’s estimated Loss Quantity per year and total the estimated annual loss cost for all items for each Bidder. DAS will then add the annual cost for rental of all items to the estimated annual cost for loss to obtain the total annual estimated cost per Bidder. Failure to bid all items in this Bid may result in a Bidder being deemed not responsive.

CONTRACT AWAR**D**: A Contract will be awarded to the lowest responsive and responsible bidder by Low Lot Total Cost. Failure to bid all items in this Bid may result in a Bidder being deemed not responsive.

DESCRIPTIVE LITERATURE: The Bidder should submit descriptive literature of the supplies or services being offered as part of their Bid Response. The literature will be used in the evaluation process to determine the lowest responsive and responsible Bidder. If not provided as part of the Bid Response, the Bidder shall provide said literature within seven (7) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the Bid (e.g. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any Contract and will be disregarded by the State of Ohio. Failure of the Bidder to furnish descriptive literature either as part of their Bid Response or within the time specified herein will deem the Bidder not responsive.

PRODUCT SAMPLES: The Bidder should submit samples of the supplies being offered as part of their Bid Response. Samples may include examples of name or other custom patches and/or embroidery as applicable. 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 shall provide the samples within seven (7) calendar days after notification. Failure to provide the samples within the stated time period will result in the Bidder being deemed not responsive. After award of the Contract, the samples will be retained by the State and 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 variation between the samples and actual product being delivered that are due to manufacturer changes may be acceptable but shall require prior written approval from DAS.

BIDDER QUALIFICATIONS: Bidders are required to have been in the Uniform Service/Building Maintenance Supply Rental business, providing the type of uniform clothing/services as specified in this Bid, for a minimum of five (5) years, to qualify for bidding. Bidders should submit documentation of their company background and supportive information of the minimum requirement with their bid. If not included with the Bid Response, the Bidder must provide such supporting documentation within seven (7) calendar days after request/notification by the Office of Procurement Services.

BIDDER REFERENCES: The Bidder should supply three (3) references for organizations where the Bidder has supplied similar services. References provided by the Bidder must agree to be interviewed by DAS concerning the Bidder’s services. This list is to include company name, address, telephone number, contact person, number of years providing service, and description of Contracts. If not included with the Bid Response, the Bidder must provide references as required within seven (7) calendar days after request/notification by the Office of Procurement Services. Failure to submit references as requested may result in the Bidder being deemed not responsive.

SPECIAL CONTRACT TERMS AND CONDITIONS

REFERENCES TO ALTERNATE TERMS: Any reference, which may appear on any price list or descriptive literature furnished by a Bidder, to any terms and conditions, such as F.O.B. Shipping Point or Prices Subject to Change, or any other Charge(s) not specifically mentioned in this bid or subsequent Contract awarded pursuant to this Bid will be disregarded by the State of Ohio.

SPECIAL CHARGES: There shall be no assessment, surcharge, small order charge, minimum order charge, single item charge, make up charge, minimum delivery charge or any other unspecified additional charge that is not specifically mentioned in this Bid or authorized by a subsequent Contract awarded pursuant to this Bid. The Contractor must provide merchandise/service in unit quantity(s) as indicated in this Bid and resulting Contract.

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

SUBMISSION OF INVOICES: Invoices shall be submitted to the location serviced on a bi-weekly or monthly basis as required by the serviced location Using Agency Designated Authority. The Contractor shall submit a "proper invoice", unless otherwise requested by the ordering agency, in triplicate, directly to the ordering agency indicated on the purchase order/request. A "proper invoice" is defined as being free from defects, discrepancies, errors, or other improprieties and shall include, but may not be limited subject to individual agency requirements to:

1) exact Contractor's name and address as listed on the Contract;
2) exact remittance address as listed on the Contract;
3) exact purchase order or purchase request number assigned by the agency;
4) exact description, quantity, unit price, total price, etc. as appears on the purchase order or purchase request and on this contract.

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

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”.

SPECIAL CONTRACT TERMS AND CONDITIONS

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

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

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

The Contractor will receive an email with a User ID and password and must report the quarterly dollar value of sales to the Department of Administrative Services (DAS) via the Internet using the web form at the Ohio DAS Contract Management Contractor Portal, https://cm.ohio.gov/. If no sales occur, the Contractor must show zero. The report must be submitted thirty (30) days following the completion of the reporting period.

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

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

Department of Administrative Services
GSD Business Office
4200 Surface Road
Columbus, OH 43228

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

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

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

SPECIAL CONTRACT TERMS AND CONDITIONS

The Contractor should make the check payable to: Treasurer, State of Ohio and forward the check to the following address:

Department of Administrative Services
GSD Business Office
4200 Surface Road
Columbus, OH 43228

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

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

USAGE REPORTS: In addition to the Contractor Quarterly Sales Report above, every six (6) months the Contractor must submit a report (written or on disk or electronically in Excel format) 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: Walt Schneider, walter.schneider@das.state.oh.us

STIPULATED WEIGHTS AND BLENDS: Where a weight is referenced, whether on a per square or linear yard of material or per piece or package of an item basis, the weight shall be considered the minimum acceptable weight. Where blends of material are referenced, such as “50/50 Polyester/Cotton” or “88/12 Nylon/Lycra” such blend shall be a reference point. Minor variations from the stated blend will be considered. [A minor variation will generally be within +/- 10% of the stated blend.] If multiple blends are referenced for a product, these shall constitute the minimum and maximum acceptable range, with no variation above or below the range.

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.

BID AUTOMOBILE LIABILITY CHECKLIST**:**

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.

SPECIAL CONTRACT TERMS AND CONDITIONS

NOTICE ON THE USE OF SOCIAL SECURITY NUMBERS AS FEDERAL TAX IDENTIFICATION NUMBERS: The Department of Administrative Services (Department) requires vendors and contractors wishing to do business with the State to provide their Federal Taxpayer Identification Number to the Department. The Department does this so that it can perform statutorily required "responsibility" analyses on those vendors and contractors doing business with the State and, under limited circumstances, for tax reporting purposes. If you are a vendor or contractor using your Social Security Number as your Federal Taxpayer Identification Number, please be aware that the information you submit is a public record, and the Department may be compelled by Ohio law to release Federal Taxpayer Identification Numbers as a public record. If you do not want to have your Social Security Number potentially disclosed as a Federal Taxpayer Identification Number, the Department encourages you to use a separate Employer Identification Number (EIN) obtained from the United States Internal Revenue Service's to serve as your Federal Taxpayer Identification Number.

SWEATSHOP FREE: By the signature affixed to this ITB, 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.

