

August 29, 2013

The Honorable City Council  
of the City of Los Angeles  
City Hall, Room 395  
Los Angeles, CA 90012

Subject: **APPROVE THE CONTRACT WITH EMPIRE CLEANING SUPPLY FOR CUSTODIAL PLASTIC AND LATEX PRODUCTS FOR LOS ANGELES WORLD AIRPORTS.**

LAX  
LA/Ontario  
Van Nuys  
City of Los Angeles

In accordance with Section 373 of the City Charter, the Board of Airport Commissioners transmits for your approval the Contract between the City of Los Angeles and Empire Chemical Company, Inc. dba Empire Cleaning Supply for custodial plastic and latex products for Los Angeles International Airport, LA/Ontario International Airport and Van Nuys Airport.

Eric Garcetti  
Mayor

**RECOMMENDATION FOR CITY COUNCIL**

**Board of Airport Commissioners**

1. APPROVE the Contract between the City of Los Angeles and Empire Chemical Company, Inc. dba Empire Cleaning Supply.
2. CONCUR in the Board's action authorizing the Executive Director to execute the Contract between the City of Los Angeles and Empire Chemical Company, Inc. dba Empire Cleaning Supply.
3. FIND that this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

Michael A. Lawson  
President

Valeria C. Velasco  
Vice President

Joseph A. Aredas  
Robert D. Beyer  
Ann M. Hollister  
Raúl Pérez  
Fernando M. Torres-Gil

The Board of Airport Commissioners, at their meeting held on August 20, 2013, by Resolution No. 25229 approved the Contract subject to the approval of your Honorable Body is attached.

Gina Marie Lindsey  
Executive Director

There is no impact on the General Fund.

**CONCLUSION**

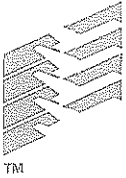
Please return the attached Contract to the Department of Airports' Board Office after City Council approval and Certification of that approval.

Very truly yours,

Sandra J. Miller – Secretary  
BOARD OF AIRPORT COMMISSIONERS

- cc: Trade, Commerce and Tourism Committee  
 Councilmember LaBonge, E-file  
 Councilmember Bonin, E-file  
 Councilmember Buscaino, E-file  
 CAO (Airport Analyst), E-file  
 CLA (Airport Analyst), E-file  
 City Clerk's Office, Enc. (one original and one copy)





RESOLUTION NO. 25229

WHEREAS, on recommendation of Management, there was presented for approval, Award a three (3)-year Contract with one (1) two-year option to Empire Chemical Company, Inc. dba Empire Cleaning Supply for custodial plastic and latex products at Los Angeles International Airport, LA/Ontario International Airport and Van Nuys Airport for an overall amount not to exceed \$2,206,330; and

LAX  
LA/Ontario  
Van Nuys  
City of Los Angeles

Eric Garcetti  
Mayor

Board of Airport  
Commissioners

Michael A. Lawson  
President

Valeria C. Velasco  
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Joseph A. Aredas  
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Gina Marie Lindsey  
Executive Director

WHEREAS, providing custodial products and supplies is part of Los Angeles World Airports' (LAWA) ongoing custodial program at Los Angeles International Airport (LAX), LA/Ontario International Airport (ONT), and Van Nuys Airport (VNY). To establish a three (3)-year contract with one (1) two-year option, staff posted Request for Bid (RFB) No. 113-033 on February 28, 2013 for public review on the City of Los Angeles website www.labavn.org. The RFB included four (4) categories of custodial products: paper products, cleaners and degreasers, plastic and latex products, and miscellaneous cleaning products; and

WHEREAS, on May 2, 2013, 14 Bidders submitted 21 bids. Staff deemed it more cost-effective to award separate contracts to the lowest responsive and responsible Bidders in each category; and

WHEREAS, for the category custodial plastic and latex products, 13 Bidders submitted 21 bids. Eleven (11) bids were deemed non-responsive. The four (4) lowest responsive and responsible Bidders for the custodial plastic and latex products category are as follows:

Vendor	Bid Amount LAWA Will Pay 1 <sup>st</sup> Year	LBE Adjustment (8%)	Adjusted Bid For Evaluation Purposes Only
Empire Chemical Company, Inc. dba Empire Cleaning Supply	\$391,395	\$31,312	\$360,083
Unisource Worldwide, Inc. – Bid No. 1	\$429,335	\$34,347	\$394,988
Gale Supply Company, Inc.	\$451,220	\$36,098	\$415,122
P&R Paper Products Co., Inc.	\$427,616	N/A	\$427,616; and

WHEREAS, staff evaluated the bids and thoroughly tested the products to certify that substituted products were acceptable. Staff determined that Empire Chemical Company, Inc. dba Empire Cleaning Supply submitted the lowest responsive and responsible bid for custodial plastic and latex products. The funding amount that staff is requesting includes a 6% annual increase as per the terms of the bid; and

WHEREAS, Bidders could bid on any or all categories, however they were required to bid on every item in any given category. The bid was based on price quotes for LAWA's most commonly purchased custodial supplies. Bidders could submit multiple bids and they could substitute products named in the RFB with similar products; and

WHEREAS, the custodial products to be purchased through four (4) separate but related contracts are necessary for the health and safety of the travelling public. To ensure a continuous contractual means to purchase the necessary custodial supplies, the Board of Airport Commissioners approved a First Amendment to Contract No. DA-4520 with Unisource Worldwide, Inc. for custodial supplies at LAX, ONT and VNY; and



WHEREAS, through First Amendment to Contract No. DA-4520, staff is able to purchase products from all four (4) of the custodial product categories. This First Amendment will only be used if for any reason there is a delay in awarding one or more of the four custodial contracts and includes a thirty (30)-day termination clause which enables LAWA to terminate the Contract once the successor contracts are executed; and

WHEREAS, funds for the contract are included in Fiscal Year 2013-2014 LAWA Operating Budget in multiple LAX Cost Centers within the MSD-Custodial Sub-Division, Cost Center 1150063 – EFMD – Facilities Maintenance, ONT Cost Center 3001048 – ONT CM-Terminal 2 & 4, VNY Cost Center 1400003 – VNY Maintenance Services, and LAX Cost Center 2001209 – VNY LSD Flyaway Operations, Commitment Item 522 – Materials and Supplies. Funding for subsequent years will be requested as part of the annual budget process; and

WHEREAS, continuing administrative actions are exempt from the California Environmental Quality Act (CEQA) pursuant to Article II Section 2(f) of the Los Angeles City CEQA Guidelines as the purchase of custodial products falls under continuing administrative, maintenance and personnel-related activities; and

WHEREAS, this action is statutorily exempt from the provisions of the Living Wage/Service Contractor Worker Retention Ordinances; and

WHEREAS, Procurement Services Division has reviewed this action (File No. 10035117). No mandatory Small Business Enterprise goal for the project has been established, as no subcontracting opportunities were identified; and

WHEREAS, Empire Cleaning Supply will comply with the provisions of the Affirmative Action Program; and

WHEREAS, Empire Cleaning Supply has been assigned Business Tax Registration Certificate No. 0000071657; and

WHEREAS, Empire Cleaning Supply will comply with the provisions of the Child Support Obligations Ordinance; and

WHEREAS, Empire Cleaning Supply must have approved insurance documents, in the terms and amounts required, on file with LAWA prior to issuance of a Notice to Proceed; and

WHEREAS, Empire Cleaning Supply has submitted the Contractor Responsibility Program Questionnaire and Pledge of Compliance, and will comply with the provisions of said program; and

WHEREAS, Empire Cleaning Supply must be determined by the Public Works, Office of Contract Compliance, to be in compliance with the provisions of the Equal Benefits Ordinance prior to execution of contract; and

WHEREAS, Empire Cleaning Supply has submitted the Bidder Contributions City Ethics Commission Form 55, and will comply with its provisions; and

WHEREAS, actions taken on this item by the Board of Airport Commissioners will become final pursuant to the provisions of Los Angeles City Charter Section 373;

NOW, THEREFORE, BE IT RESOLVED that the Board of Airport Commissioners determined that this action is exempt from the California Environmental Quality Act requirements; adopted the Staff Report; approved Award of a three (3)-year Contract with one (1) two-year option to Empire Chemical Company, Inc. dba Empire Cleaning Supply for custodial plastic and latex products at Los Angeles International Airport, LA/Ontario International Airport and Van Nuys Airport for an overall amount not to exceed \$2,206,330; and authorized the Executive Director to execute said Contract upon approval as to form by the City Attorney and upon approval by the Los Angeles City Council.

