



**Calvert County
Public Schools**

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Superintendent of Schools

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MEMORANDUM

TO: Board of Education of Calvert County
FROM: Kevin Michael, Director of Procurement and Resource Management
VIA: Thomas Powers, Director of School Facilities
Gregory Gott, Supervisor of Operations
DATE: May 25, 2017
SUBJ: Awarding of Custodial Cleaning Supplies (ITB #CCPS-CUST-01-2018)

In March 2017, Calvert County Public Schools posted the above invitation to bid for the purchase of custodial cleaning supplies. Proposals were accepted from bidders up to the 2:00 p.m. deadline on April 25, 2017. Twenty-four (24) vendors submitted proposals (see attached).

The identified funding source for this purchase contract is through local funds.

RECOMMENDATION:

Award the projected total in the amount of \$110,791.76 for the purchase of custodial cleaning supplies as follows:

Item Description	Projected Annual Usage	Low Responsive Vendor	Low Responsive Bid Price	Projected Award Amount
Paper Towel	1,600 CS	Veritiv Operating Company	\$17.20/CS	\$27,520.00
Waste Can Liner	700 CS	Riverside Paper Supply	\$9.28/CS	\$6,496.00
X-Large Disposable Vinyl Glove	1,250 BX	Quill	\$1.43/BX	\$1,787.50
Large Disposable Vinyl Glove	500 BX	Quill	\$1.43/BX	\$715.00
Medium Disposable Vinyl Glove	250 BX	Quill	\$1.43/BX	\$357.50
Wet Mop	1,080 EA	Veritiv Operating Company	\$2.23/EA	\$2,408.40
Synthetic Duster	600 EA	Genesis II Inc.	\$1.03/EA	\$618.00
Terry Towel	500 PK (24/PK)	FPC Holdings Distribution	\$5.72/PK	\$2,860.00
Floor Care Cleaner	216 5GAL	Veritiv Operating Company	\$48.71/5GAL	\$10,521.36
Neutral Disinfectant Cleaner	1,100 5L	Fitch Co	\$19.78/5L	\$21,758.00
Foaming Hand Soap	1,300 CS	Fitch Co	\$27.50/CS	\$35,750.00
Total				\$110,791.76

SUPERINTENDENT'S RECOMMENDATION:

Recommend approval.

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Spreadsheet for: Maintenance - Custodial Cleaning Supplies			Veritiv Operating Company	Genesis II Inc	Dyna Pak	Quill Corp	Abel Industries
Bid Opening Date: April 25, 2017 2:00 pm							
Board Room							
Item #	Description	UOM	Bid Submission	Bid Submission	Bid Submission	Bid Submission	Bid Submission
Attch 1	Bid Submission Form	N/A	✓	✓	✓	✓	✓
Attch 2	Business Relationship Affidavit	N/A	✓	✓	✓	✓	✓
Attch 3	Proposal Form	N/A	✓	✓	✓	✓	✓
Attch 4	References	N/A	✓	✓	✓	✓	✓
Attch 5	Subcontractors	N/A	N/A	N/A	N/A	N/A	N/A
Attch 6	CCPS Rider Clause	N/A	✓	✓	✓	✓	✓
Addend	Addendum 1 Acknowledgement	N/A					
1	Paper Towels	CS	17.20	No Bid	No Bid	No Bid	22.85
2	Waste Can Liner	CS	15.34	No Bid	18.50 (Sample)	No Bid	17.80
3	X-Large Disposable Vinyl Glove	BX	1.88	2.03 (Sample)	No Bid	1.43 (Sample)	2.75
4	Large Disposable Vinyl Glove	BX	1.88	2.03	No Bid	1.43	2.75
5	Medium Disposable Vinyl Glove	BX	1.88	2.03	No Bid	1.43	2.75
6	Wet Mop	EA	2.23	2.78	No Bid	No Bid	No Bid
7	Synthetic Duster	EA	3.61	1.03	No Bid	No Bid	No Bid
8	Terry Towel	PK	42.50/25lb bx	7.43 (Sample)	No Bid	No Bid	3.65
9	Floor Care Cleaner	5 GAL	48.71	No Bid	No Bid	No Bid	No Bid
10	Neutral Disinfectant Cleaner	5L	17.48/2l	No Bid	No Bid	22.77	No Bid
11	Foaming Hand Soap	CS	32.43	No Bid	No Bid	No Bid	No Bid