EXPENDITURE OF PUBLIC FUNDS ON OFFSHORE SERVICES: The Contractor affirms to have read and understands Executive Order 2011-12K and shall abide by those requirements in the performance of this Contract. Notwithstanding any other terms of this Contract, the State reserves the right to recover any funds paid for services the Contractor performs outside of the United States for which it did not receive a waiver. The State does not waive any other rights and remedies provided the State in this Contract.

The bidder must complete the attached Contractor/Subcontractor Affirmation and Disclosure form attachment to abide with Executive Order 2011-12K, affirming no services of the Contractor or its subcontractors under this Contract will be performed outside the United States. During the performance of this Contract, the Contractor must not change the location(s) of the country where the services are performed, change the location(s) of the country where the data are maintained, or made available unless a duly signed waiver from the State has been attained to perform the services outside the United States.

DEPARTMENT OF ADMINISTRATIVE SERVICES

STANDARD AFFIRMATION AND DISCLOSURE FORM

EXECUTIVE ORDER 2011-12K

Governing the Expenditure of Public Funds on Offshore Services

By the signature affixed hereto, the Contractor affirms, understands and will abide by the requirements of Executive Order 2011-12K. If awarded a contract, both the Contractor and any of its subcontractors shall perform no services requested under this Contract outside of the United States.

The Contractor shall provide all the name(s) and location(s) where services under this Contract will be performed in the spaces provided below or by attachment. Failure to provide this information may subject the Contractor to sanctions. If the Contractor will not be using subcontractors, indicate "Not Applicable" in the appropriate spaces.

1. Principal location of business of Contractor:

(Address)	(City, State, Zip)

Name/Principal location of business of subcontractor(s):

(Name)	(Address, City, State, Zip)
(Name)	(Address, City, State, Zip)

2. Location where services will be performed by Contractor:

(Address)	(City, State, Zip)

Name/Location where services will be performed by subcontractor(s):

(Name)	(Address, City, State, Zip)
(Name)	(Address, City, State, Zip)

3. Location where state data will be stored, accessed, tested, maintained or backed-up, by Contractor:

(Address)	(Address, City, State, Zip)

Name/Location(s) where state data will be stored, accessed, tested, maintained or backed-up by subcontractor(s):

(Name)	(Address, City, State, Zip)
(Name)	(Address, City, State, Zip)
(Name)	(Address, City, State, Zip)
(Name)	(Address, City, State, Zip)
(Name)	(Address, City, State, Zip)

Contract also affirms, understands and agrees that Contractor and its subcontracts are under a duty to disclose to the State any change or shift in location of services performed by Contractor or its subcontractors before, during and after execution of any contract with the State. Contractor agrees it shall so notify the State immediately of any such change or shift in location of its services. The state has the right to immediately terminate the contract, unless a duly signed waiver from the State has been attained by the Contractor to perform the services outside the United States.

On behalf of the Contractor, I acknowledge that I am duly authorized to execute this Affirmation and Disclosure form and have read and understand that this form is part of any Contract that Contract may enter into with the State and is incorporated therein.

By: _____
Contractor

Print Name: _____

Title: _____

Date: _____

SPECIFICATIONS

I. Scope:

These specifications cover the rental of apparel, uniforms, various towels, mat(s) and dust control and accessory items for all state of Ohio Agencies, state institutions of higher education and properly registered members of DAS Cooperative Purchasing Program which choose to use this contract. The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of changes determined by the contract users) in U.S. Dollars.

II. General Requirements:

A. The successful Contractor shall furnish First Quality uniforms and garments including laundry service, mat and dust control and other services as specified herein, on a weekly basis or on a schedule specified by the individual agency/using location. First Quality means that items provided will be sufficient in all aspects for the purpose intended, of superior quality, without defect, cleaned, laundered, pressed, delivered on time and in the quantity ordered/requested. The Bidder/Contractor(s) agrees to provide the State of Ohio with uniform apparel, and building/facility maintenance rental services comparable to the highest industry standards. Termination of this Contract may be exercised by DAS if the Contractor is unable to reasonably resolve any service deficiency, reported in writing by the customer, within thirty (30) days of receipt of such written notification.

B. Penalty: The State will not pay for the delivery of improper, soiled, torn or excessively worn garments and items or for garments and items in substandard condition. A penalty of five (5%) percent of the contract price shall be assessed by the using location designated authority for late delivery of garments or other items on this Contract or for items in substandard condition. This penalty may be assessed by offset(s) to the invoiced price. Repeated violations may be cause for termination of this Contract.

C. Within thirty (30) calendar days of notification of award of this contract, the successful Contractor must contact the using agency locations listed in Appendix A to this Bid to arrange meetings concerning the agency requirements and use of the Contract. Upon notification or contact from a using agency/location not named in Appendix A, the Contractor shall meet with such location(s) within seven (7) calendar days of contact. Each individual at each using location shall be measured and fitted for new uniform and/or clothing items as designated by the agency/using location within seven (7) calendar days of first meeting. The Contractor shall deliver all required uniforms and any other garments or items to the using agency within thirty (30) calendar days after measurements have been taken. Each location using this contract shall designate an individual hereafter referred to as the Using Location Designated Authority who shall be responsible for the functions indicated in this contract. All uniform and clothing items delivered must conform to the requirements of this Bid/Contract and be acceptable to the using location designated authority.

D. The Contractor shall furnish control documents, showing the number of items picked up and delivered for each employee and/or using location. The using agency designated authority shall review, approve and sign each control document prior to any item(s) leaving the agency location. A copy of the control document is to be retained by the using location designated authority. All items are to be checked in and out and count is to be verified in writing by the using location designated authority. Any shortage, overage, damage loss, need for replacement or repair shall be noted on the control document. The using agency will not be responsible for charges for shortage, loss, damage, replacement or other issues not covered by this Contract and not noted and approved on control documents. Items/garments will not be replaced and the using agency will not be responsible for the cost of items replaced without a control document record and the approval of the using agency designated authority.

E. The Contractor shall assign representatives to make scheduled visits to each using location purchasing uniform or garment rental services, at least once every ninety (90) days to resolve any issues and to review all garments. Review is defined as checking condition of garments and checking quantity on hand.

F. Repair Policy: Each Bidder should submit with their Invitation to Bid a letter delineating their policy regarding repair and upkeep of uniforms. Uniforms or garments designated for repair or replacement are to be returned repaired on the next regular delivery. If not submitted with the Bid, repair policy documents shall be provided within seven (7) calendar days after requested by DAS. Failure to submit repair policy documents within the time specified may result in the Bidder being determined not responsive.

SPECIFICATIONS

G. Repair Tags: The Contractor shall provide repair tags. It is the responsibility of the individual wearing the rental garment(s) to report any damage or repair needed to garments to the using location designated authority. It is the responsibility of the using location designated authority to furnish completed repair tags to the contractor.