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I hereby certify that this Resolution No. 25229 is true and correct, as adopted by the Board of Airport Commissioners at its Regular Meeting held on Tuesday, August 20, 2013.

A handwritten signature in black ink, appearing to read "Sandra J. Miller". The signature is fluid and cursive, with a prominent initial "S" and "M".

Sandra J. Miller – Secretary  
BOARD OF AIRPORT COMMISSIONERS

**CONTRACT BETWEEN THE CITY OF LOS ANGELES AND  
EMPIRE CHEMICAL CO., INC. DBA EMPIRE CLEANING SUPPLY  
FOR PLASTIC AND LATEX CUSTODIAL PRODUCTS  
FOR LOS ANGELES WORLD AIRPORTS**

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THIS CONTRACT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by and between the CITY OF LOS ANGELES (hereinafter referred to as "City"), a municipal corporation, acting by order of and through its Board of Airport Commissioners (hereinafter referred to as "Board"), and EMPIRE CHEMICAL CO., INC. DBA EMPIRE CLEANING SUPPLY (hereinafter referred to as "Contractor"),

**RECITALS**

WHEREAS, the City authorized the issuance of a Request for Bid for the purchase of plastic and latex custodial products, Bid No. 113-033 (hereinafter referred to as "Request for Bid"); and

WHEREAS, in response to said Request for Bid, Contractor submitted a bid (hereinafter referred to as "Contractor's Bid") which was found to be the lowest responsive and responsible bid for Category Three of the Request For Bid, "Plastic and Latex Products"; and

WHEREAS, Contractor is engaged in the business of providing the products and services of the type sought by City; and

WHEREAS, the Board has now authorized the purchase of the products and services identified in the Request for Bid as specified;

NOW THEREFORE, that for and in consideration of the covenants and conditions hereinafter contained to be kept and performed by the respective parties, IT IS AGREED AS FOLLOWS:

**Section 1.0 Scope of Work.** Contractor agrees to provide plastic and latex custodial products to meet the requirements of Los Angeles World Airports in strict compliance with the conditions and specifications contained in the aforesaid Request for Bid and the price(s) contained in Contractor's Bid.

**Section 2.0 Incorporation by Reference.** It is expressly understood and agreed that the Request for Bid including all bid forms, the plans and specifications, including any addenda thereto, the Contractor's Bid and its submitted Bid documents including all of the Administrative Requirements and any Bonds required under the said Request for Bid, shall constitute, and are hereby incorporated, and made a part of this Contract, and each of the parties hereto does hereby expressly covenant and agree to carry out and fully perform each and all of the provisions of said documents upon its part to be performed. Contractor also expressly acknowledges that this Contract is based upon the performance requirements contained in the bid documents issued by City. If there is a conflict between the Request for Bid and the Contractor's Bid, the Request for Bid will prevail. The Request for Bid and Contractor's Bid are attached hereto as Exhibit "A".

**Section 3.0 Term of Contract.**

3.1 Notwithstanding any other provision herein, the term of this Contract shall commence upon Contractor's receipt from City of a Notice to Proceed, and shall expire no later than Three (3) years thereafter; subject, however, to earlier termination by City upon the provision of thirty (30) days advance written notice.

3.2 In addition, City possesses the option, exercisable in the sole and exclusive discretion of the Executive Director, or his/her designee, to extend this Contract for one (1) additional two (2) year term, on the same terms and conditions set forth herein.

3.3 The City may terminate this Contract, with or without cause, upon giving the other party a thirty (30) day advance written notice or as otherwise provided herein.

**Section 4.0 Contractor's Fee and Payment; Contractor's Payments.**

4.1 For all products and services rendered, for all costs, direct or indirect, and for all expenses incurred by Contractor pursuant to this Contract, City shall pay Contractor an amount not to exceed One Million Two Hundred Forty Six Thousand Forty Five and 00/100 Dollars (\$1,246,045.00) for the first three years of the contract, an additional amount not to exceed Nine Hundred Sixty Thousand Two Hundred Eighty Five and 00/100 Dollars (\$960,285.00) in the event the City exercises its option to extend this Contract for one additional two year term and an overall contract amount (in the event the City exercises its renewal option) not to exceed Two Million Two Hundred Six Thousand Three Hundred Thirty and 00/100 Dollars (\$2,206,330.00). Contractor shall submit to City requests for payment of the amount(s) due, upon completion to City's satisfaction of the work specified for the Project. City shall pay Contractor for its performance under this Contract the sum hereinabove set forth, at the times and in the manner specified, if so, in the aforesaid Specifications.

4.2 Contractor shall promptly pay, when due, any and all amounts payable for labor and material furnished in the performance of this Contract, so as to prevent or make unnecessary the filing of any claim, lien, or notice to withhold, as provided under and by virtue of the applicable provisions of Division III, Part 4, Title 15 (commencing with Section 3082) of the Civil Code of the State of California, and Contractor shall promptly pay all amounts due under the Unemployment Insurance Act with respect to such work or labor.

**Section 5.0 City Held Harmless.**

5.1. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold harmless City and any and all of City's Boards, officers, agents, employees, assigns and successors in interest from and against any and all suits, claims, causes of action, liability, losses, damages, demands or expenses (including, but not limited to, attorney's fees and costs of litigation), claimed by anyone (including Contractor and/or Contractor's agents or employees) by reason of injury to, or death of, any person(s) (including Contractor and/or Contractor's agents or employees), or for damage to, or destruction of, any property (including property of Contractor and/or Contractor's agents or employees) or for any and all other losses, founded upon or alleged

to arise out of, pertain to, or relate to the Contractor's and/or Sub-Contractor's performance of the Contract, whether or not contributed to by any act or omission of City, or of any of City's Boards, officers, agents or employees; Provided, however, that where such suits, claims, causes of action, liability, losses, damages, demands or expenses arise from or relate to Contractor's performance of a "Construction Contract" as defined by California Civil Code section 2783, this paragraph shall not be construed to require Contractor to indemnify or hold City harmless to the extent such suits, causes of action, claims, losses, demands and expenses are caused by the City's sole negligence, willful misconduct or active negligence.

5.2. In addition, Contractor agrees to protect, defend, indemnify, keep and hold harmless City, including its Boards, Departments and City's officers, agents, servants and employees, from and against any and all claims, damages, liabilities, losses and expenses arising out of any threatened, alleged or actual claim that the end product provided to LAWA by Contractor violates any patent, copyright, trade secret, proprietary right, intellectual property right, moral right, privacy, or similar right, or any other rights of any third party anywhere in the world. Contractor agrees to, and shall, pay all damages, settlements, expenses and costs, including costs of investigation, court costs and attorney's fees, and all other costs and damages sustained or incurred by City arising out of, or relating to, the matters set forth above in this paragraph of the City's "Hold Harmless" agreement.

