



Company Name:

MELISSA LEE, C.P.M., A.P.P.
PURCHASING AGENT

TARRANT COUNTY
PURCHASING DEPARTMENT

RFB NO. 2021-116

**REQUEST FOR BID
FOR
ANNUAL CONTRACT
FOR
JANITORIAL SUPPLIES**

**BIDS DUE JUNE 17, 2021
2:00 P.M.**

RFB NO. 2021-116

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The Table of Contents is intended as an aid to Bidders and not as a comprehensive listing of the bid package. Bidders are responsible for reading the entire bid package and complying with all specifications.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

Tarrant County is requesting bids for the **ANNUAL CONTRACT FOR JANITORIAL SUPPLIES, COUNTYWIDE**. All bids submitted must be on the attached Price Forms. Tarrant County will not enter into any contract where the cost is provisional upon such clauses as “escalator” or “cost-plus” clauses.

ORIGINAL AND ONE (1) COPY
OF
**COMPLETED BID PROPOSALS
MUST BE RECEIVED IN THE
PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76196-0104
ON OR BEFORE JUNE 17, 2021 AT 2:00 P.M.**

All bids, are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes. All bids must be clearly marked with the Bid Number, the name of the company submitting the bid, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. The original bid must be clearly marked “ORIGINAL” and contain all original signatures. “No-Bid” response to be returned on the form included in the section under forms.

Any bid received after the date and/or hour set for bid opening will not be accepted. The Bidder will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Bidder’s expense, or destroyed with written authorization of the Bidder. If bids are sent by mail to the Tarrant County Purchasing Department, the Bidder shall be responsible for actual delivery of the bid to the Tarrant County Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Bidder guaranteeing authenticity. After the official opening bids becomes the property of Tarrant County and may not be amended, altered or withdrawn without the recommendations of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners' Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in the bid. The County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted and to waive any technicalities for the best interest of Tarrant County.

No oral explanation or instruction will be given by County officials or employees in regard to the meaning of the proposal specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Request from interested proposers for additional information or interpretation of the information included in the specifications should be directed in writing to:

ELAINE JOHNSON, CPPB, SENIOR BUYER

FAX: (817) 884-2629 Email: BidQuestions-RSVP@tarrantcounty.com

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All documents relating to the bid, including but not limited to, the bid document, questions and answers, addenda, and special notices will be posted under the Bid number on the Tarrant County website and available for download by Bidders and other interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. It is the Bidder's sole responsibility to review the site and retrieve all related documents up to the Bid due date.

The deadline for receipt of all questions is 12:00 p.m., CST, Monday, June 7, 2021. After this deadline, all questions and responses will be posted on the website and available for download by interested parties.

All questions **must** be submitted in writing and directed to Elaine Johnson, CPPB, Senior Buyer, via fax at **817-884-2629** or, if unable to fax, emailed to BidQuestions-RSVP@tarrantcounty.com.

Faxed Questions: Faxed questions **must** reflect the RFB number **or** include the RFB cover page.

Emailed Questions: The email **must** include the RFB No. in its subject and confirmation of receipt by Tarrant County is **required**.

All bids shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of bid. County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Bids which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196 or email to SAP-invoices@tarrantcounty.com. In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the Vendor in terms of specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The vendor will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

The **contract may be terminated** by either party upon written thirty (30) day notice prior to cancellation.

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Bids will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistencies of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids containing any irregularities.
2. Unbalanced value of any items.

Bidders may be disqualified, and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Bidders.
2. Reasonable grounds for believing that any Bidder is interested in more than one bid for the work contemplated.
3. Bidder being interested in any litigation against Tarrant County.
4. Bidder being in arrears on any existing contract or having defaulted on a previous contract
5. Lack of competency as revealed, including but not limited to, by a financial statement, experience, equipment, and questionnaires.
6. Uncompleted work, which in the judgment of Tarrant County, will prevent or hinder the prompt completion of additional work, if awarded.
7. Bidders shall not owe delinquent property tax in Tarrant County.
8. Limited competition.

It is the Bidder's sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda, and special notices. The Signature Form must be signed and returned. Failure to provide signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance with Federal and State Laws, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of the entire bid.

CONFIDENTIALITY: Any material that is to be considered confidential must be clearly marked as such and shall be treated as confidential to the extent allowable under Section 552.136, Texas Government Code. Notice will be sent to you pursuant to Section 552.305 of the Texas government Code should Tarrant County receive an open records request to inspect your bid. This notice will allow you to assert any objections to the release of confidential information in response to an open records request. It is your responsibility to assert any objections to the release of your bid in response to an open records request. Tarrant County cannot argue on your behalf that the information contained in your bid is exempt from public release.

Trade secrets or confidential information **MUST** be placed in a separate envelope marked "**CONFIDENTIAL INFORMATION.**" Note: **PRICING INFORMATION IS NOT CONSIDERED CONFIDENTIAL AND IF MARKED AS SUCH, WILL RESULT IN REJECTION OF YOUR BID.**"

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Due care and diligence have been used in the preparation of the information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Bidder. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Bidder to determine the full extent of the exposures.

A vendor may not assign their rights and duties under an award without the written consent of the purchasing agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

TO THE EXTENT PERMITTED BY LAW, VENDOR AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (i) VENDOR'S BREACH OF ANY OF THE TERMS OR PROVISIONS OF THIS AGREEMENT OR (ii) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF VENDOR, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

VENDOR(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

VENDOR(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS, AND PAY ALL TAXES, MAINTAIN INSURANCE REQUIRED BY FEDERAL, STATE, AND LOCAL LAWS. VENDOR ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. VENDOR ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY LOCAL, STATE OR FEDERAL GOVERNMENT AGENCIES.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

Prices shall include all charges for freight, F.O.B. destination inside delivered to:

VARIOUS LOCATIONS AS INDICATED ON INDIVIDUAL PURCHASE ORDERS

FUEL SURCHARGES AND HAZ MAT FEES MUST BE INCLUDED IN UNIT PRICING.

TARRANT COUNTY WILL PAY FREIGHT FOR ORDERS THAT ARE LESS THAN \$100.00.

Hours of operation shall be between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Delivery date is important to Tarrant County and may be part of the bid and a factor in evaluation of each bid. Tarrant County considers delivery time to be that period elapsing from the time the individual order is placed until that order is received by Tarrant County at the specified delivery location. The delivery date indicates a guaranteed delivery to Tarrant County, Texas. Failure of the Vendor to meet guaranteed delivery dates or service performance could affect future Tarrant County orders.

Tarrant County reserves the right to demand bond or penalty to guarantee delivery by the date indicated. If the order is given and the Vendor fails to furnish the materials by the guaranteed date, Tarrant County reserves the right to cancel the order without liability on its part.