H. Repairs/Replacement: Acceptance of repaired garments by the agency/using location shall be approved by the using location designated authority. Garments or repaired garments and items will be replaced within seven (7) calendar days when, in the opinion of the using location designated authority, the garment or item is not acceptable for its intended use. Failure to replace garments or items in accordance with this clause may be cause for the using agency designated authority to invoke the penalty described in II. B. above.

I. Responsibility For Repair and Replacement: There will be no charge to the State for repair of items or garments. The State will not be responsible for replacement of items or garments damaged by the Contractor during the cleaning, laundering or delivery process. The State will be responsible for garments which are lost or damaged beyond repair due actions by a representative of the State. Replacement cost will be as indicated in the "Charges for Lost or Missing Garments/Items section of the Contract/Bid price pages. The using agency designated authority must approve all replacement cost charges.

K. Garments For New Employees: Upon termination of employment of any person, Contractor will provide that person's replacement new garments at no additional cost. Such service will also be provided for new employees. Measurement for and delivery of new garments as indicated herein shall be accomplished within 30 days of notification by the agency/using location.

L. Long/Short Sleeves and Short Trousers: Where applicable the Director of each using agency will determine if and when long sleeve or short sleeve shirts and short trousers are to be provided. The agency director or his/her designee (using agency designated authority) shall provide the Contractor thirty (30) calendar days advance written notice to allow for proper changeover.

M. Uniform Pressing: All uniform items are to be properly pressed and delivered on hangers. Note: Security shirts will not have wrinkles in collars, pockets, cuffs or button closure placket.

N. Emergency Service: The Contractor(s) will have the capability to furnish twenty-four (24) hour emergency garment service, when requested.

O. Emblems: Emblems where required shall be provided by the Contractor in accordance with the individual using agency's specifications and shall be highest commercial quality. Emblems shall be provided and affixed to the rental garment by the Contractor in accordance with the individual using agency's specifications at no additional charge to the agency.

P. Name Patches: Name patches where required shall be provided by the Contractor in accordance with the individual using agency's specifications. Name patches shall be provided and affixed to the garment by the Contractor in accordance with the individual using agency's specifications at no additional charge to the agency. The using agency will advise the Contractor of the name to appear on each patch.

Q. Direct Embroidery: Direct embroidery on polo and tee shirts shall be provided by the Contractor in accordance with the individual ordering agency's specifications at no additional charge to the agency. The ordering agency will advise the Contractor of the information that is to appear on the shirt. Upon termination of employment of any person or the garment's life expectancy has elapsed, the using agency will purchase the garment at the stipulated depreciation value. Depreciation value formulas are listed on the Bid/Contract Price Pages for garments eligible for such.

R. Hanger Lockers, Repair Bin and Garment Return Bags: If required by the using agency, at the request of the using agency designated authority, the Contractor shall furnish, at no cost to the State of Ohio, "Steiner" or "O'Day" hanger lockers (or hanger lockers whose specifications meet or exceed "Steiner" or "O-Day" hanger lockers) in sufficient number, one (1) per employee and one (1) repair bin per location and garment return bags for soiled/used garments.

S. Locations To Be Serviced Under This Contract: Authorized users of this contract are, all State of Ohio Agencies, and Facilities and other contract users authorized on page 1 of this Bid/Contract and in the COOPERATIVE PURCHASING CONTRACT clause on page four (4) of this Bid/Contract. All using locations shall be within the State of Ohio.

SPECIFICATIONS

T. Estimated Usage: The changes per week usage indicated for Bid purposes are estimates based upon information supplied by using agencies. Usage may vary and be either more or less than estimated. The State is not responsible for accuracy of these estimates and makes no guarantee of volume based upon the estimates.

U. Colors: Bidders shall offer all required colors and any additional colors available in the bidder's standard catalog. Where specified, Bidders are to notate the Bid Price Pages with additional colors offered.

V. Required Sizes: Unless otherwise provided herein, Bidders shall offer Men's and Ladies sizes Regular Extra Small (XS) through 6 Extra Large (6XL), Tall Medium (Med) through 3 Extra Large (3XL) and/or corresponding numeric sizes. Men's neck and long sleeve size required combinations are neck 14 ½' through 22" and sleeve length 32 through 36 for long sleeved garments.

W. Fire Resistant Clothing: Fire resistant garments offered must meet the performance requirements of ASTM 1506.

X. Employee Time Off Work: Contractor(s) will not charge rental service charges for garments for periods of vacation, sick leave, military leave, short or long term disability or similar circumstances exceeding two successive weeks of employee absence. It is the responsibility of the using location designated authority at each rental service location to notify the Contractor of employees who will be away from the job under the above circumstances for more than two successive weeks. Said notification should take place prior to or during the first week of employee absence for waiver of rental charges for successive weeks. If not notified as specified above rental charges will cease during the second week after notification of absence by the using location designated authority and will resume upon notification from the using location designated authority.

Y. Stipulated Weights and Blends: Where a weight is referenced in the specifications on a per square or linear yard of material or per piece or package on an item basis, the weight shall be considered the minimum acceptable weight. Where blends of material are referenced, such as "50/50 Polyester/Cotton" or "88/12 Nylon/Lycra" such blend shall be a reference point. Minor variations from the stated blend will be considered. (A minor variation will generally be within10% of the stated blend.) If multiple blends are referenced for a product, these shall constitute the minimum and maximum acceptable range, with no variation above or below the range.

Z. Exceptions To Specifications**:** Any exception(s) 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.

AA. Termination of Service: If an item or service provided by this contract ceases to be needed by Individual contract users or agency using locations, such item or service may be terminated upon thirty (30) days written notice to the contractor from the agency using location or using location designated authority.

AB. Settlement for Lost, Destroyed or Missing Garments: Settlement with the using agency location for lost, destroyed or missing garments or other items subject to this contract shall be conducted annually during the month of July and during the first month after the expiration or termination of this contract. During the first week of the specified settlement month, the Contractor shall provide a list of lost, destroyed and/or missing garments or items and the contractually authorized charges for same to the using location designated authority. The using location designated authority will audit the Contractor's list for accuracy and correctness. After agreement on the settlement amount, payment will be made within 30 days after the presentation of a proper invoice for same. "Proper invoice" is defined in the SUBMISSION OF INVOICES clause on page 4 of this Bid/Contract.

AC. Depreciated Garments: Items A4, A5, A6 and A28 which require embroidery shall be purchased back by the agency at the end of the depreciated life of the garment as specified herein at the depreciated value listed. Depreciation shall be based on a 24 month useful life. If due to cessation of the service or a change in employee at a period less than 24 months the agency will buy back the garment(s) at the original value less the monthly depreciation per garment named in the depreciation schedule listed herein times the number of months the garment(s) were in service.