5.3. In Contractor's defense of the City under this Section, negotiation, compromise, and settlement of any action, the City shall retain discretion in and control of the litigation, negotiation, compromise, settlement, and appeals there from, as required by the Los Angeles City Charter, particularly Article II, Sections 271, 272 and 273 thereof.

5.4. Survival of Indemnities. The provisions of this Section shall survive the termination of this Agreement.

#### **Section 6.0 Hazardous and Other Regulated Substances.**

6.1. Contractor agrees to accept sole responsibility for full compliance with any and all applicable present and future rules, regulations, restrictions, ordinances, statutes, laws and/or other orders of any governmental entity regarding the use, storage, handling, distribution, processing and/or disposal of hazardous wastes, extremely hazardous wastes, hazardous substances, hazardous materials, hazardous chemicals, toxic chemicals, toxic substances, pollutants, contaminants, or other similarly regulated substances (hereinafter referred to as "hazardous substances") regardless of whether the obligation for such compliance or responsibility is placed on the owner of the land, on the owner of any improvements on the premises, on the user of the land, or on the user of the improvements. Said hazardous substances shall include, but shall not be limited to, gasoline, aviation, diesel and jet fuels, lubricating oils and solvents.

6.2. Contractor agrees that any damages, penalties or fines levied on City and/or Contractor as a result of noncompliance with any of the above shall be the sole responsibility of Contractor and, further, that Contractor shall indemnify and pay and/or reimburse City for any damages, penalties or fines that City incurs, or pays, as a result of noncompliance with the above.

6.3. In the case of any hazardous substance spill, leak, discharge or improper storage on the premises, or contamination of same, by any person, Contractor agrees to make, or cause to be made, any necessary repairs or corrective actions, as well as to clean up and remove any leakage, contamination or contaminated ground. In the case of any hazardous substance spill, leak, discharge or contamination by Contractor, or by any of its employees, agents, contractors or subcontractors which affects other property of City, or property(ies) of City's tenant(s), Contractor agrees to make, or cause to be made, any necessary repairs, or take corrective actions, to clean-up and remove any such spill, leakage or contamination to the satisfaction of Executive Director.

6.4. If Contractor fails to repair, clean-up, properly dispose of, or take any other corrective action(s) as required herein, City may (but shall not be required to) take all steps it deems reasonably necessary to properly repair, clean-up or otherwise correct the condition(s) resulting from the spill, leak or contamination. Any such repair, clean-up or corrective action(s) taken by City shall be at Contractor's sole cost and expense, as well as shall any and all costs (including any administrative costs) which City incurs, or pays, as a result of any repair, clean-up or corrective action it takes.

6.5. If Contractor installs or uses already installed underground storage tanks, pipelines or other improvements on the specified premises for the storage, distribution, use, treatment or disposal of any hazardous substances, Contractor agrees, upon the expiration and/or termination of this Contract, to remove and/or clean up, at the sole option of Executive Director, the above-referred to improvements. Said removal and/or clean-up shall be at Contractor's sole cost and expense, and shall be undertaken and completed in full compliance with all federal, state and local laws and regulations, as well as in compliance with the reasonable directions of Executive Director.

6.6. Contractor shall promptly supply City with copies of all notices, reports, correspondence and submissions made by Contractor to any governmental entity regarding any hazardous substance spill, leak, discharge or clean-up, including all tests results.

6.7. This Section, and the obligation(s) contained therein, shall survive the expiration or earlier termination of this Contract.

**Section 7.0 Assignment or Transfer Prohibited.**

7.1 Contractor shall not, in any manner, directly or indirectly, by operation of law or otherwise, hypothecate, assign, transfer, or encumber this Contract, or any portion thereof or any interest therein, in whole or in part, without the prior, written consent of Executive Director.

7.2 For purposes of this Contract, the terms "transfer" and "assign" shall include, but not be limited to, the following: (i) if Contractor is a joint venture, a limited liability company, or a partnership, the transfer of fifty percent (50%) or more of the interest or membership in the joint venture, the limited liability company, or the partnership; (ii) if Contractor is a corporation, any cumulative or aggregate sale, transfer, assignment, or hypothecation of fifty percent (50%) or more of the voting shares of Contractor; (iii) the dissolution by any means of Contractor; and,



(iv) a change in business or corporate structure. Any such transfer, assignment, mortgaging, pledging, or encumbering of Contractor without the written consent of the Executive Director is a violation of this Contract and shall be voidable at LAWA's option and shall confer no right, title, or interest in or to this Contract upon the assignee, mortgagee, pledgee, encumbrancer, or other lien holder, successor, or purchaser.

**Section 8.0 Independent Contractor.**

8.1. It is the express intention of the parties that Contractor is an independent contractor and not an employee, agent, joint venturer or partner of City. Nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee between Contractor and City, or between Contractor and any official, agent, or employee of City. Both parties acknowledge that Contractor is not an employee of City.

8.2. Contractor shall retain the right to perform services for others during the term of this Contract, unless specified to the contrary herein or prohibited by conflict of interest or ethics laws, regulations, or professional rules of conduct.

**Section 9.0 Compliance With Applicable Laws.**

9.1. Contractor shall, at all times during the performance of its obligations under this Contract, comply with all applicable present and/or future local, Department of Airports, State and Federal laws, statutes, ordinances, rules, regulations, restrictions and/or orders, including the hazardous waste and hazardous materials regulations, and the Americans With Disabilities Act of 1990. Contractor shall be solely responsible for any and all damages caused, and/or penalties levied, as the result of Contractor's noncompliance with such enactments. Further, Contractor agrees to cooperate fully with City in its efforts to comply with the Americans With Disability Act of 1990 and any amendments thereto, or successor statutes.

9.2. Should Contractor fail to comply with this Section, then City shall have the right, but not the obligation, to perform, or have performed, whatever work is necessary to achieve equal access compliance. Contractor will then be required to reimburse City for the actual cost of achieving compliance, plus a fifteen percent (15%) administrative charge.

**Section 10.0 Contract Contains Entire Agreement.** This Contract, the Exhibits attached hereto, and other materials referenced herein, contains the entire agreement between the parties hereto and supersedes any and all prior written or oral agreements between them concerning the subject matter contained herein. There are no representations, agreements, or understandings, oral or written, between and among the parties relating to the subject matter contained in this Contract which are not fully set forth herein. This is an integrated agreement.

**Section 11.0 Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of any other term, covenant, or condition, or of any subsequent breach of the same term, covenant, or condition.

**Section 12.0 Miscellaneous.**

12.1. This Contract, and every question arising hereunder, shall be construed, and determined, according to the laws of the State of California. Venue shall be at the Torrance Branch of the Los Angeles County Superior Court.

12.2. It is the intention of the parties hereto that if any provision of this Contract is capable of two constructions, one of which would render the provision void, and the other of which would render the provision valid, then the provision shall have the meaning which renders it valid.

12.3. In the event any covenant, condition, or provision herein contained is held to be invalid by final judgment of any court of competent jurisdiction, the invalidity of such covenant, condition, or provision shall not in any way affect any other covenant, condition, or provision herein contained.

12.4. In the event either party is prevented from, or delayed in, its performance under this Contract, by war, emergency, natural disaster, injunction and/or other court order, neither party shall be liable to the other for any damages and/or expenses associated with such event(s), but either party shall have the right to terminate this Contract upon reasonable written notice.