A **packing list** must accompany each shipment and must include but is not limited to the following:

1. Tarrant County Purchase Order Number
2. Name and address of Vendor
3. Name and address of receiving department
4. Description of material shipped, including item numbers, and quantity.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective from the date of award or notice to proceed as determined by Tarrant County Purchasing. At Tarrant County's option and approval by the Vendor, the contract may be renewed for one (1) additional twelve (12) month period, as further explained in Renewal Options. **Prices must remain firm for the entire contract.**

2. **RENEWAL OPTIONS:** Tarrant County reserves the right to exercise an option to renew the contract of the Vendor for one (1) additional twelve (12) month period, provided such option be stipulated and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any legal documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. Required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option or seek a new bid solicitation.

3. **SECONDARY/ALTERNATE AWARD:** Secondary or Alternate Vendors serve in a backup capacity only. In the event the Primary is unable to honor the terms and conditions of the contract, the Secondary Vendor(s) may be called. If the Secondary Vendor is unable to honor the terms and conditions of the contract, the Alternate Vendor(s) may be called. The Primary Vendor is the first contact. Use of the Secondary or Alternate Vendor(s) must be approved, in writing, by the Tarrant County Purchasing Agent or his designee in compliance with Texas Local Government Code 262.027(g).
 - A. In the event the Secondary or Alternate Vendors are called upon, they will offer the materials and services at their awarded price(s), or better. Any attempt to increase their awarded price(s) may cause the removal of the Vendor from the contract. Calling upon the secondary or alternate Vendors do not necessarily affect the status of any awarded Vendor, including the Primary Vendor.
 - B. If a Secondary or Alternate Vendor represents themselves as the Primary Vendor without written authorization from the Tarrant County Purchasing Agent, or his designee, the Secondary or Alternate Vendor may be removed from the contract.
 - C. Would you, as the Vendor, be willing to accept a Secondary or Alternate Award based on the above?

_____ Yes _____ No

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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

4. **COOPERATIVE PURCHASING**: Tarrant County has the lead role in developing and encouraging Cooperative Purchasing efforts among governmental entities that participate in its Cooperative Purchasing Program. Cooperative Purchasing can be a great benefit to Tarrant County Vendors by providing an avenue to offer materials and services to participating entities. A current list of participating entities is included in this solicitation and an up-to-date list can be found on the Tarrant County website.

A. Should other Governmental Entities decide to participate in the contract, would you, as the Vendor, agree that all terms, conditions, specifications, and pricing would apply? **A "NO" answer could result in complete rejection of the bid.**

_____ Yes _____ No

- 1) If you, the Bidder, checked yes, the following will apply:
 - a) Governmental Entities utilizing Intergovernmental Contracts with Tarrant County will be eligible, but not obligated, to purchase materials and services under the contract(s) awarded because of the solicitation. All purchases by Governmental Entities other than Tarrant County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Tarrant County will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material and services as needed.
 - b) Delivery to governmental entities located within Tarrant County will be at no charge or as otherwise provided for in the Award Document. Delivery charges, if any, for governmental entities located outside Tarrant County shall be negotiated between the Vendor and each governmental entity.
 - c) Tarrant County utilizes County Purchase Orders as its primary means of encumbering funds and pays for goods and services utilizing Vendor invoices. In the event Governmental Entities utilizing Intergovernmental Contracts use other payment methods, including but not limited to, purchasing cards, debit cards, check requests or other methods which cause the Vendor to incur service, processing, or other fees, these fees are the responsibility of that Governmental Entity, unless otherwise negotiated with the Vendor.
 - d) Vendor(s) awarded contract(s) resulting from bid will be responsible for providing to Tarrant County, at no additional charge, a complete list of all governmental entities currently utilizing the contract and their annual expenditures. The information should be provided ninety (90) days prior to the expiration of the contract, or as otherwise requested by Tarrant County.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

1.	Alamo Community College Dist.	67.	City of Blue Mound	134.	City of Gatesville
2.	Alamo Heights ISD	68.	City of Bonham	135.	City of Georgetown
3.	Allen ISD	69.	City of Bovina	136.	City of Glen Heights
4.	Alvarado ISD	70.	City of Bowie	137.	City of Godley
5.	Alvord ISD	71.	City of Boyd	138.	City of Granbury
6.	Anderson County	72.	City of Bridge City	139.	City of Grand Prairie
7.	Andrews County	73.	City of Bridgeport	140.	City of Grand Saline
8.	Anna Fire Department	74.	City of Brownwood	141.	City of Grapevine
9.	Aransas County	75.	City of Bryan	142.	City of Greenville
10.	Argyle ISD	76.	City of Buda	143.	City of Haltom City
11.	Arlington ISD	77.	City of Burkburnett	144.	City of Harlingen
12.	Armstrong County	78.	City of Burleson	145.	City of Haslet
13.	Aspermont ISD	79.	City of Caddo Mills	146.	City of Heath
14.	Atascosa County	80.	City of Canton	147.	City of Hewitt
15.	Aubrey ISD	81.	City of Carrollton	148.	City of Hitchcock
16.	Azle ISD	82.	City of Castle Hills	149.	City of Horizon City
17.	Bailey County	83.	City of Cedar Hill	150.	City of Hudson Oaks
18.	Bastrop County	84.	City of Cedar Park	151.	City of Huntsville
19.	Bastrop ISD	85.	City of Celeste	152.	City of Hurst
20.	Bell County	86.	City of Celina	153.	City of Hutchins
21.	Benbrook Water Authority	87.	City of Cibolo	154.	City of Hutto
22.	Bethany Special Utility District	88.	City of Cleburne	155.	City of Ingleside
23.	Bexar County	89.	City of Cockrell Hill	156.	City of Irving
24.	Birdville ISD	90.	City of Colleyville	157.	City of Italy
25.	Blue Ridge Fire Department	91.	City of Colorado City	158.	City of Jacksboro
26.	Bosque County	92.	City of Columbus	159.	City of Jacksonville
27.	Branch Fire Department	93.	City of Combine	160.	City of Jefferson
28.	Brazoria County	94.	City of Commerce	161.	City of Jonestown
29.	Brazos County	95.	City of Converse	162.	City of Justin
30.	Brewster County	96.	City of Coppell	163.	City of Katy
31.	Briar Volunteer Fire Department	97.	City of Copperas Cove	164.	City of Keene
32.	Brooks County Constables, Precincts 1-4	98.	City of Corinth	165.	City of Keller
33.	Brown County	99.	City of Corsicana	166.	City of Kennedale
34.	Bulverde Police Department	100.	City of Crowley	167.	City of Kermit
35.	Burnet County	101.	City of Cumby	168.	City of Killeen
36.	Bynum ISD	102.	City of Dalworthington Gardens	169.	City of Kingsville
37.	Cameron County	103.	City of De Leon	170.	City of Krum
38.	Canton ISD	104.	City of Decatur	171.	City of Kyle
39.	Canyon ISD	105.	City of Deer Park	172.	City of La Feria
40.	Carroll ISD	106.	City of Denison	173.	City of La Grulla
41.	Carrollton-Farmers Branch ISD	107.	City of Denton	174.	City of La Vernia
42.	Castleberry ISD	108.	City of DeSoto	175.	City of Lake Dallas
43.	Cedar Hill ISD	109.	City of Diboll	176.	City of Lake Worth
44.	Chambers County	110.	City of Duncanville	177.	City of Lancaster
45.	Cherokee County	111.	City of Early	178.	City of Laredo
46.	City of Aledo	112.	City of Eastland	179.	City of League City
47.	City of Allen	113.	City of El Paso	180.	City of Leander
48.	City of Alvord	114.	City of Electra	181.	City of Lewisville
49.	City of Amarillo	115.	City of Emory	182.	City of Lindale
50.	City of Andrews	116.	City of Escobares	183.	City of Little Elm
51.	City of Angleton	117.	City of Euless	184.	City of Littlefield
52.	City of Anna	118.	City of Everman	185.	City of Live Oak
53.	City of Arlington	119.	City of Farmers Branch	186.	City of Lubbock
54.	City of Athens	120.	City of Farmersville	187.	City of Lucas
55.	City of Aubrey	121.	City of Ferris	188.	City of Lufkin
56.	City of Austin	122.	City of Floresville	189.	City of Lumberton
57.	City of Azle	123.	City of Floydada	190.	City of Mansfield
58.	City of Balch Springs	124.	City of Forest Hill	191.	City of Marshall
59.	City of Bangs	125.	City of Forney	192.	City of McAllen
60.	City of Bastrop	126.	City of Fort Worth	193.	City of McKinney
61.	City of Baytown	127.	City of Frisco	194.	City of Melissa
62.	City of Bedford	128.	City of Fulshear	195.	City of Merkel
63.	City of Bellmead	129.	City of Gainesville	196.	City of Mesquite
64.	City of Bells	130.	City of Galena Park	197.	City of Midlothian
65.	City of Benbrook	131.	City of Galveston	198.	City of Mineola
66.	City of Big Spring	132.	City of Ganado	199.	City of Mineral Wells
		133.	City of Garland		

