

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone • (916) 624-2428 Fax • (916) 624-7246



Roger Stock, Superintendent
Barbara Patterson, Deputy Superintendent Business & Operations

Tony Limoges, Associate Superintendent, Human Resources
Marty Flowers, Associate Superintendent, Secondary Education
Bill MacDonald, Associate Superintendent, Elementary Education

Invitation for Bid

Custodial Supplies FY 2023/24

Bid Start Date: April 13, 2023

Proposals Due: May 2, 2023, By 1:00 PM

CONTACT PERSON: Mike Stemple
Office: 916-624-2428 Ext 1306
Email: mstemple@rocklinusd.org

Board Members: Rachelle Price • Julie Hupp • Dereck Counter • Michelle Sutherland • Tiffany Saathoff

Bid Notice:

NOTICE INVITING BIDS FOR CUSTODIAL SUPPLIES FY23/24

The Rocklin Unified School District is requesting bids from providers of custodial supplies.

Sealed bids will be received at the Rocklin Unified School District office, 2615 Sierra Meadows Drive, Rocklin, CA 95677, until 1:00 PM local time on May 2, 2023, or such later date as may be set by addendum, and then will be publicly opened and read. All bids must be submitted in a sealed envelope, marked "Custodial Supplies Bid 23/24".

Interested vendors can obtain bid documents from the Rocklin Unified School District website <https://www.rocklinusd.org/Departments/Business-Services/Facilities-Maintenance--Operations/Documents--Forms>, or the Districts online plan room <http://www.publicpurchase.com>.

April 13, 2023
Rocklin Unified School District
Mike Stemple, Purchasing & Contract Services Manager

Bidder Instructions:

1. **Sealed Bids:** All Bids must be sealed and delivered to the Rocklin Unified District Offices at 2615 Sierra Meadows Drive, Rocklin CA. 95677, On May 2, 2023, until 1:00 PM local time. Note: facsimile or electronic bids will not be accepted.
2. **Award:** The Contract will be awarded to the lowest responsive, responsible bidder based upon the specifications as noted in the bid documents and exhibits. The Rocklin Unified School District reserves the right to reject any or all bids, to accept and or reject any one or more items, or to waive any irregularities or informalities in bid. A notification of award will be generated after board approval on May 17, 2023, and pursuant purchase order for use starting July 1, 2023.
3. **Period of Performance:** July 1, 2023, through June 30, 2024.
4. **Pricing:** Pricing will be valid for the entire period of performance. Delivery is FOB Destination; seller pays all freight charges to the Rocklin Unified School District. Unit price submitted will not to include state or local sales taxes. Unit price (Exhibit A) is to be filled out completely with submitted with the required Bid forms. Please include a USB device with the Exhibit A pricing.
5. **Invoicing:** Invoice shall contain reference to packing slip, school site delivery address and itemized details; including line items description, item number, quantity and unit price, with extended line-item totals, all items will be invoiced upon delivery, including applicable taxes.
6. **Delivery:** The successful bidder shall be responsible for delivery in a timely manner, as this is an essential function of this agreement. Delivered items shall be securely and properly packaged and include a packing slip, clearly identifying the items and quantities. Refer to note 9 for site locations and contact information we will ask that you work with the sites to ensure timely delivery. A complete list of District contacts will be provided upon award.

7. **Quantities:** The product requirements and quantities as stated are estimated based upon annual use. The estimated quantities as listed are for bidding purposes only and is not a commitment. The district reserves the right to increase and decrease these quantities as needed.
8. **Products:** The brand name and product ID provided in the bid are preferred products. Equals and alternates will be considered. Each bidder must review the product description and associated item specification details, and determine their alternate or equal meets the individual product specification, quality, product warranty, package size, case size, package quantity, product thickness, etc.

If proposing an alternate or equal product please provide complete item description on your summary sheet (Exhibit A) include, PN, description and pertinent manufacturer details. The district will review the alternate suggestion and determine if the alternate meets the district requirements. Alternate item unit pricing proposed shall be converted to the original bid item description and package size requirements. The District is not responsible for bidder calculations errors and the unit price submitted will prevail. The vendor shall provide a sample free of charge as required.

9. **Bid Forms:** Bidder must complete and submit complete bid package on the forms provided (Exhibit B).