SPECIFICATIONS

III. CLASSIFICATION OF ITEMS

A. Category A. Uniforms and Apparel – Men's and Ladies

B. Category B. Mats, Dust, Dirt Control and Other Supplies

C. Category C. Flame Resistant Garments

IV. SPECIFIC REQUIREMENTS:

A. Category A. Uniforms and Apparel – Men's and Ladies

All uniform apparel shall be from a reputable, high quality manufacturer such as Red Kap, Edwards, Workman, Dickies, Wrangler, Hartwell, Carhartt, Universal or other manufacturer whose specifications meet or exceed the specifications for the items listed herein. Security shirts shall be The Force by Horace Small, Elbeco, Flying Cross by Fechheimer or other high quality reputable manufacturer whose shirt specifications meet or exceed the specifications for the security shirts listed herein. Using agency shall specify on individual purchase orders/purchase documents; gender, long/short sleeve, size and color(s) as available/offered by the awarded contractor. Items offered must meet or exceed the following specifications.

1. Unisex Solid Color Work Shirt: 65/35 Polyester/Cotton, 4.0 oz. broadcloth or poplin weave fabric with durable press and soil release finish, long and/or short sleeve as required, 2 chest pockets, fully lined cuffs and collar with stays. Additional features include six buttons, gripper at the neck, pencil slot in a breast pocket and stitched-down front facing.

   Required Colors: White, Blue, Gray, Tan plus additional colors offered..

2. Unisex Striped Shirt: Yarned-dyed stripes, 65/35 Dacron Polyester/Cotton, 4.25 Oz. Ln Yd poplin or broadcloth weave fabric with durable press and soil release finish, long and/or short sleeve as required, 2 chest pockets, fully lined cuffs and collar with stays. Additional features include six buttons, gripper at the neck, pencil slot in a breast pocket and stitched-down front facing. Similar to VF Imagewear Horace Small The Force New Dimensions or similar.

   Required Colors: Gray/White stripe plus additional color combinations as offered.

3. Unisex Security Shirt: 100% Polyester Texturized or 65/35 Poly/Cotton, 4.25 oz. poplin or other suitable material with durable press and soil release finish, long and/or short sleeve as required, center placket front, lined collar and cuffs. Additional required features include seven buttons, two breast pockets w/flaps, epaulets and badge tab with buttonhole eyelet's and sling. Using agency to specify shirt material.

   Required Colors: White plus additional colors as offered.

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

   Required Colors: Hunter Green, Burgundy, Black White, Navy, Maroon plus additional colors as offered.

5. Birdseye Knit Polo Shirt: 100% polyester, 5.5 oz birdseye knit, industrial wash, rib knit collar with contrasting stripe, long and/or short sleeve as required. Lined placket, three button front, soil release with wickable finish, single hemmed spade-style pocket on left breast. Name directly embroidered on shirt as required. If shirt is embroidered the using agency will buy back at the stipulated depreciated value. See depreciation formula in price schedule.

   Required Colors: Black/Cream, Navy/Cream

SPECIFICATIONS

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

   Required Colors: Hunter Green, Burgundy, Black, White, Navy, Maroon plus additional colors as offered

7. Men's Executive Button Down Shirt: 70/30 or 60/40 cotton/polyester, yarn dyed long sleeve oxford shirt with lined topstitched button down collar, lined cuffs and topstitched with two pleats. Additional required features include tailored sleeve placket, box pleat back, left chest pocket, seven buttons, center pleat placket front.

   Required Colors: White, Lt. Blue, Gray/White stripe, Blue/White stripe, plus additional colors and color combinations as offered

8. Men's Safety Shirt: 100% cotton safety shirt. Long and/or short sleeve as required.

   Required Colors: Charcoal, Blue, White, Tan, Green plus additional colors as offered.

9. Men's & Ladies Trouser: Men's - 65/35 Polyester/cotton, 7.0 oz. twill with CRF finish; Ladies- 65/35 Poly/cotton, 7.0 oz. twill with durable press finish and front darts. Brass zipper, button or hook and eye closure, two slack front and two set-in hip pockets, Rocap or other suitable waistband construction and/or side elastic waist.

   Required Colors: White, Blue, Gray, Tan, Black plus additional colors as offered.

10. Security Trouser: 100% Polyester or 65/35 Poly/Cotton, 7.0 oz. twill with CRF or durable press finish. Rocap or Ban-Rol or other suitable waistband, hook and eye closure, zipper, 2 quarter-top pockets, 2 set-in single welted hip pockets.

    Required Colors: Black plus additional colors as offered.

11. Safety Trouser: 100% cotton safety trouser.

    Required Colors: Charcoal, Blue, White, Tan, Green plus additional colors as offered.

12. Men’s and Women’s Side Elastic Trouser: 65/35 polyester/combed cotton twill with side elastic waist inserts, pleated front, two slack style front pockets, two hip pockets.

    Required Colors: Brown, Charcoal, Navy, Spruce Green, Tan, White plus additional colors as offered

13. Men's Pleated Twill Trouser: 65/35 polyester/cotton brushed twill with double pleated front, hook and eye closure, two front pockets, two hip pockets.

    Required Colors: Black, Khaki, Navy plus additional colors as offered

14. Men's Prewashed Jeans: 13 oz. 100% cotton denim prewashed, regular fit and relaxed fit blue jeans, 5 pockets

    Required Color: Blue

15. Men's Shorts: 65/35 polyester/combed cotton twill with button or hook and eye closure. Two slack style front pockets, two hip pockets, 6" seam.

    Required Colors: Black, Charcoal, Khaki, Navy plus additional colors as offered.

SPECIFICATIONS

16. Unisex Coveralls: 65/35 polyester/cotton, 7.0 oz. twill with durable press finish and topstitched collar. Additional required features include 2 way brass zipper, hemmed sleeves, 2 front pockets, 2 breast and patch hip pockets, rule pocket, action back, side vent openings and gripper at top of zipper and at neck.

    Required Colors: Blue, Brown plus additional colors as offered.

17. Cotton Coverall: 100% Cotton, button or snap closure, button or snap cuffs, side vents, 2 patch hip, two chest, tool and side slash pockets, Sizes: Regular 36 – 56, Long 42 – 48.

    Required Colors: Navy Blue plus additional colors as offered

18. Insulated Coverall: 65/35 Polyester/Cotton Twill. Insulated Quilted Lining. Two Way Zipper Front Closure. Lower Leg Side Seam Zippers, Elastic Waistband, Two Zippered Chest Pockets. Size: Regular S – 4XL, Long M – 4XL, Short S - XL

    Required Colors: Navy Blue plus additional colors as offered

19. Ladies Fitted Smock: 3/4 sleeve, 80/20 polyester/cotton, 5.0 oz. poplin with durable press w/soil release, princess seams and sewn on back belt. 6 front buttons, 2 lower patch pockets, adjustable 3/4 length sleeves with button.