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

200.	City of Morgan's Point Resort	267.	City of Westworth Village	325.	Franklin County
201.	City of Murphy	268.	City of White Settlement	326.	Freestone County
202.	City of Nacogdoches	269.	City of Whitesboro	327.	Frisco ISD
203.	City of Nederland	270.	City of Whitewright	328.	Glasscock County
204.	City of New Braunfels	271.	City of Wills Point	329.	Goliad County
205.	City of North Richland Hills	272.	City of Wilmer	330.	Gonzales County
206.	City of Odessa	273.	City of Winnsboro	331.	Grand Prairie ISD
207.	City of Ovilla	274.	City of Wylie	332.	Grandview Police Department
208.	City of Palestine	275.	Clay County	333.	Grapevine\Colleyville ISD
209.	City of Parker	276.	Clear Creek ISD	334.	Grayson County
210.	City of Pasadena	277.	Cleburne ISD	335.	Greenville ISD
211.	City of Pelican Bay	278.	Cochran County	336.	Gregg County
212.	City of Perryton	279.	Collin County	337.	Grimes County
213.	City of Pharr	280.	Collin County Community College District	338.	Guadalupe County
214.	City of Plano			339.	Hardin County
215.	City of Port Isabel	281.	Colorado County	340.	Harris County Emergency Services District #7
216.	City of Poteet	282.	Comal County	341.	Harris County Emergency Services District #10
217.	City of Pottsboro	283.	Community Healthcare	342.	Harris County Emergency Services #24
218.	City of Princeton	284.	Cooke County	343.	Harris County Emergency Services (ESD) #48
219.	City of Quinlan	285.	Coppell ISD	344.	Harris-Fort Bend Emergency Services District #100
220.	City of Ralls	286.	Coryell County	345.	Harrison County
221.	City of Red Oak	287.	Cottondale Volunteer Fire Department	346.	Hawkins ISD
222.	City of Rhome			347.	Hays County
223.	City of Richardson	288.	County of Eastland	348.	Heart of Texas Region MHMR Center
224.	City of Richland Hills	289.	Crowley ISD	349.	Henderson County
225.	City of Rio Grande City	290.	Dallas County	350.	Hereford ISD
226.	City of River Oaks	291.	Dallas County Utility & Reclamation District	351.	Hill County
227.	City of Roanoke	292.	Dallas/Fort Worth International Airport Board	352.	Hood County
228.	City of Robinson			353.	Hopkins County
229.	City of Rockwall	293.	Dallas ISD	354.	Housing Authority of the City of Austin
230.	City of Round Rock	294.	Decatur ISD	355.	Humble ISD
231.	City of Rowlett	295.	Denison ISD	356.	Hunt County
232.	City of Royse City	296.	Denton County	357.	Hurst Euless Bedford ISD
233.	City of Runaway Bay	297.	Denton County Fresh Water Supply Dist. No. 1-A	358.	Hutchinson County
234.	City of Rusk	298.	Denton County Fresh Water Supply Dist. No. 10	359.	Idea Public Schools
235.	City of Sachse	299.	Denton ISD	360.	Irving ISD
236.	City of Saginaw	300.	DeSoto ISD	361.	Jack County
237.	City of San Angelo	301.	Diana Special Utility District	362.	Jasper County
238.	City of San Benito	302.	Duncanville ISD	363.	Jefferson County
239.	City of San Marcos	303.	Duval County	364.	Jefferson County Drainage District #7
240.	City of Sanger	304.	Eagle Mountain-Saginaw ISD	365.	Jim Wells County
241.	City of Sansom Park	305.	East Texas Council of Governments	366.	Johnson County
242.	City of Seabrook			367.	Johnson County Special Utility District
243.	City of Seagoville	306.	Ector County	368.	Joshua ISD
244.	City of Sherman	307.	Ector County ISD	369.	Karnes County
245.	City of Sour Lake	308.	Eddy County, NM	370.	Kaufman County
246.	City of Southlake	309.	El Paso County	371.	Kaufman ISD
247.	City of Southmayd	310.	El Paso County Hospital District dba University Medical Center of El Paso	372.	Keller ISD
248.	City of Springtown			373.	Kennedale ISD
249.	City of Stephenville	311.	Electra ISD	374.	Kerens ISD
250.	City of Sulphur Springs	312.	Ellis County	375.	Kinney County
251.	City of Taft	313.	Erath County	376.	Krum ISD
252.	City of Taylor	314.	Everman ISD	377.	Lake Dallas ISD
253.	City of Temple	315.	Fanning County	378.	Lake Worth ISD
254.	City of Terrell	316.	Farmersville ISD	379.	Lamar County
255.	City of Texarkana, AR	317.	Floyd County		
256.	City of Texarkana, TX	318.	Forney ISD		
257.	City of The Colony	319.	Fort Bend County		
258.	City of Universal City	320.	Fort Bend County ESD #2		
259.	City of University Park	321.	Fort Bend County ESD #7		
260.	City of Van Alstyne	322.	Fort Worth Housing Authority		
261.	City of Venus	323.	Fort Worth ISD		
262.	City of Vernon	324.	Fort Worth Transportation Authority		
263.	City of Waco				
264.	City of Watauga				
265.	City of Waxahachie				
266.	City of Weatherford				