12.5. The Section headings appearing herein shall not be deemed to govern, limit, modify or in any manner affect the scope, meaning or intent of the provisions of this Contract.

**Section 13.0 Notices.**

13.1. Notice to City. Written notices to City hereunder, (with a copy to the City Attorney of the City of Los Angeles, Airport Division) shall be given by registered or certified mail, postage prepaid, and addressed to:

**Department of Airports  
1 World Way  
Post Office Box 92216  
Los Angeles, CA 90009-2216**

or to such other address as City may designate by written notice to Contractor.

13.2. Notice to Contractor. Written notices to Contractor hereunder shall be given by registered or certified mail, postage prepaid, and addressed to:

**Rosa Potcovasu  
Empire Cleaning Supply  
12821 South Figueroa Street  
Los Angeles, CA 90061**

or to such other address as Contractor may designate by written notice to City.

13.3. The execution of any notice(s) by Executive Director of City's Department of Airports shall be effective as to Contractor as if said notice(s) were executed by the Board, or by Resolution or Order of said Board, and Contractor shall not question the authority of the Executive Director to execute any such notice(s).

13.4. All such notices, except as otherwise provided herein, may either be delivered personally to Executive Director, with a copy to the Office of the City Attorney, Airport Division, in the one case, or to Contractor in the other case, or may be deposited in the United States mail, properly addressed as aforesaid, with postage fully prepaid, by certified or registered mail, return receipt requested, and shall be effective five (5) days after deposit in the mail.

**Section 14.0 Default and Right of Termination.**

14.1 In the event Contractor fails to abide by the terms, covenants and conditions of this Contract, City shall give Contractor written notice to correct the defect or default and, if the same is not corrected, or substantial steps are not taken toward accomplishing such correction, within ten (10) days after City's mailing such notification, City may terminate this Contract forthwith upon giving Contractor a ten (10) day written notice.

14.2 Notwithstanding anything herein to the contrary, the City has the right to terminate this Contract, with or without cause, upon thirty (30) days advance written notice to the Contractor.

**Section 15.0 Ownership of Work Product.**

15.1 Contractor agrees that any and all intellectual properties, including, but not limited to, all ideas, concepts, themes, computer programs or parts thereof, documentation or other literature, or illustrations, or any components thereof, conceived, developed, written or contributed by Contractor specifically for this project, either individually or in collaboration with others, and paid for by City, shall belong to and be the sole property of the City.

15.2 This provision does not apply to any pre-existing intellectual property created by Contractor or its subcontractors prior to their performance of tasks under this Agreement; nor will this provision apply to any enhancement of or alteration to the pre-existing intellectual property created by Contractor or its subcontractors during their performance of tasks under this Agreement.

**Section 16.0 Disabled Access.**

16.1 As directly related to Contractor's responsibilities with regard to this Contract, Contractor shall be solely responsible for fully complying with any and all applicable present and future rules, regulations, restrictions, ordinances, statutes, laws, and/or orders of any federal, state, and/or local governmental entity and/or court regarding disabled access including any services, programs, improvements or activities provided by Contractor. Contractor shall be solely responsible for any and all damages caused by, and/or penalties levied as the result of, Contractor's noncompliance. Further, Contractor agrees to cooperate fully with City in its efforts

to comply with the Americans With Disability Act of 1990 and any amendments thereto, or successor statutes.

16.2 Should Contractor fail to comply with Section 6.1, if applicable, then City shall have the right, but not the obligation, to perform, or have performed, whatever work is necessary to achieve equal access compliance. Contractor will then be required to reimburse City for the actual cost of achieving compliance, plus a fifteen percent (15%) administrative charge.

**Section 17.0 Nondiscrimination and Equal Employment Practices/Affirmative Action Program.**

17.1. During the term of this Contract, Contractor agrees and obligates itself in the performance of this Contract not to discriminate against any employee or applicant for employment because of the employee's or applicant's race, religion, national origin, ancestry, sex, sexual orientation, age, physical handicap, marital status, domestic partner status, or medical condition. Contractor shall take affirmative action to ensure that applicants for employment are treated, during the term of this Contract, without regard to the aforementioned factors and Contractor shall comply with the affirmative action requirements of Los Angeles Administrative Code Sections 10.8, et seq., or any successor ordinances or laws pertaining to discrimination.

17.2. During the performance of this Contract, Contractor agrees to comply with Section 10.8.3 of the Los Angeles Administrative Code ("Equal Employment Practices"), including any future amendments thereto, which is incorporated herein by this reference. By way of specification, but not limitation, pursuant to Sections 10.8.3.E and 10.8.3.F of said Administrative Code, the failure of Contractor to comply with the Equal Employment Practices provisions of this Contract may be deemed to be a material breach of this Contract. No such finding shall be made, nor penalties assessed, except upon a full and fair hearing after notice and an opportunity to be heard has been provided to Contractor. Upon a finding duly made that Contractor has failed to comply with said Equal Employment Practices provisions of this Contract, this Contract may be forthwith terminated, cancelled or suspended.

17.3. During the performance of this Contract, Contractor agrees to comply with Section 10.8.4 of the Los Angeles Administrative Code ("Affirmative Action Program"), including any future amendments thereto, which is incorporated herein by this reference. By way of specification, but not limitation, pursuant to Sections 10.8.4.E and 10.8.4.F of said Administrative Code, the failure of Contractor to comply with the Affirmative Action Program provisions of this Contract may be deemed to be a material breach of this Contract. No such finding shall be made, nor penalties assessed, except upon a full and fair hearing after notice and an opportunity to be heard has been provided to Contractor. Upon a finding duly made that Contractor has failed to comply with the Affirmative Action Program provisions of this Contract, this Contract may be forthwith terminated, cancelled or suspended.

17.4. All subcontracts awarded under this Contract shall contain similar provisions and Contractor shall require each of its subcontractors to complete a like certification and to submit to it an Affirmative Action Plan acceptable to City.

17.5. Contractor also agrees to comply with the provisions of Article 3 of Chapter 1, Part 7, Division 2 of the Labor Code of the State of California, and with all other applicable statutes, ordinances, and regulations relative to employment, wages, and hours of labor.

**Section 18.0 Business Tax Registration.**

18.1. Contractor represents that it has registered its business with the City Clerk of City and has obtained, and presently holds, from that Office a Business Tax Registration Certificate, or a Business Tax Exemption Number, required by City's own Business Tax Ordinance (Article 1, Chapter 2, Sections 21.00 and following, of City's Municipal Code).

18.2. Contractor shall maintain, or obtain as necessary, all such Certificates required of it under said Ordinance and shall not allow any such Certificate to be revoked or suspended during the term hereof.

**Section 19.0 Child Support Orders.**

19.1. This Contract is subject to Section 10.10, Article I, Chapter 1, Division 10 of the Los Angeles Administrative Code, related to Child Support Assignment Orders, which is incorporated herein by this reference. Pursuant to this section, Contractor (and any subcontractor of Contractor providing services to City under this Contract) shall (1) fully comply with all State and Federal employment reporting requirements for Contractor's, or Contractor's subcontractor's, employees applicable to Child Support Assignments Orders; (2) certify that the principal owner(s) of Contractor and applicable subcontractors are in compliance with any Wage and Earnings Assignment Orders and Notices of Assignment applicable to them personally; (3) fully comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment in accordance with California Family Code Section 5230, et seq.; and (4) maintain such compliance throughout the term of this Contract.