Spreadsheet for: Maintenance - Custodial Cleaning Supplies			Leonard Paper Company	S Freedman & Sons	Viking Janitorial Supplies	Calico Industrial Supply	Fitch Co
Bid Opening Date: April 25, 2017 2:00 pm							
Board Room							
Item #	Description	UOM	Bid Submission	Bid Submission	Bid Submission	Bid Submission	Bid Submission
Attch 1	Bid Submission Form	N/A	✓	✓	✓	✓	✓
Attch 2	Business Relationship Affidavit	N/A	✓	✓	✓	✓	✓
Attch 3	Proposal Form	N/A	✓	✓	✓	✓	✓
Attch 4	References	N/A	✓	✓	✓	✓	✓
Attch 5	Subcontractors	N/A	N/A	N/A	N/A	N/A	N/A
Attch 6	CCPS Rider Clause	N/A	✓	✓	✓	✓	
Addend	Addendum 1 Acknowledgement	N/A					
1	Paper Towels	CS	No Bid	22.54	No Bid	No Bid	20.93
2	Waste Can Liner	CS	30.94	No Bid	15.95	15.14	18.48 (Sample)
3	X-Large Disposable Vinyl Glove	BX	2.04	No Bid	1.99	2.14 (Sample)	1.92
4	Large Disposable Vinyl Glove	BX	2.04	No Bid	1.99	2.14	1.92
5	Medium Disposable Vinyl Glove	BX	2.04	No Bid	1.99	2.14	1.92
6	Wet Mop	EA	No Bid	3.25	3.47	2.54	4.25 (Sample)
7	Synthetic Duster	EA	No Bid	1.48	1.95	No Bid	2.91
8	Terry Towel	PK	No Bid	No Bid	No Bid	3.48 (Sample)	7.94
9	Floor Care Cleaner	5 GAL	49.72	No Bid	No Bid	No Bid	No Bid
10	Neutral Disinfectant Cleaner	5L	21.94	No Bid	No Bid	No Bid	19.78
11	Foaming Hand Soap	CS	No Bid	No Bid	No Bid	No Bid	27.50

Spreadsheet for: Maintenance - Custodial Cleaning Supplies			Pyramid School Products	AFP Industries	Tronex International Inc.	Star Chem Industries	Riverside Paper Supply
Bid Opening Date: April 25, 2017 2:00 pm							
Board Room							
Item #	Description	UOM	Bid Submission	Bid Submission	Bid Submission	Bid Submission	Bid Submission
Attch 1	Bid Submission Form	N/A	✓	✓	✓	Not Complete	✓
Attch 2	Business Relationship Affidavit	N/A	✓	✓	✓	✓	✓
Attch 3	Proposal Form	N/A	✓	✓	✓	✓	✓
Attch 4	References	N/A	None Attached	✓	✓	✓	✓
Attch 5	Subcontractors	N/A	N/A	N/A	N/A	N/A	N/A
Attch 6	CCPS Rider Clause	N/A	✓	✓	✓	✓	✓
Addend	Addendum 1 Acknowledgement	N/A					
1	Paper Towels	CS	No Bid	No Bid	No Bid	No Bid	17.89
2	Waste Can Liner	CS	No Bid	No Bid	No Bid	16.45	9.28 (Sample)
3	X-Large Disposable Vinyl Glove	BX	1.93 (Sample)	2.01 (Sample)	18.80 (Sample)	2.40	1.99 (Sample)
4	Large Disposable Vinyl Glove	BX	1.93	2.01	18.80	2.40	1.99
5	Medium Disposable Vinyl Glove	BX	1.93	2.01	18.80	2.40	1.99
6	Wet Mop	EA	3.19	3.65 / 4.47	No Bid	No Bid	3.01 / 3.68
7	Synthetic Duster	EA	2.19	4.43	No Bid	No Bid	No Bid
8	Terry Towel	PK	No Bid	No Bid	No Bid	No Bid	No Bid
9	Floor Care Cleaner	5 GAL	No Bid	No Bid	No Bid	No Bid	68.91
10	Neutral Disinfectant Cleaner	5L	No Bid	No Bid	No Bid	No Bid	40.66
11	Foaming Hand Soap	CS	No Bid	No Bid	No Bid	No Bid	No Bid