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Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

380.	Lamb County	439.	Red Oak ISD	495.	Town of Hickory Creek
381.	Lampasas County	440.	Red River County	496.	Town of Highland Park
382.	Lavon Police Department	441.	Refugio County	497.	Town of Lakeside
383.	Leon County	442.	Region 9 Education Service Center Wichita	498.	Town of Little Elm
384.	Leonard ISD	443.	Region II Education Service Center (ESC)	499.	Town of Northlake
385.	Lewisville ISD	444.	Richardson ISD	500.	Town of Pantego
386.	Limestone County	445.	Rockwall County	501.	Town of Pecos City
387.	Little Elm ISD	446.	Round Rock ISD	502.	Town of Prosper
388.	Lovejoy ISD	447.	Sam Rayburn ISD	503.	Town of Providence Village
389.	Lowry Crossing Volunteer Fire Dept.	448.	San Jacinto College District	504.	Town of Providence Village
390.	Lubbock County	449.	San Patricio County	505.	Town of Sunnyvale
391.	Mansfield ISD	450.	Schleicher County	506.	Town of Trophy club
392.	Marilee Special Utility Dist	451.	Seabrook Vol Fire Dept.	507.	Town of Westlake
393.	Maverick County	452.	Senior Center Resource and Public Transit, Inc. of Hunt County	508.	Town of Westover Hills
394.	McKinney ISD	453.	Seven Points Fire Rescue	509.	Travis County
395.	McLennan County	454.	Sherman ISD	510.	Travis County Emergency Services District #6
396.	McLennan Community College	455.	Smith County	511.	Travis County Healthcare District
397.	Medina Valley ISD	456.	Springtown ISD	512.	Trinity River Authority
398.	MHMR of Tarrant County	457.	South Montgomery Fire Department	513.	Tyler Junior College
399.	Midland County	458.	South Texas College	514.	United States Marshals Service
400.	Midland ISD	459.	SPAN, Inc	515.	University of North Texas
401.	Midway ISD	460.	Starr County.	516.	University of North Texas Health Science Center
402.	Milam County	461.	Stephens County	517.	University of Texas at Arlington
403.	Mills County	462.	Sterling County	518.	University of Texas at Dallas
404.	Mitchell County	463.	Stonewall County	519.	University of Texas MD Anderson Cancer Center
405.	Monahans Wickett Pyote ISD	464.	Tarleton State University	520.	Upper Trinity Regional Water District
406.	Montgomery County	465.	Tarrant Appraisal District	521.	Upshur County
407.	Montgomery County Emergency Services District No. 10	466.	Tarrant County 9-1-1 Emergency Assistance District	522.	Upton County
408.	Montgomery County Hospital District	467.	Tarrant County College District	523.	Val Verde County
409.	Mount Pleasant Police Department	468.	Tarrant County Emergency Services District 1	524.	Van Alstyne ISD
410.	Mount Vernon PD	469.	Tarrant County Hospital District	525.	Van Zandt County
411.	Nacogdoches County	470.	Tarrant County Workforce Development Board	526.	Vernon ISD
412.	Navarro County	471.	Tarrant Regional Water District	527.	Victoria County
413.	Nevada Volunteer Fire Department	472.	Taylor County	528.	Waco ISD
414.	New Caney ISD	473.	Temple College	529.	Walker County
415.	Nolan County	474.	Terrell ISD	530.	Waller County
416.	Normangee ISD	475.	Texarkana ISD	531.	Ward County
417.	North Central Texas Council of Governments	476.	Texas A&M University at Commerce	532.	Waxahachie ISD
418.	North Texas Municipal Water District	477.	Texas A&M University-Kingsville	533.	Weatherford College
419.	North Texas Tollway Authority (NTTA)	478.	Texas A&M University-Texarkana	534.	Weatherford ISD
420.	Northwest ISD	479.	Texas Alcoholic Beverage Commission	535.	Webb Consolidated ISD
421.	Nueces County	480.	Texas Dept. of Parks & Wildlife	536.	West Texas A&M University
422.	Olton Police Department	481.	Texas Dept. of Public Safety	537.	Westminster Fire Dept.
423.	Orange County	482.	Texas Tech University Health Science Center El Paso	538.	Weston Volunteer Fire Department
424.	Orange County Drainage District	483.	Texas Woman's University	539.	White Settlement ISD
425.	Palo Pinto County	484.	The Bossier Parish Sheriff's Office	540.	Williamson County
426.	Panola County	485.	The Woodlands Township	541.	Williamson County Emergency Services District No. 3
427.	Paradise ISD	486.	Titus County	542.	Wilson County
428.	Parker County	487.	TML Multistate Intergovernmental Employee Benefits Pool	543.	Winkler County
429.	Parker County Emergency Services District 1	488.	Tom Green County	544.	Winnsboro Housing Authority
430.	Parmer County	489.	Town of Addison	545.	Winnsboro ISD
431.	Pasadena ISD	490.	Town of Argyle	546.	Wise County
432.	Plano ISD	491.	Town of Double Oak	547.	Wood County
433.	Potter County	492.	Town of Edgecliff Village	548.	YMCA of Metropolitan Dallas
434.	Public Transit Service of Mineral Wells	493.	Town of Fairview	549.	Young County
435.	Quinlan ISD	494.	Town of Flower Mound	550.	Zapata County
436.	Rains County ESD #1				
437.	Rancho Viejo Police Department				
438.	Randall County				

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

5. MINIMUM INSURANCE REQUIREMENTS

- A. Vendor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.
1. Commercial General Liability:
 - a. Bodily Injury/Personal Injury/Property Damage
— \$1,000,000 per occurrence/\$2,000,000 aggregate
- B. Tarrant County reserves the right to review the insurance requirements of the section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.
- C. Required Provisions:
1. Proof of Carriage of Insurance - All Certificates of Insurance will be required in duplicate and filed with the Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, TX 76196 prior to work commencing.
 2. All certificates shall provide Tarrant County with an unconditional thirty (30) day written notice in case of cancellation or any major change.
 3. As to all applicable coverage, Policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.
 4. All copies of the Certificates of Insurance shall reference the project name and solicitation number for which the insurance is being supplied.
 5. Vendor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.
 6. If applicable, the Vendor is responsible for making sure any subcontractor(s) performing work under the agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

6. **CRIMINAL BACKGROUND CHECK:**

- A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.
1. The Vendor's must provide information, including but not limited to, Employee Name, date of birth, and driver's license number for each individual required to pass a Criminal Background Check.
 2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.
 3. Failure of the Vendor to supply personnel who pass a required Criminal Background Check Could affect the award of the contract or result in termination of the contract..
 4. The Criminal Background Check applies to the individual and not the Company.
 5. Passing status must be maintained by Vendor personnel for the duration of the contract.