19.2. Pursuant to Section 10.10(b) of the Los Angeles Administrative Code, failure of Contractor, or an applicable subcontractor, to comply with all applicable reporting requirements, or to implement lawfully served Wage and Earnings Assignment Orders and Notices of Assignment, or the failure of any principal owner(s) of Contractor or applicable subcontractors to comply with any Wage and Earnings Assignment Orders and Notices of Assignment applicable to them personally, shall constitute a default of this Contract, thereby subjecting this Contract to termination, where such failure(s) shall continue for more than ninety (90) days after notice of such failure(s) to Contractor by City (in lieu of any time for cure provided elsewhere in this Contract).

**Section 20.0 Insurance.**

20.1 Contractor shall procure at its expense, and keep in effect at all times during the term of this Contract the standard minimum insurance requirements as set forth in the Request for Bid.

20.2 The specified insurance (except for Workers' Compensation and Professional Liability) shall also, either by provisions in the policies, by City's own endorsement form or by other endorsement attached to such policies, include and insure City, its Department of Airport, the Board, and all of its officers, employees and agents, their successors and assigns, as insureds, against the areas of risk described in this Section as respects Contractor's acts or omissions arising out of the performance of this Contract, Contractor's acts or omissions in its operations, use and occupancy of the premises hereunder or other related functions performed by or on behalf of Contractor at the Airport.

20.3 Waiver of Subrogation. For commercial general liability insurance, workers' compensation insurance, and employer's liability insurance, the insurer shall agree to waive all rights of subrogation against City for Losses arising from activities and operations of Contractor insured in the performance of Services under this Contract.

20.4 Sub-contractors. Contractor shall include all of its Sub-contractors as insureds under its policies or shall furnish separate certificates and endorsements for each Sub-contractor. All coverages for Sub-contractors shall be subject to all of the requirements stated herein unless otherwise agreed to in writing by Executive Director and approved as to form by the City Attorney.

20.5 Each specified insurance policy (other than Workers' Compensation and Employers' Liability) shall contain a Severability of Interest (Cross Liability) clause which states, "It is agreed that the insurance afforded by this policy shall apply separately to each insured against whom claim is made, or suit is brought, except with respect to the limits of the company's liability." Additionally, Contractor's Commercial General Liability policy ("Policy") shall provide Contractual Liability Coverage, and such insurance as is afforded by the Policy shall also apply to the tort liability of the City of Los Angeles assumed by the Contractor under this Contract.

20.6 All such insurance shall be primary and noncontributing with any other insurance held by City's Department of Airports where liability arises out of, or results from, the acts or omissions of Contractor, its agents, employees, officers, invitees, assigns, or any person or entity acting for, or on behalf of, Contractor.

20.7 Such policies may provide for reasonable deductibles and/or retentions acceptable to the Executive Director, based upon the nature of Contractor's operations and the type of insurance involved.

20.8 City shall have no liability for any premiums charged for such coverage(s). The inclusion of City, its Department of Airports, its Board, and all of its officers, employees and agents, and their agents and assigns, as additional insureds, is not intended to, and shall not, make them, or any of them, a partner or joint venturer of Contractor in its operations at the Airport.

20.9 In the event Contractor fails to furnish City evidence of insurance, or to maintain the insurance as required under this Section, City, upon ten (10) days' prior written notice to

Contractor of its intention to do so, shall have the right to secure the required insurance at the cost and expense of Contractor, and Contractor agrees to promptly reimburse City for the cost thereof, plus fifteen percent (15%) for administrative overhead.

20.10 At least ten (10) days prior to the expiration date of any of the above policies, documentation showing that the insurance coverage has been renewed or extended shall be filed with the City. If any such coverage is cancelled or reduced, Contractor shall, within fifteen (15) days of such cancellation or reduction of coverage, file with City evidence that the required insurance has been reinstated, or is being provided through another insurance company or companies.

20.11 Contractor shall provide proof of all specified insurance and related requirements to City either by production of the actual insurance policy(ies), by use of City's own endorsement form(s), by broker's letter acceptable to Executive Director in both form and content in the case of foreign insurance syndicates, or by other written evidence of insurance acceptable to Executive Director. The documents evidencing all specified coverages shall be filed with City prior to the Contractor performing the Services hereunder. Such documents shall contain the applicable policy number(s), the inclusive dates of policy coverage(s), the insurance carrier's name(s), and they shall bear an original or electronic signature of an authorized representative of said carrier(s), and they shall provide that such insurance shall not be subject to cancellation, reduction in coverage or non-renewal, except after the carrier(s) and the Contractor provide actual, written notice (by Certified Mail) to the City Attorney of the City of Los Angeles at least thirty (30) days prior to the effective date thereof.

20.12 City and Contractor agree that the insurance policy limits specified in this Section shall be reviewed for adequacy annually throughout the term of this Contract by the Executive Director, who may thereafter require Contractor to adjust the amount(s) of insurance coverage(s) to whatever amount(s) Executive Director deems to be adequate. City reserves the right to have submitted to it, upon request, all pertinent information about the agent(s) and carrier(s) providing such insurance.

### **Section 21.0 Contractor Responsibility Program.**

21.1. Pursuant to Resolution No. 21601 adopted by the Board of Airport Commissioners, effective May 20, 2002, it is the policy of Los Angeles World Airports (LAWA) to ensure that all LAWA contractors have the necessary quality, fitness and capacity to perform the work set forth in the contract. LAWA shall award contracts only to entities and individuals it has determined to be Responsible Contractors. The provisions of this Program apply to leases and contracts for construction, for services, and for purchases of goods and products that require Board approval.

21.2. Bidders/Proposers are required to complete and submit with the bid/proposal the attached "Contractor Responsibility Program Questionnaire" that provides information LAWA needs in order to determine if the bidder/proposer is responsible and has the capability to perform the contract. The information contained in the CRP Questionnaire is subject to public review for a period of not less than 14 days. Bidders/Proposers are also required to complete,

sign and submit with the bid/proposal the attached "Contractor Responsibility Program Pledge of Compliance." Bidders/Proposers are also required to respond within the specified time to LAWA's request for information and documentation needed to support a Contractor Responsibility determination. Subcontractors will be required to submit the Pledge to the prime contractor prior to commencing work. The CRP Rules and Regulations are available at <http://www.lawa.org>.

**Section 22.0 Equal Benefits Ordinance (EBO).**

22.1. Unless otherwise exempt in accordance with the provisions of the Equal Benefits ("EBO") Ordinance, this Contract is subject to the applicable provisions of EBO Section 10.8.2.1 of the Los Angeles Administrative Code, as amended from time to time.

22.2. During the term of this Contract, Contractor certifies and represents that the Contractor will comply with the EBO. Furthermore, Contractor agrees to post the following statement in conspicuous places at its place of business available to employees and applicants for employment:

'During the term of a Contract with the City of Los Angeles, the Contractor will provide equal benefits to employees with spouses and its employees with domestic partners. Additional information about the City of Los Angeles' Equal Benefits Ordinance may be obtained from the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance at (213) 847-6480.'

**Section 23.0 Assignment of Anti-Trust Claims.**

Pursuant to California Government Code Sections 4550 et seq. regarding Anti-Trust Claims, it is the policy of the City of Los Angeles to inform each Proposer that in submitting a proposal to LAWA the Proposer offers and agrees to assign LAWA all rights, title and interest in and to all causes of action it may have under the Clayton Act or Cartwright Act, arising from purchases of goods, services or materials. This assignment is made and becomes effective at the time LAWA tenders final payment to the Proposer.