Spreadsheet for: Maintenance - Custodial Cleaning Supplies			United Sales USA Corp	School Specialty	UniPak	Interboro Packaging Corporation	Acme Paper & Supply
Bid Opening Date: April 25, 2017 2:00 pm							
Board Room							
Item #	Description	UOM	Bid Submission	Bid Submission	Bid Submission	Bid Submission	Bid Submission
Attch 1	Bid Submission Form	N/A	✓	No Response	✓	✓	✓
Attch 2	Business Relationship Affidavit	N/A	✓		✓	✓	✓
Attch 3	Proposal Form	N/A	✓		✓	✓	✓
Attch 4	References	N/A	✓		✓	✓	None
Attch 5	Subcontractors	N/A	None		N/A	None	None
Attch 6	CCPS Rider Clause	N/A	✓		✓	✓	None
Addend	Addendum 1 Acknowledgement	N/A					
1	Paper Towels	CS	18.40		No Bid	No Bid	19.50
2	Waste Can Liner	CS	No Bid		14.80 (Sample)	14.48 (Sample)	15.50
3	X-Large Disposable Vinyl Glove	BX	1.90		1.85 (Sample)	1.74 (Sample)	2.50
4	Large Disposable Vinyl Glove	BX	1.90		1.85	1.74	2.50
5	Medium Disposable Vinyl Glove	BX	1.90		1.85	1.74	No Bid
6	Wet Mop	EA	No Bid		No Bid	No Bid	No Bid
7	Synthetic Duster	EA	No Bid		No Bid	No Bid	No Bid
8	Terry Towel	PK	No Bid		No Bid	No Bid	No Bid
9	Floor Care Cleaner	5 GAL	No Bid		No Bid	No Bid	No Bid
10	Neutral Disinfectant Cleaner	5L	No Bid		No Bid	No Bid	31.00
11	Foaming Hand Soap	CS	No Bid		No Bid	No Bid	No Bid

Spreadsheet for: Maintenance - Custodial Cleaning Supplies			Central Poly Bag Corp	FPC Holdings Distribution	SMS Ambassadors Corp	Daxwell	Dash Medical Gloves
Bid Opening Date: April 25, 2017 2:00 pm							
Board Room							
Item #	Description	UOM	Bid Submission	Bid Submission	Bid Submission	Bid Submission	Bid Submission
Attch 1	Bid Submission Form	N/A	✓	✓	✓	✓	✓
Attch 2	Business Relationship Affidavit	N/A	✓	✓	✓	✓	✓
Attch 3	Proposal Form	N/A	✓	✓	✓	✓	✓
Attch 4	References	N/A	✓	✓	✓	✓	✓
Attch 5	Subcontractors	N/A	N/A	N/A	N/A	N/A	N/A
Attch 6	CCPS Rider Clause	N/A	✓	✓	✓	✓	Not Signed
Addend	Addendum 1 Acknowledgement	N/A					
1	Paper Towels	CS	18.99	22.44	No Bid	No Bid	No Bid
2	Waste Can Liner	CS	14.20 (Sample)	No Bid	No Bid	No Bid	No Bid
3	X-Large Disposable Vinyl Glove	BX	2.97 (Sample)	1.86 (Sample)	1.86	1.918	12.12
4	Large Disposable Vinyl Glove	BX	2.97	1.86	1.85	1.918	12.12
5	Medium Disposable Vinyl Glove	BX	2.97	1.86	1.85	1.918	12.12
6	Wet Mop	EA	No Bid	4.66	No Bid	No Bid	No Bid
7	Synthetic Duster	EA	No Bid	4.94	No Bid	No Bid	No Bid
8	Terry Towel	PK	No Bid	5.72/cs of 24	No Bid	No Bid	No Bid
9	Floor Care Cleaner	5 GAL	No Bid	No Bid	No Bid	No Bid	No Bid
10	Neutral Disinfectant Cleaner	5L	No Bid	No Bid	No Bid	No Bid	No Bid
11	Foaming Hand Soap	CS	No Bid	No Bid	49.65	No Bid	No Bid