7. **INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:**

- A. The following is only applicable when a Vendor is providing an Information Technology hosted or cloud solution:
1. **Confidentiality, Integrity, Availability (CIA)**
Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.
 2. **Breach Notification**
Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspects unauthorized access has or may have occurred. In the event of a suspected unauthorized access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.
 3. **Data**
All Tarrant County data will remain in the 48 contiguous states at all times.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

4. **Right to Audit**
Tarrant County reserves the right to audit vendor data centers which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

Evaluation criteria will include, but is not limited to the following:

1. Unit Price
2. Minimum order requirements
2. Delivery
3. Bidder's past performance record with Tarrant County
4. Tarrant County's evaluation of Bidder's ability to perform
5. Tarrant County's experience with products bid
6. Special needs and requirements of Tarrant County
7. Results of testing Samples (if needed).

Quantities indicated on the Price Forms are estimates based upon the best available information. Tarrant County reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

SPECIFICATIONS

1. Tarrant County is requesting bids for Janitorial Supplies. This is a twelve (12) month contract with one (1) renewal option. **Bidders may bid on any or all items.** Award will be made per line item to the lowest bidder who meets or exceeds specifications. Estimated quantities are, in fact, estimations. Supplies will be ordered in as-needed quantities, on an as-needed basis. **It is very important that your price per “Smallest Unit of Measure” is indicated for each item on the Price Form.** If vendor requirements for minimum orders are too restrictive, Tarrant County reserves the right to not award any line item for this reason.
2. Any catalog, brand name or manufacturer's reference used is considered to be descriptive -- not restrictive -- and is indicative of the type and quality the County desires to purchase. **“OR EQUIVALENT” shall apply to all items specified, except those marked “NO SUBSTITUTIONS.”** Bids of similar items of like quality will be considered if noted. **Please include fully descriptive specification sheets/brochures if bidding an alternate product.** If notation of substitution is not made, it is assumed vendor is bidding item specified. Successful vendor(s) will not be allowed to make unauthorized substitutions after award.
3. **Samples for testing may be required** for evaluation for all items except those marked “No Substitutions.” Samples will be free to Tarrant County. Samples, if required, must be provided within seventy-two (72) hours of the request by Tarrant County. Failure to provide samples will be justification for bid rejection. Tarrant County reserves the right to determine equivalents. **Samples must be the same product as that bid and must be labeled with the corresponding item number from the Price Form.**
4. Bidders **must** bid per the unit of measure indicated for each item. **Enter the pricing as requested. Tarrant County has requested pricing for most items for a single unit, which should be calculated from your case price (case price/number of single units in the case).** This is to ensure an “apples to apples” price comparison if inner package/case quantity varies by bidder. Bidders should ensure that the “Single Unit Price” is calculated correctly.
5. **Accuracy for all mathematical and number entries on the Price Form is the sole responsibility of the bidder.** Tarrant County will not be responsible for errors made by the bidder. **Bid evaluation will be based on the bidder’s “Unit Price.” For the unit price, carry out the decimal point up to five (5) decimal places, if necessary, to ensure that your price per case is mathematically correct when the unit price is multiplied by the case quantity.**
6. **The “Price per Unit”, for example: “Price per gallon”, “Price per each”, etc. will be the only price considered for bid evaluation and award.**
7. All spaces on price forms must be completed, for each item bid, for bid to be considered responsive.



TARRANT COUNTY

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in Tarrant County's procurement processes. Tarrant County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in Tarrant County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. Tarrant County affirms the good faith efforts of firms who recognize and practice similar business standards.

II. DEFINITIONS

Historically underutilized businesses (HUBs), also known as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans, and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods and/or services regardless of the commodity category.

Statutory bid limit refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than \$50,000.

III. POLICY GUIDELINES

- A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with Tarrant County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of Tarrant County.
- B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. Tarrant County does recognize other agencies' certifications. Tarrant County reserves the right to review the certification status of any vendor applying to do business with Tarrant County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.
- C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.
 1. Target goals should consider:
 - the availability of HUB firms within the specific category of goods or services to be procured; and
 - the diversity of Tarrant County's population.
 2. The goals should be reviewed and amended periodically.
 3. The program may apply to all County procurements including construction and professional services.
 4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.
 5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

- D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:
1. Continuing to increase and monitor a database of certified HUB vendors, professionals and contractors. The database will be expanded to include products, areas of expertise and capabilities of each HUB firm.
 2. Continuing to seek new communication links with HUB vendors, professionals, and contractors to involve them in the procurement process.
 3. Continuing to advertise bids on Tarrant County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.
 4. Continuing to provide bid notifications to minority Chambers of Commerce.
- E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:
1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.
 2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one business to perform the work.
 3. Specification of reasonable, realistic delivery schedules consistent with Tarrant County's actual requirements.
 4. Specifications, terms, and conditions reflecting Tarrant County's actual requirements are clearly stated, and do not impose unreasonable or unnecessary contract requirements.
- F. A HUB Policy statement shall be included in all specifications. Tarrant County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with Tarrant County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.
- G. The Tarrant County Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.

- H. Nothing in this policy shall be construed to require Tarrant County to award a contract other than to the lowest responsive bidder meeting specifications as required by law. This policy is narrowly tailored in accordance with applicable law.

IV. ADMINISTRATIVE GUIDELINES

- A. The Tarrant County Purchasing Department shall serve as Tarrant County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as Tarrant County HUB Officer.
 - 1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. Tarrant County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.
 - 2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.
 - 3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout Tarrant County and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.
 - 4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.
 - 5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

510 Historically Underutilized Businesses Policy
Adopted: Court Order 64788 (December 17, 1990)
Amended: Court Order 69958 (December 7, 1993)
Amended: Court Order 99651 (December 28, 2006)
Amended: Court Order 127875 (June 19, 2018)

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's bid process. The Tarrant County Purchasing Department will provide additional clarification of specifications, assistance with Price Forms, and further explanation of bidding procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, TX 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, TX 76011
(817) 640-0606

If your company is already certified, attach a copy of the certification to this form and return with bid.

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO. _____ FAX NO. _____

Indicate all that apply:

- _____ Minority-Owned Business Enterprise
- _____ Women-Owned Business Enterprise
- _____ Disadvantaged Business Enterprise

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

REFERENCES

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine your Vendor's ability to provide the intended goods or service of the bid. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service vendor company provides and that the bidder has completed a project of similar size and scope of work in this response. Inaccurate, obsolete, or negative responses from the listed references could result in rejection of your bid.