**Section 24.0 Compliance With Los Angeles City Charter Section 470(C)(12)**

The Contractor, Subcontractors, and their Principals are obligated to fully comply with City of Los Angeles Charter Section 470(c)(12) and related ordinances, regarding limitations on campaign contributions and fundraising for certain elected City officials or candidates for elected City office if the contract is valued at \$100,000 or more and requires approval of a City elected official. Additionally, Contractor is required to provide and update certain information to the City as specified by law. Any Contractor subject to Charter Section 470(c)(12), shall include the following notice in any contract with a subcontractor expected to receive at least \$100,000 for performance under this contract:

Notice Regarding Los Angeles Campaign Contribution and Fundraising Restrictions



As provided in Charter Section 470(c)(12) and related ordinances, you are subcontractor on City of Los Angeles contract # \_\_\_\_\_. Pursuant to City Charter Section 470(c)(12), subcontractor and its principals are prohibited from making campaign contributions and fundraising for certain elected City officials or candidates for elected City office for 12 months after the City contract is signed. Subcontractor is required to provide to contractor names and addresses of the subcontractor's principals and contact information and shall update that information if it changes during the 12 month time period. Subcontractor's information included must be provided to contractor within 5 business days. Failure to comply may result in termination of contract or any other available legal remedies includes fines. Information about the restrictions may be found at the City Ethics Commission's website at <http://ethics.lacity.org/> or by calling 213/978-1960.

Contractor, Subcontractors, and their Principals shall comply with these requirements and limitations. Violation of this provision shall entitle the City to terminate this Agreement and pursue any and all legal remedies that may be available.

**Section 25.0 Alternative Fuel Vehicle Requirement Program (LAX Only)**

25.1 Contractor shall comply with the provisions of the alternative fuel vehicle requirement program (the "Alternative Fuel Vehicle Requirement Program"), if applicable, throughout the term of this Contract. The rules, regulations and requirements of the Alternative Fuel Vehicle Requirement Program incorporated herein by this reference and made a material term of this Contract.

**Section 26.0. Environmentally Favorable Operations.**

26.1 If applicable, Contractor acknowledges for itself and any subcontractors that its operation of its activities under this Contract will be subject to all Department policies, guidelines and requirements regarding environmentally favorable construction, use and/or operations practices (hereinafter collectively referred to as "LAWA Policies") as such LAWA Policies may be promulgated, revised and amended from time-to-time."

**Section 27.0 Municipal Lobbying Ordinance.** Contractor shall comply with the provisions of the City of Los Angeles Municipal Lobbying Ordinance throughout the term of this Contract.

[Remainder of This Page Intentionally Left Blank]

IN WITNESS WHEREOF, City has caused this Contract to be executed on its behalf by the Executive Director and Contractor has caused the same to be executed by its duly authorized officers, all as of the day and year first hereinabove written.

APPROVED AS TO FORM:

Michael N. Feuer,  
City Attorney

CITY OF LOS ANGELES

Date: 8/26/13

By \_\_\_\_\_

By: [Signature]  
Deputy City Attorney

Executive Director  
Department of Airports

By \_\_\_\_\_

Deputy Executive Director  
Comptroller

ATTEST:

EMPIRE CHEMICAL CO., INC. DBA  
EMPIRE CLEANING SUPPLY

By [Signature]  
Signature (Secretary) CFO

By [Signature]  
Signature

ROBERT CRONIN  
Print Name  
CHIEF FINANCIAL OFFICER

ROBERT CRONIN  
Print Name

PRESIDENT  
Print Title

[SEAL]

**RETURN BID IN A SEALED ENVELOPE to**  
Department of Airports  
Procurement Services Division  
Attention: BID NO. 113-033  
7301 World Way West, 4<sup>th</sup> floor  
Los Angeles, CA 90045

CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS (LAWA)

**REQUEST FOR BID (RFB) No. 113-033**  
(Show this number on envelope)  
This is not an order!

If you are delivering the bid in person you must allow adequate time to check in at the front desk (valid government issued picture ID is required) and take an elevator to the 4th floor of our building at 7301 World Way West. Bids delivered after the bid closing time will not be opened.

E-mail address: Rperez@lawa.org  
Telephone No. 424-646-7392  
Fax No. 424-646-9274

Quotation must be delivered prior to:  
2:00 PM Thursday, APRIL 11<sup>TH</sup> 2013

### CUSTODIAL SUPPLIES

#### THE FOLLOWING BID MUST BE SIGNED!

If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given; if it is made by a partnership, it must be signed in the partnership name by a member of the firm, and the name and address of each member must be given; and if it is made by a corporation, it must be signed by two authorized corporate officers.

In the case of an S-Corporation where a single officer may occupy multiple officer positions, it is incumbent upon the executive officer to sign and identify those position titles below.

***Bidder understands and agrees that the bidder name submitted below must be the same as the name appearing on the Business Tax Registration Certificate (BTRC) or Vendor Registration Number (VRN) issued by the City of Los Angeles and on the insurance documents submitted to the Los Angeles World Airports (LAWA) if applicable.***

***Bidder further understands and agrees that by signing the bid below they agree to comply with all applicable Administrative Requirements, including but not limited to Declaration of Non-Collusion, Assignment of Anti-Trust Claims, General Conditions and Invoice Instructions, as detailed in the attached Administrative Requirements.***

The undersigned hereby agrees to furnish and deliver the following goods or services in accordance with the conditions, prices, terms and conditions quoted below:

(Print) Bidder's name: \_\_\_\_\_  
(Bidder's name must be the same as the name on the invoice!)

Sole proprietor \_\_\_ Partnership \_\_\_ Corporation \_\_\_

by Name(s) and Title(s):

\_\_\_\_\_  
(Sign with ink or indelible pen)

\_\_\_\_\_  
(Sign with ink or indelible pen)

Contact Person: (if different from the above) \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip Code: \_\_\_\_\_

Telephone No.: ( ) - - Fax No.: ( ) - - E-mail Address: \_\_\_\_\_  
Payment Terms: % days (minimum 25 days for net bid award consideration)

Bids are requested by the City of Los Angeles, Los Angeles World Airports (LAWA), for furnishing the requirements of the City, as may be required, during a period of three (3) year from the date of award of the contract, for:

**SUPPLY AND DELIVERY OF CUSTODIAL SUPPLIES FOR LAX, ONTARIO AND VAN NUYS AIRPORTS**

in compliance with the bid provisions, the attached specifications and bidder's work sheet.

**BIDDER'S RESPONSIBILITY:**

The bidder must carefully examine the terms of the RFB, attachments, required forms, and any addenda, and evaluate all of the circumstances and conditions affecting its bid response at its own expense. LAWA is not liable for any cost associated with the development, preparation, transmittal, or presentation of any bid or material submitted.

**FIXED PRICE(S):**

The bid is requested in the form of a fixed unit price for the items listed below or on the attached bid prices verification work sheet. Bidder must state the unit bid price(s) in the bid prices verification work sheet. Unless specifications or bid provisions state otherwise, the fixed unit price is to remain unchanged for one (1) year from the date of award of the contract.

**BID PRICES VERIFICATION WORKSHEET:**

(SEE ATTACHED)

In addition to the price verification worksheet a discount/markup from nationally advertised catalog prices must be stated below:

**DISCOUNT / MARKUP OF NATIONALLY ADVERTISED CATALOG PRICES:**

State percentage discount or markup offered on nationally advertised catalog prices for miscellaneous custodial supplies and materials. Specify a whole percentage number not a fractional percentage. Percent will not be calculated in total bid price. \_\_\_\_\_%  
Circle (discount) or (markup).

**AWARD OF CONTRACT:**

Award of the contract will be made after investigation of the responsibility of the low bidder. The bid will be awarded to the lowest responsive and responsible bidder meeting the requirements of the specification.