    Required Colors: Navy, White, Lt. Blue plus additional colors as offered.

20. Men's and Women's Lab Coat: 80/20 Polyester/Cotton, Full Length, five Button Closure, Three Patch Pockets, Two front and One Chest, Side Vents, Notched Lapel. Size: Men's and Women's XS – 4XL

    Required Colors: White, Lt. Blue plus additional colors as offered.

21. Men's and Women's Short Lab Coat (Lapel/counter): Ladies to be long sleeve, 80/20 polyester/cotton, 3 or 4 buttons, blazer styling, 2 lower pockets and left breast pocket with pencil stall, lined collar. Men's to be the same as the ladies except 3 buttons and plain back. Sizes: Men's and Women's XS – 4XL

    Required Colors: White, Lt. Blue plus additional colors as offered.

22. Unisex Lab Coat: 50/50 or 65/35 polyester/cotton, two lower pockets and one breast pocket, stain resistant, durable press with button front. Knee length, long or short sleeves as ordered. Lab coat to be embroidered with agency logo as ordered. If embroidered the using agency will buy back at the stipulated depreciated value. See depreciation formula in price schedule.

    Required Colors: White, Navy, Burgundy and additional colors as offered

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

    Required Colors: Lt. Blue plus additional colors as offered

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

    Required Colors: Gray, Brown plus additional colors as offered.

SPECIFICATIONS

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

    Required Colors: Gray, Brown plus additional colors as offered.

26. Warm-Up Jacket: 50/50 or 65/35 polyester/cotton, two lower pockets, raglan sleeves, gripper closure, stain resistant, mid-thigh length, long or short sleeves as ordered. Warm-up Jacket to be embroidered with agency logo as ordered. If embroidered the using agency will buy back at the stipulated depreciated value. See depreciation formula in price schedule.

    Required Colors: White, Burgundy, Navy plus additional colors as offered

27. Denim Carpenter Jean – 100% Garment Washed Cotton Denim 11.75 Oz. full cut with two front and two rear pockets and multiple tool pockets, 19” leg openings to accommodate work boots. Waist Sizes 29” to - 56” in various hemmed lengths.

    Required Color: Blue or Blue Denim

28. Tee Shirt – 100% Polyester or Polyester/Cotton Blend, short sleeve, pocket on left breast fade, shrink and wrinkle resistant. Embroidered if specified with logo specified by agency. If shirt is embroidered the using agency will buy back at the stipulated depreciated value. See depreciation formula in price schedule. Size Unisex S – 5XL

    Required Colors: Navy, Heather Gray plus additional colors as offered

29. Unisex Solid Color Scrub Top - 50/50 Cotton/Polyester, V-Neck, Chest Pocket, Cap Sleeves. Size S – 4XL

    Required Colors: Navy Blue, Burgundy and additional colors as offered

30. Unisex Solid Color Scrub Pant – 50/50 Cotton/Polyester, Reversible, Drawstring Waistband, Size S – 4XL

    Required Colors: Navy Blue, Burgundy and additional colors as offered

31. Unisex Knit Cuff Butcher’s Coat: 100% Polyester, 5.0 Oz Sq Yd, Full Length, Five or Six Stainless Steel Button Closure, Knit Cuffs, Inside Chest Pocket. Size: XS – 4XL

    Required Colors: White and additional colors as offered

B. Category B. Mats, Dust, Dirt Control and Other Supplies

For Dust Mop in Frame, Bidder is to specify width offered for each item.

1. Dust Mop in Frame
   a. 22” to 24” wide (Bidder to Specify Width Offered)
   b. 30” to 36” wide (Bidder to Specify Width Offered)
   c. 38” to 42" wide (Bidder to Specify Width Offered)
   d. 44” to 48" wide (Bidder to Specify Width Offered)

   Dust mops are to be delivered complete on frame ready for attachment to handles.

2. Dust Mop Handle (At least 60" in length)

3. Floor Mat (Bidder must offer all catalog colors)
   a. 3' x 10'
   b. 3' x 5'
   c. 4' x 6'

SPECIFICATIONS

4. Logo Floor Mat (Bidder must offer all catalog colors)
   a. 3' x 10''
   b. 3' x 5'
   c. 4' x 6'

5. Safety Mat: 3' x 5' (Bidder must offer all catalog colors)

6. Greeting Mat: 3' x 5' (Bidder must offer all catalog colors)

7a. Scraper Mat: 3' x 5' (Bidder must offer all catalog colors)

7b. Scraper Mat: 4' x 6' (Bidder must offer all catalog colors)

8. Air Flex Mat 3' x 5' (Bidder must offer all catalog colors)

9. Bath/Shower Towel (White): 22" x 44"

10. Kitchen Towel (White): 15" x 28"

11. Shop Towel (Red): 18" x 18"

12. Air Freshener/Deodorant Canister

13. Air Freshener Deodorant Dispenser

14. Batteries for Air Freshener Dispenser

C. Category C – Flame Resistant Garments

1. Men's Long Sleeve Shirt, Flame Resistant, 88/12 Cotton/Nylon 7.0 Oz Woven Twill constructed of fabric equal to Indura Ultra Soft flame resistant fabric from Westex, Inc. Seven button front, adjustable button cuffs. Collar: spread with sewn-in stays or button down. Two breast pockets with flaps with button or hook & loop fasteners. Must meet performance requirements of NFPA 70E and ASTM 1506, arc rating ATPV 8.7 HRC 2, Sizes SM – 5XL

   Required Color: Light Blue, Navy

2. Men's Trouser, Flame Resistant, 88/12 Cotton/Nylon 9.0 Oz Woven Twill constructed of fabric equal to Indura Ultra Soft flame resistant fabric from Westex, Inc. Brass zipper, button closure, Two Front and two rear pockets. Must meet performance requirements of NFPA 70E and ASTM 1506, arc rating ATPV 12.4 HRC2, Sizes 28 – 50 (waist).

   Required Color: Navy,

3. Men's Jacket, Flame Resistant, Bomber Style, 100% Nomex IIIA (jacket and lining), Brass zipper and snap closure, two pockets with flaps and snap closure, waist length, elasticized waist, snap closure on sleeves. Must meet performance requirements of NFPA 70E and ASTM 1506, arc rating ATPV14.9, HRC2, Sizes Sm – 3XL

   Required Color: Navy

BID PRICE PAGE

The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of changes determined by the contract users) in U.S. Dollars.