Failure to supply the required references will deem the bid as non-responsive and will not be considered for award.

Bidder involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

REFERENCE ONE

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCE TWO

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

REFERENCES

REFERENCE THREE

GOVERNMENT/COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON AND TITLE: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

SCOPE OF WORK: _____

CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Bidder, agrees this bid becomes the property of Tarrant County after the official opening.

The undersigned affirms that the Bidder has familiarized itself with the local conditions under which the work is to be performed; satisfied itself of the conditions of delivery, handling, and storage of equipment and all other matters that may be incidental to the work, before submitting a bid.

The undersigned agrees, on behalf of Bidder that if this bid is accepted, Bidder will furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the specifications. The period for acceptance of this bid will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute the contract, that the bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other Bidder or to any employee of Tarrant County prior to the official opening of this bid.

Vendor hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have has read and understands the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire bid.***

Signature _____ **X**
Authorized Representative

_____	_____
Legal Name of Company	Date
_____	_____
Street Address	Printed Name of Authorized Representative
_____	_____
City, State and Zip	Title of Authorized Representative
_____	_____
Telephone Number	Fax Number
_____	_____
E-Mail Address _____	

AFTER HOURS EMERGENCY CONTACT: Name: _____
Tel. No. _____

THE FORM MUST BE SIGNED.
THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!
PAGE 23 OF RFB NO. 2021-116



Did you sign and submit all
Required Forms?

If not, the Bid will be rejected!

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

COMPANY IS:

Business included in a Corporate Income Tax Return? _____ YES _____ NO

_____ Corporation organized & existing under the laws of the State of _____

_____ Partnership consisting of _____

_____ Individual trading as _____

_____ Principal offices are in the city of _____

DUNS Number: _____

CAGE Code: _____

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

COMPLIANCE WITH FEDERAL AND STATE LAWS

CERTIFICATION OF ELIGIBILITY

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY KNOWN FOREIGN TERRORIST ORGANIZATIONS.

Bidder verifies that they do not boycott Israel and will not boycott Israel in accordance with Texas Government Code Sections 2270.001(2) and 808.001 during the term of this contract. Bidder further verifies that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189.

DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

Signature _____ X

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

AFFIRMATIONS/FORMS/DOCUMENTS

✓ Check Indicates Completion	
	1. References. Bidder has provided references, other than Tarrant County. References must be able to verify the quality of service the company provides and that the company has completed a project of similar size and scope of work in this bid.
	2. Signatures. All forms requiring a signature must be signed. Bids not signed will be rejected.
	3. Price Forms. All sections of Price Forms have been completed.
	4. Bidder has acknowledged Secondary/Alternate Award and Cooperative Purchasing opportunities in the Special Terms and Conditions on pages 6 and 7.
	5. Insurance Certificates (If required). Bidders must submit all Insurance Certificates prior to commencement of work. If no insurance requirements specified, mark N/A.
	6. Addenda. When applicable, Bidder acknowledges receipt of all Addenda, and any revised Forms. Bidder must sign and submit any required Signature Forms.
	7. It is the Bidder's sole responsibility to print and review all pages of the bid document, attachments, questions and their responses, addenda, and special notices. The Signature Form must be signed and returned. Failure to provide signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance with Federal and State Laws, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire bid.
	8. Bidder has read, understands, and agrees to Tarrant County's Criminal Background Check requirements.
	9. Accuracy for all mathematical and numerical entries is the sole responsibility of the Bidder. Tarrant County will not be responsible for errors made by the Bidder.
	10. Bidder's company is registered on TVORS (Tarrant Vendor On-Line Registration System)
	11. Bidder has sealed and marked the envelope with the Company Name, Bid Number, Bid Title, and due date.

THE ORIGINAL AND ONE (1) COPY OF THE FORM SHOULD BE RETURNED WITH BID!

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

AFFIRMATIONS/FORMS/DOCUMENTS

✓ Check Indicates Completion

	<p>12. Samples for testing may be required for evaluation for all items except those marked “No Substitutions.” Samples will be free to Tarrant County. Samples, if required, must be provided within seventy-two (72) hours of the request by Tarrant County. Failure to provide samples will be justification for bid rejection. Tarrant County reserves the right to determine equivalents. Samples must be the same product as that bid and must be labeled with the corresponding item number from the Price Form.</p>
	<p>13. Bidder understands and agrees to Tarrant County’s policy in regard to “equivalent” items. “OR EQUIVALENT” shall apply to all items specified, except those marked “No Substitutions.” Bids on similar items of like quality will be considered if the bid is noted and fully descriptive spec. sheets/brochures are enclosed. If notation of substitution is not made, it is assumed vendor is bidding item specified. Successful vendor(s) will not be allowed to make unauthorized substitutions after award.</p>
	<p>14. Bidder understands and agrees to state any minimum order requirements (“Smallest UOM that can be ordered”) on the Price Forms. Tarrant County reserves the right to not award any line item to a vendor whose requirements are deemed too restrictive</p>
	<p>15. Bidder understands and agrees to Tarrant County’s policy regarding freight, delivery expectations, hazmat and fuel surcharges. Tarrant County considers reasonable delivery after receipt of order to be one (1) to two (2) weeks maximum. Vendor(s) is responsible for notifying Tarrant County of any backorders or delayed delivery for any other reason. If order is given and the Vendor fails to furnish the materials by a reasonable date, Tarrant County reserves the right to cancel the order without liability on its part.</p>
	<p>16. Price Forms. Price Forms have been completed. Bidders should bid the price per the unit of measure indicated for each item. Do not bid price per package, price per bag, price per box, etc. unless indicated. This is to ensure an “apples to apples” price comparison if inner pack/case quantity varies by vendor. Bidders should make sure the “Unit Price” is calculated correctly to determine the “Price per Case.” Carry out decimal point up to five (5) decimal places, if needed, to ensure that your price per case is mathematically correct when the unit price is multiplied by the case quantity.</p>

THE ORIGINAL AND ONE (1) COPY OF THE FORM SHOULD BE RETURNED WITH BID!

NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- Could not meet specifications.
- Items or materials requested not manufactured by us or not available to our company.
- Insurance requirements too restricting.
- Bond requirements too restricting.
- The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- The project not suited to our organization.
- Quantities too small.
- Insufficient time allowed for preparation of bid/proposal.
- Other (please specify).