**BID:**

The bid must be made on the bid form provided. The bid must state the amounts for which the bidder proposes to supply all material and perform all work required by the plans and specifications. All blank spaces in the bid must be properly filled in, and the phraseology must not be changed. Any space left blank, any unauthorized addition, condition, limitation, or provision attached to the bid may render it non-responsive and may cause its rejection. Alterations by erasure or interlineation must be explained or noted on the bid over the signature of the bidder. No modification of a bid will be considered. No bid received after the time fixed for receiving them will be considered.

**Bidders must acknowledge receipt of all addenda in the space provided below:**

Signature: \_\_\_\_\_  
Addendum 1 (if issued)

Signature: \_\_\_\_\_  
Addendum 4 (if issued)

Signature: \_\_\_\_\_  
Addendum 2 (if issued)

Signature: \_\_\_\_\_  
Addendum 5 (if issued)

Signature: \_\_\_\_\_  
Addendum 3 (if issued)

Signature: \_\_\_\_\_  
Addendum 6 (if issued)

After the bids have been opened and declared, no bid shall be withdrawn except with the consent of the Executive Director. All bids shall be subject to acceptance by the City for three (3) months.

**BIDDERS CONFERENCE:**

Prospective bidders are invited to a bidders conference at 10:00 a.m. on TUESDAY MARCH 19<sup>TH</sup> 2013, at 7301 World Way West, 4<sup>th</sup> Floor, Los Angeles, CA 90045 (see attached map). Bidder should bring two (2) business cards and leave them when signing the bid sign in sheet.

Any site inspection will be conducted after the bidder's conference. Additional information regarding the bidder's conference may be obtained from the Procurement analyst, Ricardo Perez, at telephone number 424-646-7392, or by e-mail at [Rperez@lawa.org](mailto:Rperez@lawa.org). Department personnel will be available to answer questions related to this project.

Sign Language Interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact: Larry Rolon, LAWA ADA Coordinator at (424) 646-5005.

**DIRECTIONS TO THE PROCUREMENT SERVICES DIVISION**

Los Angeles World Airports-7301 World Way West, 4<sup>th</sup> floor, Los Angeles, 90045  
405 (South) or (North) to 105 (West)  
105 (West) to the end. (Imperial Highway)  
Imperial Highway (West) approx. 3 signal lights to Pershing Drive.  
At Pershing Drive, make a Right turn  
Approx. 1000 feet (North) where there will be a sign "World Way West"  
Follow the road on to World Way West. (East)  
Proceed (East) to third signal light at Administration Road, and turn LEFT.

The 9 story high rise building is 7301 – The Procurement Services Division is on the 4<sup>th</sup> floor. You may park in the front or to the East or Rear at 7301. There is additional parking across World Way West at Maintenance Road.  
DO NOT park in the Assigned Spaces in front or side of the building.

**CONTRACTOR'S PROBLEM LOG:**

If services and/or delivery fall below an acceptable level, as determined by the Project Manager, (Supt. Victor Rocha or his designated representative), the Project Manager shall notify the contractor in writing of the problems. This notification shall be in the form of a "Notice to Correct Unacceptable Service/Delivery". The contractor shall respond in writing to the Project Manager, indicating what steps are being taken to correct the unacceptable service/delivery. If the unacceptable service/delivery is not corrected after the contractor receives the "Notice to Correct Unacceptable Service/Delivery," payment may be withheld by the City until corrections are made.

If unacceptable service/delivery continues after the contractor receives the "Notice to Correct Unacceptable Service/Delivery" or if the contractor receives three or more such notices, the City may cancel the contract that results from the bid upon giving the contractor a thirty (30) day written notice.

**DELIVERY COSTS:**

Prices quoted shall include all delivery and unloading charges to the City of Los Angeles, Department of Airports, various locations throughout Los Angeles International Airport, CA 90045, Van Nuys Municipal Airport – CA 91406, Ontario/LA Airport, - CA 91761.

Bidder/contractor owns goods in transit and files any claim with shipper/manufacturer for any loss or damage.

**ESTIMATED EXPENDITURE:**

Total expenditures under this contract are estimated to be \$14,550,000 over 3 years. No guarantee can be given that this total will be reached or that it will not be exceeded. Contractor agrees to furnish more or less at the fixed prices quoted in accordance with actual requirements throughout the contract period.

**GENERAL CONDITIONS:**

The request for bid is subject to the attached "General Conditions"

**HAZARDOUS SUBSTANCES:**

This specification includes products which may contain hazardous substances shown on the list prepared by the Director of Industrial Relations of the State of California pursuant to California Labor Code Sections 6380-6396. A Material Safety Data Sheet (MSDS) prepared in compliance with Title 8, California Administration Code, Section 5194, shall accompany this bid.

If any of the ingredients of the product is a carcinogen as shown on the most current list prepared by the International Agency for Research on Cancer (IARC) bidder shall separately identify such ingredients as a carcinogen. Bidder is advised that the product will not be accepted unless (1) the product may be used safely and (2) no acceptable non-carcinogenic substitute is available.

A copy of the MSDS shall accompany each shipment of the product to a City facility. The product shall be delivered in containers labeled with a common chemical name of the product and the common or technical name of each of the chemical ingredients of the product, together

with a statement of precautions to be taken in the use of the product.

**INVOICE INSTRUCTIONS:**

The request for bid is subject to the attached "Invoice Instructions"

**LIQUIDATED DAMAGES:**

Failure of the Contractor to deliver products within the specified times will result in damages being sustained by Los Angeles World Airports (LAWA). Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive business day beyond the times specified below, the Contractor shall pay to LAWA, or have withheld from monies due it, the sum of \$250 per day, unless otherwise provided in the Specifications.

Paper products, 5 business days.

Chemicals, 7 business days.

Liners, 10 business days.

Miscellaneous, 7 business days.

Execution of the Contract shall constitute agreement by LAWA and Contractor that \$250 per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to deliver the products within the allotted time. Such sum shall not be construed as a penalty, and may be deducted from payments due the Contractor if such delay occurs.

**PAYMENT TERMS:**

Payment terms are Net 30 days, unless bidder grants the City a discount in the blank spaces after "Payment terms" on the bid signature section of the front page. These terms are considered for net bid award, for payment required by bidder within 25 days, minimum!

**REFERENCES:**

Bidders are required to PRINT below a list of companies/agencies for which they have performed similar work/services and/or supplied goods/equipment under similar conditions as required in this bid, including name of contact person, telephone number/email address, address, date/description of project:

Name contact person email	Telephone	Company/agency	Address	Project

**RIGHT TO REJECT BIDS:**

The City reserves the right to reject any and all bids; to waive any informality in such bids; to advertise for new bids; or to otherwise proceed to fulfill the City's needs.

After the bids have been opened and declared, no bid shall be withdrawn except with the

consent of the City, but the same shall be subject to acceptance by the City for a period of three (3) months.

The City reserves the right to reject a bid/proposal from any company, business, corporation, or individual who is indebted to the City.

**SALES TAX:**

Do not include sales tax in your Bid. Sales Tax will be added at time of order.

**LOCAL BUSINESS PREFERENCE PROGRAM (LBPP): CERTIFIED LBE by the City of LA?**

Yes

No

Companies certified as a Local Business Enterprise (LBE) with the City of Los Angeles are eligible to receive an 8% preference (for Local Prime contractors), or up to a 5% preference (for Local Subcontractors) on LAWA contracts in excess of \$150,000. Please see the attached LBPP document for the program rules.

In order to be given the bid preference as a certified LBE, your **Local Business Certification – Affidavit of Eligibility** must be uploaded to LABAVN and approved by the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance and listed on LABAVN as such *prior* to the bid due date in order to participate in the LBPP.