CATEGORY A. UNIFORM AND APPAREL; MEN'S AND LADIES

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A1	911018	Unisex Solid Color Shirt, White, Blue, Gray Tan & Addl Colors Below	80	350	8	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A2	911018	Unisex Striped Shirt, Gray/White Stripe & Addl Colors Below	5	25	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A3	911018	Unisex Security Shirt, White & Addl Colors Below	36	180	4	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A4	911018	Unisex Polo Shirt 50/50 Poly/Cotton Jersey, Hunter, Burgundy, Black, White, Navy Maroon & Addl Colors	27	135	3	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A5	911018	Birdseye Knit Polo Shirt, Colors: Black/Cream, Navy/Cream and Additional Colors Offered	10	50	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A6	911018	Unisex Polo Shirt, 100% Cotton Pique; Colors: Hunter Green, Burgundy, Black, White, Navy, Maroon and Additional Colors Offered With & Without Pocket	6	30	1	$

Additional Colors Offered: _____

BID PRICE PAGE

The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of changes determined by the contract users) in U.S. Dollars.

CATEGORY A. UNIFORM AND APPAREL; MEN'S AND LADIES

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A7	911018	Men's Executive Button Down Shirt, Colors: White, Lt. Blue, Gray/White Stripe, Blue/White Stripe & Additional Colors Below	5	15	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A8	911018	Men's Safety Shirt, Colors: Charcoal, Blue, White, Tan, Green and Additional Colors Offered	5	25	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A9	911018	Men's & Ladies Trouser: Colors: White, Blue, Gray, Tan, and Additional Colors Offered	90	395	9	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A10	911018	Security Trouser, Color: Black and Additional Colors Offered	36	180	4	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A11	911018	Safety Trouser, Colors: Charcoal, Blue, White, Tan, Green and Additional Colors Offered	5	25	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A12	911018	Men's & Women's Side Elastic Trouser, Colors: Brown, Charcoal, Navy, Spruce Green & Additional Colors Offered	10	50	1	$

Additional Colors Offered: _____

BID PRICE PAGE

The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of change determined by the contract users) in U.S. Dollars.

CATEGORY A. UNIFORM AND APPAREL; MEN'S AND LADIES

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A13	911018	Men's Pleated Twill Trouser, Colors: Black, Charcoal, Khaki, Navy and Additional Colors	6	30	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A14	911018	Men's Prewashed Jeans, 13 Oz. Color: Blue Denim Regular and Relaxed Fit	20	100	2	$

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A15	911018	Men's Shorts, Colors: Black Charcoal, Khaki, Navy and Additional Colors Offered	4	20	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A16	911018	Unisex Coveralls, Colors: Blue, Brown and Additional Colors Offered	31	47	3	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A17	911018	100% Cotton Coverall, Navy Blue and Additional Colors Below	9	45	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A18	911018	Insulated Coveralls, Navy Blue and Additional Colors Below	3	15	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A19	911018	Ladies Fitted Smock, Colors: Navy, White, Lt. Blue and Additional Colors Offered	5	25	1	$

Additional Colors Offered: _____

BID PRICE PAGE

The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of change determined by the contract users) in U.S. Dollars.

CATEGORY A. UNIFORM AND APPAREL; MEN'S AND LADIES

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A20	911018	Men's & Women's Lab Coat, Colors: White, Lt. Blue and Additional Colors Offered	30	126	3	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A21	911018	Men's & Ladies Short Lab Coat, Colors: White, Lt. Blue and Additional Colors Offered	23	49	3	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A22	911018	Unisex Lab Coat, Colors: White, Burgundy, Navy and Additional Colors Offered	200	600	20	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A23	911018	Shop Coat, Color: Lt Blue and Additional Colors Offered	10	50	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A24	911018	Slash Pocket Jacket, Colors: Gray, Brown and Additional Colors Offered	37	37	14	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A25	911018	Eisenhower Style Jacket, Colors: Gray and Additional Colors Offered	8	8	1	$

Additional Colors Offered: _____

BID PRICE PAGE

The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of changes determined by the contract users) in U.S. Dollars.

CATEGORY A. UNIFORM AND APPAREL; MEN'S AND LADIES

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A26	911018	Warm-Up Jacket, Colors: White, Burgundy, Navy and Additional Colors Offered	200	200	20	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A27	911018	Carpenter Jean, 100% Denim 11.75 Oz, Colors: Blue or Blue Denim and Additional Colors Offered	5	25	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A28	911018	Tee Shirt, 100% Polyester or Poly/Cotton, Short Sleeve, Pocket Left Breast, Colors: Navy, Heather Gray and Additional Colors Offered	5	25	1	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A29	911018	Unisex, Solid Color Scrub Top, Navy Blue, Burgundy and Additional Colors Offered	34	165	4	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A30	911018	Unisex, Solid Color Scrub Pant, Navy Blue, Burgundy and Additional Colors Offered	29	116	3	$

Additional Colors Offered: _____

Bid Item #	UNSPSC #	Description	Estimated Users	Estimated Changes Per Week	Estimated Annual Loss	Bid Price Per Change ($USD)
A30	911018	Unisex Knit Cuff Butcher's Coat, White and Additional Colors Offered	3	9	1	$

Additional Colors Offered: _____

BID PRICE PAGE

CATEGORY A. UNIFORM AND APPAREL; MEN'S AND LADIES

All garments are the property of the Contractor. Missing garments are to be paid for by the using agency at the price listed below (Bidder shall indicate charges for lost or missing garments as indicated).

Bidder Charges For Lost or Missing Garments:

A1	Shirts, Solid	$	A17 Cotton Coverall	$
A2	Shirts, Striped	$	A18 Insulated Coverall	$
A3	Security, Shirt	$	A19 Smock, Ladies	$
A4	Shirts, Polo Jersey	$	A20 Lab Coat	$
A5	Shirts, Polo Birdseye	$	A21 Short Lab Coat	$
A6	Shirts, Polo Pique	$	A22 Unisex Lab Coat	$
A7	Shirts, Button Down	$	A23 Shop Coat	$
A8	Shirts, Safety	$	A24 Jacket, Slash Pocket	$
A9	Trousers, Unisex	$	A25 Jacket, Eisenhower	$
A10	Trousers, Security	$	A26 Jacket, Warm-Up	$
A11	Trousers, Safety	$	A27 Carpenter Jean	$
A12	Trousers, Side Elastic	$	A28 Pocket Tee Shirt	$
A13	Trousers, Pleated	$	A29 Unisex Scrub Top	$
A14	5 Pocket Denim Jean	$	A30 Unisex Scrub Pant	$
A15	Shorts	$	A31 Butcher's Coat	$
A16	Unisex Coverall	$		

The agency will buy back embroidered garments. Bidder(s) shall indicate Original Value and monthly and total depreciation for each item based on a 24 month depreciation period.