10. **Site Address:** Rocklin Unified School District site delivery addresses:

SITE NAME, ADDRESS	SITE NAME, ADDRESS
Antelope Creek Elementary 6185 Spring view Drive, Rocklin, CA 95677	Granite Oaks Middle School 2600 Wyckford Blvd., Rocklin, CA 95765
Breen Elementary 2751 Breen Drive, Rocklin, CA 95765	Spring View Middle School 5040 5 th Street, Rocklin, CA 95677
Cobblestone Elementary 5740 Cobblestone Drive, Rocklin, CA 95765	Rocklin High School 5301 Victory Lane, Rocklin, CA 95765
Parker Whitney Elementary 5145 Topaz Avenue, Rocklin, CA 95677	Whitney High School 701 Wildcat Blvd., Rocklin, CA 95765
Rock Creek Elementary 2140 Collet Quarry Drive, Rocklin, CA 95765	Victory High School Alternative Education Center 3250 Victory Drive, Rocklin, CA 95765
Rocklin Elementary School 5025 Meyers Street, Rocklin, CA 95677	Third Street Transition Program 5540 3 rd Street, Rocklin, CA 95677
Rocklin Academy - Ruhkala 6530 Turnstone Way, Rocklin, CA 95765	District Office 2615 Sierra Meadows Drive, Rocklin, CA 95677
Ruhkala Elementary 6530 Turnstone Way, Rocklin, CA 95765	Maintenance & Operations, Nutrition Serv 4090 Del Mar Ave, Suite A & Rocklin, CA 95765
Sierra Elementary 6811 Camborne Way, Rocklin, CA 95677	Transportation Services 2225 Corp Yard Rd, Rocklin, CA 95677
Sunset Ranch Elementary 2500 Bridlewood Drive, Rocklin, CA 95765	Quarry Trail Elementary 810 Lazy Trail Dr, Rocklin, CA 95767
Twin Oaks Elementary 2835 Club Drive, Rocklin, CA 95765	Valley View Elementary 3000 Crest Drive, Rocklin, CA 95765

11. **Indemnification:** The successful bidder agrees to indemnify, defend, indemnify, and hold the district and its agents, representatives, officers, consultants, employees, Board of trustees, members of the Board of Trustees (collectively, “the district Parties”) from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses of any kind, directly or indirectly arising out of, connected with, or resulting from any act, error, omission, negligence, or willful misconduct of bidder, or bidder parties or their respective agents, subcontractor’s, employees under this terms of the contract award, except liability arising out of the sole neglect of the district.

12. **Insurance:** The successful bidder shall maintain throughout this agreement the following insurance requirements: comprehensive general liability insurance \$1,000,000 each occurrence \$2,000,000 aggregate, product liability \$2,000,000 min coverage per occurrence. comprehensive commercial automobile liability insurance with limits not less than \$1,000,000 each occurrence, workers compensation insurance as required by labor code section 3200. A copy of the bidder’s declaration page is to be provided with the bidder submission, including the endorsement pages for each certificate. Workers’ compensation will include a waiver of subrogation. All subcontractors are required to maintain the same policy coverages and verified by bidder for the duration of the agreement.

13. **Piggyback Clause:** The district is authorized to utilize piggyback agreements when applicable. Please include the necessary information including contract information and support when your submission includes pricing from these agreements.

14. **Termination:** A contract termination clause will be agreed to in which either party may terminate this agreement giving thirty (30) days advance written notice to the other party.

Attachments:

Exhibit A- Unit Price Summary

Exhibit B – Bid Forms

Custodial Supplies Bid FY23/24

EXHIBIT A

Product Type	Product Description	Projected Quantity	Unit Price	Alternate Item - Include PN and Description	Total Cost
PAPER	26495 PACIFIC BLUE ULTRA BROWN ROLL TOWEL 6X1150	1225			\$ -
PAPER	WAXIE 1236 KLEENLINE SMALL CORE 2-PLY BATH TISSUE 36/1000	950			\$ -
PAPER	WAXIE 5100 CLEAN & SOFT 2-PLY FACIAL TISSUE FLAT BOX 30/100	300			\$ -
PAPER	KLEENLINE ESSENTIALS HALF-FOLD TOILET SEAT COVERS 5000/CASE	85			\$ -
PAPER	23504 PACIFIC BLUE BASIC SINGLEFOLD TOWEL BROWN 16X250	25			\$ -
LINER	HER 40X46 BLACK 1.5 MIL 4X25 CORELESS ROLL LINER 100/CS	1600			\$ -
LINER	WAXIE 33X39 1.5 MIL BLACK MAX FLAT PACK LINER 150/CASE	350			\$ -
LINER	WAXIE 24X23 .4 MIL BLACK TUFF N STRETCH LINER FLAT PK 1000/CS	150			\$ -
HAND	GP PBU GENTLE FOAM SOAP FRAGRANCE-FREE 1200 ML 4/CS	700			\$ -
GLOVE	NITRILE PF GP GLOVES BLUE LARGE 10/100 6 mil	100			\$ -
GLOVE	NITRILE PF GP GLOVES BLUE MEDIUM 10/100 6 mil	50			\$ -
GLOVE	NITRILE PF GP GLOVES BLUE XL 10/100 6 mil	75			\$ -
GLOVE	NITRILE PF GP 4MIL GLOVES BLUE SMALL 10/100 6 mil	10			\$ -
DISP	WAXED KRAFT LINERS FOR WALL UNIT 500 PER CASE	40			\$ -
DISP	TAMPAX REGULAR ABSORBENCY TAMPONS 500 EA PER CASE	30			\$ -
DISP	MAXITHINS #4 FEMININE HYGIENE PADS - 250 PER CASE (CASE ONLY)	30			\$ -
CHEM	WAXIE-GREEN SOLSTA 243 NEUTRAL CLEANER 3L 4/CS	125			\$ -
CHEM	WAXIE-GREEN SOLSTA 300 NONACID BATHROOM CLEANER 3L 4/CS	110			\$ -
CHEM	WAXIE SOLSTA 730 HP DISINFECTANT CLEANER 3L 4/CS	100			\$ -
CHEM	WAXIE-GREEN SOLSTA 543 GLASS & SURFACE CLEANER 3L 4/CS	80			\$ -
CHEM	SPARTAN CONSUME ENZYME DEODORANT- QTS-12/CS	35			\$ -
CHEM	HOS HEALTH GARDS NON-PARA URINAL SCREENS W/ CHERRY BLOCK	75			\$ -
CHEM	WAXIE PRO GRAFFITI REMOVER QT 6/CS	10			\$ -
CHEM	COMET CREME DEODORIZING CLEANER 32 OZ 10/CS	30			\$ -
CHEM	VECTRA FLOOR FINISH 5 GAL	10			\$ -
CHEM	BRAVO HD STRIPPER 1X5 GALLON	10			\$ -
CHEM	LINOSAFE LINOLEUM STRIPPER STRIPPER 5 GLI BIB	5			\$ -
CHEM	Over/Under Sealer - 5 GAL	5			\$ -
CHEM	BREAK-UP FOAMING GREASE RELEASE 4X1 GAL	7			\$ -
CHEM	WAXIE FIBERCARE #2 CARPET EXTRACTOR GL 4/CS	7			\$ -
CHEM	Bona Supercourt Allstar 5 Gal	5			\$ -
EQUIP (Disp)	Bona Diamond Discs 6" 32/cs 180 Grit	5			\$ -
EQUIP (Disp)	PROTEAM ANTIBAC MICRO FILTER BAG FOR SUPER COACHVAC 10/PK	220			\$ -
ACCES	TRIGGER SPRAYER FOR 24 & 32 OZ SPRAY BOTTLE	150			\$ -
ACCES	IMPACT 5032WG 32OZ PLAIN SPRAY BOTTLE WITH GRADUATIONS	100			\$ -
ACCES	204W LITTLE DIPPER TOILET BOWL MOP WHITE 12 IN	100			\$ -
ACCES	6310 RM TOILET BOWL BRUSH WHITE	50			\$ -
ACCES	GROUT AND CREVICE BRUSH RM 9B56	15			\$ -
ACCES	IMP 3105 LAMBSWOOL DUSTER 30-45 INCH TELESCOPING	100			\$ -
ACCES	WAXIE 54 IN PLASTIC ANGLED UPRIGHT BROOM WITH WOOD HANDLE	70			\$ -