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to:

Tarrant County Purchasing Department
100 E. Weatherford, Suite 303
Fort Worth, TX 76196

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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1.	Bleach, Germicidal, 6% Sodium Hypochlorite, 1 gallon KIKBleach 6 or approved equal	2,200 Gallons	Price per Gallon: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
Manufacturer (Mfg.) Name: _____			

2.	Spray Bottle, Clear Polyethylene, 32 oz., without trigger	500 Bottles	Price per Bottle: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
Manufacturer (Mfg.) Name: _____			

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
----------	-------------	---------------------------

3.	Sprayer Trigger, for 32 oz. bottle. Must be compatible with line item #2 above.	500 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

4.	Broom, Wood Block, Poly Bristles, 24" block length, 3.25" bristle length, no metal or wire. Renown 366224AM03 or approved equal	500 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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5.	Handle, Push Broom, 60", 15/16 diameter thread Renown REN03985 or approved equal	500 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

6.	Broom, Angle with nylon bristles, 48" handle, 13" bristles, no metal or wire. ABCO BR-1024MH or approved equal	500 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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7.	Duster, Extendable, Lambswool, 30" to 44", 12" head Lambskin 350EX or approved equal	75 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

8.	Deck Brush, Wooden, 10" L x 2.87" W, 1.75" bristles, standard thread 3/4-5 Flo-Pac 3619200 or approved equal	600 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
----------	-------------	---------------------------

9.	Pot Brush, Utility, with 9" polypro handle, synthetic block and nylon fill Nexstep 96600 or approved equal	50 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

10.	Dust Mop Head, Washable, Cotton, 36" L x 5" W Tuway SS36-5 or approved equal	250 Each	Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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11.	Wet Mop Head, Cut Ends, Cotton, 32 oz. Nexstep 97832 or approved equal	5000 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

12.	Mop Handle, Plastic Head, 60" L x 1 1/8" diameter, quick-change style ABCO 01205NB or approved equal	750 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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13.	Pads, Buffing/Stripping, Black, 20", 175 to 600 rpm Grainger/Tough Guy 402W04 or approved equal	75 Pads	Price per Pad: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

14.	Pads, Buffing/Polishing, White, 20", 175 to 600 rpm Grainger/Tough Guy 402W52 or approved equal	175 Pads	Price per Pad: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY	
15.	Detergent, Liquid, Heavy Duty, Degreaser, Unscented, 1 gallon Bunzl 75004130 or approved equal	1500 Gallons	Price per Gallon: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		
16.	Detergent, Dry Powder, Disinfectant, 0.5 oz. packets, 90 per pail Easy Paks 5412135 or approved equal	2000 Pails	Price per Pail: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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17.	Disinfectant Spray, Aerosol, 15 oz., Ready-to-Use Spartan Steriphene II 607500 or approved equal	1500 Cans	Price per Can: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

18.	Disinfectant, Liquid, Citrus, 128 oz. Renown 111472 or approved equal	2600 Bottles	Price per Bottle: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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19.	Dispenser, Push Style, 800 ml, for Gojo Lotion Soap, Wall Mount. Gojo 9034-12, Carroll 60562 or approved equal	50 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

20.	Refill, Liquid Hand Soap, Pink, 800 ml. Must be compatible with dispenser in line item #20. Gojo compatible, Carroll 50617 or approved equal	10000 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY	
21.	Refill, Liquid Hand Soap, Aloe Foam, 1200 ml, for GP enMotion 42712 NO SUBSTITUTIONS	300 Each	
			Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
			Smallest Unit of Measure that can be ordered: _____
22.	Refill, Liquid Hand Soap, Aloe Foam, 1200 ml, for GP enMotion Generation 2 42715 NO SUBSTITUTIONS	200 Each	
			Price per Each: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
			Smallest Unit of Measure that can be ordered: _____

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
----------	-------------	---------------------------

23. Dispenser, Foam Soap, 1200 ml, Manual, Wall Mount

25 Each

Price per Each: \$ _____

Price per Case: \$ _____

Manufacturer (Mfg.) Name: _____

Mfg. Part No.: _____

Vendor Item No.: _____

Case Qty: _____

Smallest Unit of Measure that can be ordered: _____

24. Refill, Foam Soap, 1200 ml. Must be compatible with dispenser in line item #24.

300 Each

Price per Each: \$ _____

Price per Case: \$ _____

Manufacturer (Mfg.) Name: _____

Mfg. Part No.: _____

Vendor Item No.: _____

Case Qty: _____

Smallest Unit of Measure that can be ordered: _____

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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25.	Dispenser, Hand Sanitizer, Automatic, 1200 ml, Wall Mount Purell 2720-12 or approved equal	50 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

26.	Refill, Hand Sanitizer, 1200 ml. Must be compatible with line item #26. Purell 5392-02 or approved equal	1000 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		
	How Packed	Inner Pack Qty: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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27.	Refill, Hand Sanitizer, 1200 ml. Purell 5392-02 NO SUBSTITUTIONS. *For use in existing dispensers.*	1000 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

28.	Cartridge, Refill, Liquid Hand Soap, 800 ml, Rubbermaid One Shot FG4013111 or approved equivalent. MUST be compatible with Rubbermaid One Shot Dispenser	50 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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29.	Refill, Dispenser, Hand Sanitizer, 1000 ml, Gel. Purell/Gojo 2156-08 NO SUBSTITUTIONS For use in existing Purell NXT Dispenser 2120-06	500 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

30.	Dispenser, Metered Air Freshener, Auto with pre-set timer Brighton BPR26462 or approved equal	25 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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31.	Refill, for Metered Air Freshener Auto Dispenser, 7 oz., Lemon Scent Brighton BPR211A7-A or approved equal	600 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

32.	Pump, Siphon Drum, 2" thread. Must fit 15, 30, and 55 gal drums. Must be chemical resistant. Impact 2300 or approved equal	50 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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33.	Dust Pan, Plastic, Black, 12" Continental 712 or approved equal	300 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

34.	Stripper, Floor, Non-Ammoniated, 5 gal pail RAL-142005 or approved equal	20 Pails	Price per Pail: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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35.	Finish Wax, Floor, 5 gallon pail Renown 111380 or approved equal	65 Pails	Price per Pail: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

36.	Sponge, Eraser, Mr. Clean brand or approved equal	1000 Sponges	Price per Sponge: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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37.	Cleaner, Glass, Ammonia, 1 gallon, Pre-mixed. MUST be blue. Aero 604941FA or approved equal	200 Gallons	Price per Gallon: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

38.	Detergent, Laundry, Powder. MUST be blue. 40-50 lb. box Montgomery Mfg/Premier 4377 or approved equal	400 Boxes	Price per Box: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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39.	Detergent, Pot and Pan, 38 oz. bottle. DAWN PGC 45112 NO SUBSTITUTIONS	200 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
Manufacturer (Mfg.) Name: _____			

40.	Urinal Screens with anti-splash, Various Scents. Spiced Apple is preferred. Fresh Products WAVE 3WDS60SAP or approved equal	2000 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
Manufacturer (Mfg.) Name: _____			

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY	
41.	Clip Block, Toilet Bowl, Apple Spice Scent Fresh Products EBC-F-0121072M-01 or approved equal	2000 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		
42.	Cleaner, All-Purpose, 1 gal bottle Bunzl/Primesource 75004001 or approved equal	200 Bottles	Price per Bottle: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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43.	Cleaner, Spray, Multi-purpose, 16 oz, Non-Aerosol Pledge 644973 or approved equal	100 Bottles	Price per Bottle: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