Original Value of Item A4 Jersey Polo Shirt $_____
Depreciation Period 24 Months Monthly $_____ Total $_____

Original Value of Item A5 Birdseye Polo Shirt $_____
Depreciation Period 24 Months Monthly $_____ Total $_____

Original Value of Item A6 Pique Polo Shirt $_____
Depreciation Period 24 Months Monthly $_____ Total $_____

Original Value of Item A22 Unisex Lab Coat $_____
Depreciation Period 24 Months Monthly $_____ Total $_____

Original Value of Item A26 Warm Up Jacket $_____
Depreciation Period 24 Months Monthly $_____ Total $_____

Original Value of Item A28 Tee Shirt $_____
Depreciation Period 24 Months Monthly $_____ Total $_____

BIDDER COST ALLOCATION CATEOGORIES					
As a baseline for evaluation of price adjustment requests for this category, Bidders shall indicate the percentage of total costs for the following cost elements. The sum of all percentages must equal one hundred percent. Bidders may add additional cost categories if necessary.					
Cost of Goods	Labor Cost	Utilities	Transportation	Other	Overhead
%	%	%	%	%	%

The above cost allocation categories will not be a part of the Bid evaluation, however failure to complete the above may deem your bid not responsive.

BID PRICE PAGE

The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of changes determined by the contract users) in U.S. Dollars.

CATEGORY B. BUILDING MAINTENANCE SUPPLIES

Bid Item #	UNSPSC #	Description	Estimated Changes Per Week	# Locations	Estimated Annual Loss	Bid Price Per Change ($USD)
B1a	911018	Dust Mop In Frame – 22” to 24” – Bidder to Specify Width_____	15	15	1	$
B1b	911018	Dust Mop In Frame – 30” to 36” – Bidder to Specify Width_____	15	15	1	$
B1c	911018	Dust Mop In Frame – 38” to 42” – Bidder to Specify Width_____	15	15	1	$
B1d	911018	Dust Mop In Frame – 44” to 48 ” – Bidder to Specify Width_____	15	15	1	$
B2	911018	Dust Mop Handle (at least 60” length)	15	15	1	$
B3a	911018	Floor Mat 3’ x 10’ (all catalog colors)	225	12	1	$
B3b	911018	Floor Mat 3’ x 5’ (all catalog colors)	175	12	1	$
B3c	911018	Floor Mat 4’ x 6’ (all catalog colors)	170	12	1	$
B4a	911018	Logo Floor Mat 3’ x 10’ (all catalog colors)	2	2	0	$
B4b	911018	Logo Floor Mat 3’ x 5’ (all catalog colors)	4	4	0	$
B4c	911018	Logo Floor Mat 4’ x 6’ (all catalog colors)	14	1	0	$
B5	911018	Safety Mat 3’ x 5’ (all catalog colors)	12	1	0	$
B6	911018	Greeting Mat 3’ x 5’ (all catalog colors)	15	4	0	$
B7a	911018	Scraper Mat 3’ x 5’ (all catalog colors)	5	1	0	$
B7b	911018	Scraper Mat 4’ x 6’ (all catalog colors)	12	2	0	$
B8	911018	Air Flex Mat 3’ x 5’ (all catalog colors)	9	19	0	$
B9	911018	Bath/Shower Towel White 22” x 44”	100	8	10	$
B10	911018	Kitchen Towel White 15” x 28”	50	2	5	$
B11	911018	Shop Towel (Red) 18” x 18”	9500	90	1000	$
B12	911018	Air Freshener/Deodorant Canister	22	3	0	$
B13	911018	Air Freshener/Deodorant Dispenser	2	1	0	$
B14	911018	Batteries for Air Freshener Dispenser	2	N/A	0	$

BID PRICE PAGE

CATEGORY B. BUILDING MAINTENANCE SUPPLIES

All items are the property of the Contractor. Missing items are to be paid for by the using agency at the price listed below (Bidder shall indicate charges for lost or missing items as indicated).

Bidder Charges For Lost or Missing Items:

B1a	Dust Mop in frame	$	B5	Safety Mat 3’ x 5’	$
B1b	Dust Mop in frame	$	B6	Greeting Mat, 3' x 5'	$
B1c	Dust Mop in frame	$	B7a	Scraper Mat. 3' x 5'	$
B1d	Dust Mop in frame	$	B7b	Scraper Mat, 4’ x 6’	$
B2	Dust Mop Handle	$	B8	Air Flex Mat 3’ x 5’	$
B3a	Floor Mat, 3’ x 10’	$	B9	Bath/Shower Towel White	$
B3b	Floor Mat, 3’ x 5’	$	B10	Kitchen Towel White	$
B3c	Floor Mat, 4’ x 6'	$	B11	Shop Towel 18” x 18” Red	$
B4a	Logo Mat, 3’ x 10’	$	B13	Air Freshener Dispenser	$
B4b	Logo mat, 3’ x 5’	$			
B4c	Logo Mat, 4’ x 6‘	$			

BIDDER COST ALLOCATION CATEOGORIES					
As a baseline for evaluation of price adjustment requests for this category, Bidders shall indicate the percentage of total costs for the following cost elements. The sum of all percentages must equal one hundred percent. Bidders may add additional cost categories if necessary.					
Cost of Goods	Labor Cost	Utilities	Transportation	Other	Overhead
%	%	%	%	%	%

The above cost allocation categories will not be a part of the Bid evaluation, however failure to complete the above may deem your bid not responsive.

BID PRICE PAGE

The Bid Price Unit of Measure shall be the Price Per Change (weekly or bi-weekly or by number of changes determined by the contract users) in U.S. Dollars.

CATEGORY C. FLAME RESISTANT GARMENTS

Bid Item #	UNSPSC #	Description	Estimated Users	Average Changes Per Week	Estimated Annual Loss (items)	Bid Price Per Change ($USD)
C1	911018	Men's Long Sleeve Shirt – Flame Resistant – Colors: Light Blue, Navy	8	40	2	$
C2	911018	Men's Trouser – Flame Resistant – Color: Navy	8	40	2	$
C3	911018	Men's Jacket – Flame Resistant – Bomber Style Color: Navy	3	1	1	$

All garments are the property of the Contractor. Missing garments are to be paid for by the using agency at the price listed below (Bidder shall indicate charges lost or missing garments as indicated).

Bidder Charges For Lost or Missing Garments:

C1 Men's Long Sleeve Shirt, Flame Resistant $ _____
C2 Men's Trouser, Flame Resistant $ _____
C3 Men's Jacket, Flame Resistant $ _____

BIDDER COST ALLOCATION CATEOGORIES					
As a baseline for evaluation of price adjustment requests for this category, Bidders shall indicate the percentage of total costs for the following cost elements. The sum of all percentages must equal one hundred percent. Bidders may add additional cost categories if necessary.					
Cost of Goods	Labor Cost	Utilities	Transportation	Other	Overhead
%	%	%	%	%	%

The above cost allocation categories will not be a part of the Bid evaluation, however failure to complete the above may deem your bid not responsive.