Custodial Supplies Bid FY23/24

EXHIBIT A

Product Type	Product Description	Projected Quantity	Unit Price	Alternate Item - Include PN and Description	Total Cost
ACCES	WAXIE 60 IN SPRING GRIP MOP HANDLE	45			\$ -
ACCES	MICROFIBER TUBE MOPS-21OZ-BLUE 1 DZ/CS	18			\$ -
ACCES	SUPER STITCH FINISH MOP LARGE 1-IN HEADBAND BLUE/WHITE 6/CS	17			\$ -
ACCES	EASY REACHER - STANDARD HANDLE	40			\$ -
ACCES	2600 PLASTIC LOBBY DUSTPAN	40			\$ -
ACCES	9200 (C-20X) INDUSTRIAL PLUNGER	10			\$ -
ACCES	2642 - BRUTE CADDY BAG - YELLOW	12			\$ -
ACCES	6173 - JANITOR CART - BLACK	8			\$ -
ACCES	35 QT WAVEBRAKE 2.0 SIDE-PRESS COMBO YELLOW ST	10			\$ -
ACCES	6112-77 RM CAUTION WET FLOOR 25IN SIGN	12			\$ -
ACCES	KLEENLINE PRO RED 20 IN BUFFING PAD 5/CASE	20			\$ -
ACCES	KLEENLINE PRO WHITE 20 IN POLISHING PAD PAD 5/CASE	10			\$ -
ACCES	KLEENLINE PRO BLACK 20 IN STRIPPING PAD PAD 5/CASE	15			\$ -
ACCES	KLEENLINE PRO BLUE 20 IN CLEANING PAD 5/CASE	20			\$ -
Hand Tools	Reservoir Flat Mop System (Rubbermaid Pulse Mop)	5			\$ -
Light Equipme	Backpack Vacuum (ProTeam SuperCoach)	5			\$ -
Signage	Yellow Standing Restroom "Closed for Cleaning" Sign	5			\$ -
Pads	17" Black Stripping Pads 5/cs	5			\$ -
Pads	17" Red Buffing Pads 5/cs	5			\$ -
Pads	17" Blue Cleaning Pads 5/cs	5			\$ -
Pads	17" White Polishing Pads 5/cs	5			\$ -
Pads	3M SCOTCH-BRITE 98 LIGHT DUTY SCOURING PAD - 20/BX - 3 BX/CS	5			\$ -
Pads	3M SCOTCH-BRITE 86 HEAVY DUTY SCOURING PADS - 12/BX - 3BX/CS	8			\$ -
Chemicals	Gum Remover, Unscented 6 oz 12/cs	5			\$ -
Exhibit A Bid Summary Total					\$ -

EXHIBIT B - Bid Documents

1.1 BID FORM

ROCKLIN UNIFIED SCHOOL DISTRICT

Sealed Bids will be received at the Rocklin Unified School District Office located at 2615 Sierra Meadows Drive, Rocklin CA 95677, until 1:00 PM on May 2, 2023.

The undersigned doing business under the firm name of:

_____ hereby propose and agree to enter into a Contract, to furnish:

Custodial Supplies FY 2023/24

The undersigned proposes to furnish such labor, materials, conforming to the instructions, specifications, and documents contained herein.

The receipt of the following addenda to the specifications is acknowledged:

Addendum No. _____ Date _____ Addendum No. _____ Date _____

This bid may be withdrawn at any time prior to the scheduled time for the opening of bids or any authorized postponement thereof.

The undersigned declares under penalty of perjury under the laws of the State of California that the representations made in this bid are true and correct.

Print or Type Name: _____

Title: _____

Name of Company as Licensed in California: _____

Business Address: _____

Telephone Number: _____

State of Incorporation, if Applicable: _____

CORPORATION:

Evidence of authority to bind corporation is attached.

Dated: _____, 2023

(Name)

(Chairman, Pres., or Vice-Pres.)

1.2 BID SCHEDULE

Custodial Supplies FY 2023/2024

Company Name: _____

Total Amount of Bid \$ _____

- FOB Destination
- Price Valid through June 30, 2024

Vendor Certificate of acceptance

By signing, the bidder hereby certifies they have read, and understand the requirements of the bid documents, contained herein and offer to provide goods at the pricing established on bid schedule Exhibit A. This will complete a binding legal agreement. Further the bidder agrees to fully comply with the documentary forms herewith made part of this specific agreement.

Signature: _____

Print name: _____

Title: _____

Date: _____

1.3 EXPERIENCE QUALIFICATIONS

The Bidder has been engaged in the contracting business, under the present business name for ___years. Experience in work of a nature similar to that covered in the Bid extends over a period of . years.

The Bidder, has never failed to satisfactorily complete a contract awarded to it, except as follows:

The following contracts have been satisfactorily completed in the last three years for the persons, firm or entity indicated:

Year	Owner	Type of Work	Contract Amount

Executed on _____, at _____,

BIDDER

Company Name: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

1.4 NONCOLLUSION DECLARATION

Owner: Rocklin Unified School District

Custodial Supplies FY 2023/2024

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____, 2023, at _____ [city], _____ [state].

Signature

Print Name

1.7 WORKERS' COMPENSATION CERTIFICATE

Labor Code Section 3700, in relevant part, provides:

"Every employer except the state shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this state.

(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure either as an individual employer or as one employer in a group of employers. Said certificate may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees, ... "

I am aware of the provisions of the Labor Code Section 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract. I shall supply the Owner with certificates of insurance evidencing that Workers' Compensation Insurance is in effect and providing that the Owner will receive thirty (30) days' notice of cancellation.

Name of Contractor

Signature

Print Name

Date

(In accordance with Article 5 (commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under the contract.)