44.	Disinfectant, Toilet Bowl, Liquid, 20.3% hypochloric acid, 1 gallon Carroll PC763-1 or approved equal	250 Gallons	Price per Gallon: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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45.	Wipes, Disinfectant, Bleach Free, Kills 99.9% viruses/bacteria, 7" x 8", 35 ct Clorox 01594 or approved equal	300 Canisters	Price per Canister: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

46.	Wipes, Disinfectant, Bleach Free, Kills 99.9% viruses/bacteria, 7" x 8", 75 ct Clorox 15948 or approved equal	300 Canisters	Price per Canister: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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47.	Wipes, Hand Sanitizer, 85 ct. canister Scrubs DYM90985 or approved equal	20 Canisters	Price per Canister \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

48.	Cleaner, Desk, Aerosol, 15 oz., Unscented 3M 573 or approved equal	30 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		
	How Packed	Inner Pack Qty: _____	Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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49. Jug, Utility, Gallon, White with Cap. Cap size 38/400

500 Jugs

Price per Jug: \$ _____

Price per Case: \$ _____

Manufacturer (Mfg.) Name: _____

Mfg. Part No.: _____

Vendor Item No.: _____

Case Qty: _____

Smallest Unit of Measure that can be ordered: _____

50. Cap, Polypropylene, 38/400, white

2000 Caps

Price per Cap: \$ _____

Price per Case: \$ _____

Manufacturer (Mfg.) Name: _____

Mfg. Part No.: _____

Vendor Item No.: _____

Case Qty: _____

Smallest Unit of Measure that can be ordered: _____

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY	
51.	Jug, Utility, Gallon, CHILD-RESISTANT , White with Cap. Cap size 38/400	300 Jugs	Price per Jug: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	
52.	Funnel, Utility, 64 oz. total capacity, 8" length, 1 1/8" spout diameter	50 Funnels	Price per Funnel: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

All spaces must be completed in order for bid to be considered responsive.
Award will be made per line item and based on the per unit price.
Accuracy for all mathematical and number entries is the sole responsibility of the bidder.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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53. Wastebasket, 7 gal., Rectangular, Open-Top, Black. 15 1/4" H x 14 1/2" W x 10 1/2" D

50 Each

Price per Each: \$ _____

Price per Case: \$ _____

Manufacturer (Mfg.) Name: _____

Mfg. Part No.: _____

Vendor Item No.: _____

Case Qty: _____

Smallest Unit of Measure that can be ordered: _____

54. Trash Can, 32 Gal., Utility, Round-Top with built-in handles, 27 1/4" H x 22" D

50 Each

Price per Each: \$ _____

Price per Case: \$ _____

Manufacturer (Mfg.) Name: _____

Mfg. Part No.: _____

Vendor Item No.: _____

Case Qty: _____

Smallest Unit of Measure that can be ordered: _____

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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55.	Lid, Trash Can, 32 Gal., Flat, Snap-On. Must fit trash can in line item #58	50 Each	Price per Each: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

56.	Labels, Permanent Adhesive for Laser Printers, 3 1/2" x 5", White, Water, UV and Chemical Resistant Avery AVE60503 or approved equal	20 Boxes	Price per Box: \$ _____ Price per Case: \$ _____ Mfg. Part No.: _____ Vendor Item No.: _____ Case Qty: _____ Smallest Unit of Measure that can be ordered: _____
	Manufacturer (Mfg.) Name: _____		

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ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
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57.	Labels, Permanent Adhesive for Laser Printers, 4 3/4" x 7 3/4", White, Water, UV and Chemical Resistant Avery AVE60502 or approved equal	20 Boxes	Price per Box: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

58.	Gloves, Dishwash, Reusable, Latex Free , Various Sizes, 2/pack	100 Pair	Price per Pair: \$ _____
			Price per Case: \$ _____
	Manufacturer (Mfg.) Name: _____		Mfg. Part No.: _____
			Vendor Item No.: _____
			Case Qty: _____
		Smallest Unit of Measure that can be ordered: _____	

All spaces must be completed in order for bid to be considered responsive.
Award will be made per line item and based on the per unit price.
Accuracy for all mathematical and number entries is the sole responsibility of the bidder.

ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

PRICE FORMS

ITEM NO.	DESCRIPTION	ESTIMATED ANNUAL QUANTITY
----------	-------------	---------------------------

59. Wedge, Door, Rubber, No-Slip, 4 3/4" L x 1 1/4" H x 2 1/4" W
Master GD002 or approved equal

30 Each

Price per Each: \$ _____

Price per Case: \$ _____

Manufacturer (Mfg.) Name: _____

Mfg. Part No.: _____

Vendor Item No.: _____

Case Qty: _____

Smallest Unit of Measure that can be ordered: _____

Tarrant County would like to be able to purchase other similar items off of this contract based on a discount off of your catalogue or website price. Please state what you can offer. Discount off of your website pricing for items not listed above:

Minimum Order Requirements:

Email Address for purchase orders:

All spaces must be completed in order for bid to be considered responsive.
Award will be made per line item and based on the per unit price.
Accuracy for all mathematical and number entries is the sole responsibility of the bidder.

Please cut out and affix to the outside of your response package



**TARRANT COUNTY
SEALED BID/PROPOSAL/RESPONSE**

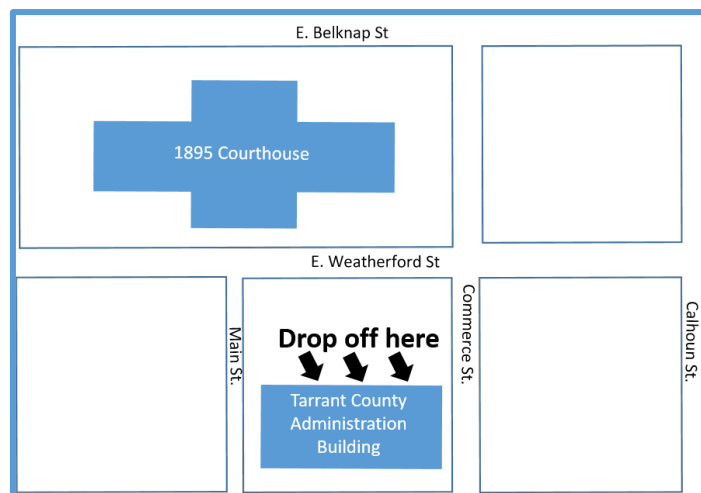
RFB No. 2021-116

**ANNUAL CONTRACT FOR JANITORIAL
SUPPLIES**

Due Date: JUNE 17, 2021 AT 2:00 P.M.

Tarrant County Administration Building
ATTN: Purchasing Department
100 E. Weatherford St., Third Floor, Suite 303
Fort Worth, Texas 76196-0104

Street View



Building View