Please complete the following: ITEMS IN THIS BID CONTAIN RECYCLED MATERIALS - Y/N: _____. IF SO _____%. The foregoing will not be a part of the bid evaluation.

APPENDIX A

This appendix contains a list of known State of Ohio locations which have a need for the services provided by this Bid/Contract. Upon award of a contract, the successful Bidder will be furnished the following list with contact names and phone numbers.

In addition to the locations below the services in this contract are available to all other State of Ohio agencies, boards, commissions and other state governmental offices and facilities as well as all state institutions of higher education and any member in good standing to the DAS Office of Procurement Services Cooperative Purchasing Program in the state of Ohio. The awarded Contractor is obligated to provide the services delineated in this Contract to the locations listed in this appendix and, when requested, to any other location in the State of Ohio which is a part of one of the above named groups.

OHIO DEPARTMENT OF AGRICULTURE

Ohio Department of Agriculture Division of Animal Industry
8995 East Main Street, Reynoldsburg, OH 43068

Ohio Department of Agriculture Division of Weights and Measures
8995 East Main Street, Reynoldsburg, OH 43068

OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES

Ohio Department of Administrative Services General Services Division Office of Properties and Facilities
4200 Surface Road Columbus, OH 43228

Ohio Department of Administrative Services General Services Division Office of Properties and Facilities
Ohio Department of Education 25 South Front Street Columbus, OH 43215

Ohio Department of Administrative Services General Services Division Office of Properties and Facilities
Ohio Department of Health 246 North High Street Columbus, OH 43215

Ohio Department of Administrative Services General Services Division Office of Properties and Facilities
State of Ohio Computer Center (SOCC) 1320 Arthur E. Adams Columbus, OH 43221

Ohio Department of Administrative Services General Services Division Office of Properties and Facilities
Ohio Governor's Residence 358 Parkview Avenue Bexley, OH 43209

OHIO DEPARTMENT OF PUBLIC SAFETY

Ohio Department of Public Safety
1583 Alum Creek Drive Columbus, OH 43209

Ohio Department of Public Safety
1952 West Broad Street Columbus, OH 43223

Ohio Department of Public Safety
1970 West Broad Street Columbus, OH 43223

APPENDIX A

OHIO DEPARTMENT OF MENTAL HEALTH

Ohio Department of Mental Health
2150 West Broad Street Columbus, OH 43223

Ohio Department of Mental Health
2150 West Broad Street Columbus, OH 43223

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

Ohio Department of Mental Health Heartland Behavioral Healthcare
3000 Erie Street S. Massillon, OH 44646

Ohio Department of Mental Health Appalachian Behavioral Healthcare
Athens Campus
100 Hospital Drive Athens, OH 45701

Ohio Department of Mental Health Appalachian Behavioral Healthcare
Washington County Community Mental Health Services
118 Putnam Street Marietta, OH 45750

Ohio Department of Mental Health Northcoast Behavioral Healthcare System - Cleveland Campus
1708 Southpoint Drive Cleveland, OH 44109

Ohio Department of Mental Health Northcoast Behavioral Healthcare System – Northfield Campus
1756 Sagamore Road Sagamore Hills, OH 44067

Ohio Department of Mental Health Northwest Ohio Psychiatric Hospital (NOPH) *
930 S. Detroit Avenue Toledo, OH 43614

INDUSTRIAL COMMISSION OF OHIO

Industrial Commission of Ohio
2335 Westbrooke Drive Columbus, OH 43208

Industrial Commission of Ohio
30 West Spring Street Columbus, OH 43266-0581

OHIO DEPARTMENT OF REHABILITATION AND CORRECTONS

Ohio Department of Rehabilitation and Corrections Central Office
770 West Broad Street, Columbus, OH 43222

Ohio Reformatory for Women
1479 Collins Avenue
Marysville, OH 43040

Hocking Correctional Facility
16759 Snake Hollow Rd.
Nelsonville, OH 45764

Lorain Correctional Institution
2075 South Avon-Belden Road
Grafton, OH 44044

APPENDIX A

North East Pre-Release Center
2675 East 30th Street
Cleveland, OH 44115

Ross Correctional Institution
16149 State Route 104
Chillicothe, OH 45601

Trumbull Correctional Institution
5701 Burnett Rd
Leavittsburg, OH 44430

OHIO DEPARTMENT OF TRANSPORTATION (ODOT) LOCATIONS

ODOT Central Office 1980 W Broad Street Columbus, OH 43223

ODOT District 1 1885 North McCullough St., Lima, Ohio 45801 (includes Allen, Defiance, Hancock, Hardin, Paulding, *Putnam, Van Wert and Wyandot Counties)

ODOT District 2 317 East Poe Rd., Bowling Green, Ohio, 43402-1330 (Includes Fulton, Henry, Lucas, Ottawa, Sandusky, Seneca, Williams, and Wood Counties)

ODOT District 3 906 North Clark Ave., Ashland, OH 44805 (Includes Ashland, Crawford, Erie, Huron, Lorain, Medina, Richland, and Wayne Counties)

ODOT District 42088 South Arlington Street, Akron Oh 44306, (Includes Ashtabula, Mahoning, Portage, Stark, Summit and Trumbull Counties)

ODOT District 5 9600 Jacksontown Road SE, Jacksontown, OH 43030 (includes Coshocton, Fairfield, Guernsey, Knox, Licking, Muskingum, and Perry Counties)

ODOT District 6 400 E. William Street, Delaware, OH 43015 (Includes Delaware, Fayette, Franklin, Madison, Marion, Morrow, Pickaway, and Union Counties)

ODOT District 7 1001 St. Mary's Ave, Sidney, OH 45356-0969 (Includes Mercer, Auglaize, Logan, Shelby, Darke, Miami, Champaign, Clark and Montgomery Counties)

ODOT District 8 505 South St. Rt. 741, Lebanon, OH 45036 (Includes Butler, Clermont, Clinton, Greene, Hamilton, Preble, and Warren Counties)

ODOT District 9 650 Eastern Avenue, Chillicothe, Ohio 45601 (Includes Adams, Brown, Highland, Jackson, Lawrence, Pike, Ross, and Scioto Counties)

ODOT District 10 338 Muskingum Drive, Marietta, Ohio, USA, 45750 (Includes Athens, Gallia, Hocking, Meigs, Morgan, Monroe, Noble, Washington, and Vinton Counties)

ODOT District 11 2201 Reiser Ave. SE, New Philadelphia, Ohio 44663 (Includes Belmont, Carroll, Columbiana, Harrison, Holmes, Jefferson, and Tuscarawas Counties)

ODOT District 12 5500 Transportation Blvd., Garfield Heights, OH 44125 (Includes Cuyahoga, Lake and Geauga Counties)