Certification as an LBE is valid for two years from the date of approval. Applicant firms must be re-certified on a bi-annual basis with the Office of Contract Compliance. For questions concerning the Local Business Preference Program, contact the Office of Contract Compliance at (213) 847-2684.

**TABULATION OF BID RESULTS:**

Bid results shall be tabulated, usually within one week of the due date of the bid, and are available for public inspection at the front counter of the Procurement Services Division, at 7301 World Way West, 4<sup>th</sup> floor, Los Angeles, CA 90045. Bid results will not be communicated over the telephone or by fax.

Bidders, wishing to obtain bid results, may either:

- attend the public bids opening or
- submit with the bid response a written request referencing the bid number and a self-addressed stamped envelope or
- check the web site [www.labavn.org](http://www.labavn.org). If this is the first time, click on Free Registration and register, upon receiving emailed confirmation of registration, log-in name and password.

To access the bid response(s) tabulation, follow these steps:

Be sure to log on with your LOG ON NAME and PASSWORD.

- The next screen is the BAVN logo and "Search for all Opportunities" below it, click on it.
- The next screen is "Search for Opportunities".



- In the "Status" field, select "Closed"
- In the "Department" field, select "Los Angeles World Airports".
- In the "Category" field, select "All"
- In the "Contract Type" field, select "Request for Bids"
- In the "Interest (NAICS Code)" field, select "All"
- In the "Contract Tracking Number" field, enter the bid number, in the format 111-XXX for formal bids or L1000000 for fax-email bids.
- Click below the tab "Search Opportunities".
- On the next screen "Currently Open", under the "Opportunity" column, identify the bid in question and click on its description.
- On the next screen, bottom area, under "Scope of Work Documents", click on "Bid Recap.pdf".

The next and final screen is the tabulation of response.

**TERMINATION OF CONTRACT FOR CAUSE:**

A) Unsatisfactory contract performance by Contractor or its agent(s) shall be grounds for 30-days written notice to the Contractor of cancellation of the contract by Los Angeles World Airports (LAWA). LAWA shall be the sole judge of the Contractor's contract performance.

B) Unscrupulous or illegal conduct by the Contractor or its agents(s) affecting LAWA shall be grounds for immediate and unconditional cancellation of the contract, with or without further notice.

C) Upon notice (written or otherwise) to the Contractor of LAWA action to cancel the contract, the Contractor shall be responsible to immediately and forthwith surrender to the LAWA, all LAWA property, including items of authority (badges, permits, etc., issued by the LAWA) that are in the possession, custody, and care of the Contractor and/or its agent(s).

**PRICE ADJUSTMENT:**

**PRODUCER PRICE INDEX(ES) (PPI) APPLICABLE TO THE CONTRACT:**

The following index(es) shall be used for annual adjustment of bid prices:

<u>PPI description (Industry and product)</u>	<u>Industry code/Product code</u>
Paper, sanitary tissue, paper products made in paper mills	322121-N
Soap and detergents, commercial, industrial and institutional	0671-0401
Polyethylene refuse bags	0915-021622

The codes are listed in the bid price verification worksheet in the column under the header "PPI Index Number Reference" next to the items to which these indexes apply will be adjusted according to the Price Adjustment Linked to Producer Price Index (PPI). The items without link to a PPI index will be adjusted according to the Price Agreement Conditions. Both are listed below.

#### **PRICE ADJUSTMENT LINKED TO PRODUCER PRICE INDEX (PPI)**

Contract price adjustments will be linked to the Bureau of Labor Statistics (BLS) Producer Price Index (PPI) for the industry and product(s), and industry code/product code(s) listed separately in the bid or the specification. Adjustments shall take place in accordance with the language listed below.

Reference and back up documentation for any price adjustment request will be based on the PPI as available in the PPI Detail Report on the web site "www.bls.gov.ppi-dr.htm". The contract "base selling price" for each item will be the price quoted by the bidder/contractor on the bid response. The base selling price date will be either the month and year of the bid due date or the month and year of the last price adjustment. The monthly PPI Detailed Report is typically released on the Internet within fifteen days after the end of the month in question (for instance, August 15 for the month of July). BLS also routinely revises PPI data four months after initial publication. Only the original version of the data, not the revised version, will be considered in the price adjustment process.

Contract price adjustments, if any, shall take place annually starting one year from the effective date of the contract. Price adjustment requests may be initiated either by the contractor or LAWA in the form of a written request addressed to the other party. Contractor price adjustment requests shall be submitted to the Procurement Services Division in accordance with the following:

1. A letter by Certified Mail, requesting price adjustments indicating the contractor's name and contract number.

2. The contract price adjustment request must list the contract item(s) to be adjusted, with the original contract base price for each item and the requested adjusted price. A copy of the applicable PPI Detailed Reports justifying the price adjustment(s) must be attached. Copies of the Detailed Report must refer to:

- The specific industry and product descriptions(s) and industry/product code(s) referenced in the bid in the price adjustment process language:  
Example: (Plywood, 08-3)
- The month and year of the bid due date (or last adjusted price) and the month and year of the date the request for price adjustment

Procurement Services Division must review and approve any price adjustment request for compliance with the provisions of this bid clause. The adjusted prices will become effective only upon approval by LAWA's Procurement Manager or his/her designee. If approved, a letter will be mailed to the contractor identifying the prices and the effective date of any other price changes.

Should the selected index be permanently discontinued by the BLS or have occasional data gap, LAWA reserves the exclusive right to use the next higher-level series index (for instance from carbon steel scrap, code 429930-11 to ferrous metal scrap, code 429930-1). The next higher-level series index is typically identified with one or less digit(s) than the original index on the [www.bls.gov/ppi-dr.htm](http://www.bls.gov/ppi-dr.htm) web site. Since the price adjustment process is to capture actual price changes, the selected index(es) shall NOT be seasonally adjusted.

The calculation method of the adjusted price shall be by using the percentage resulting from dividing the current index value by the index representing the base period. The simple percentage method shall be used for the calculation, as shown in the following example:

Index at time of calculation	115.5
Divided by base selling price index	110.0
Equals a 5% increase	1.05

Assuming that the base selling price (bid price or previously adjusted price) was \$10.00 it will be increased by 5% to obtain the adjusted price of \$10.50.

An additional adjustment may be made on the product increase/decrease adjustment for transportation costs based on the appropriate PPI index (for example 12/06 – Transportation and Warehousing Industries). Following the above example, if the transportation index increased by 2%, the adjustment would be calculated on the \$0.50 increase, which would adjust the price to \$10.51 ( $\$0.50 \times 2\% = \$0.01$ ).

Index(es) may remain stable or move upward, but it is not uncommon to observe downward changes. LAWA reserves the right to reduce prices based on the PPI. LAWA reserves the exclusive option to cancel any or all items in the contract upon giving the Contractor 30 days advance written notice of the deletion.

#### **PRICE AGREEMENT CONDITIONS:**

Prices charged the City are based on a percentage discount from / mark up to the manufacturer's published price list. Percentage discount/mark up is to remain firm for the duration of the contract. However, manufacturer's price lists are subject to change in accordance with price adjustments made by the manufacturer.

If prices on the price list are raised, LAWA reserves the right to accept such raises or to cancel such items from the contract. LAWA is to be given the benefit of any decline in prices ("decline") immediately upon the manufacturer's effective date of such decline. Changes in price list shall be effective on the date of LAWA's Procurement Services Division written approval, or at a later date designated by the contract. Increases in price lists shall not be retroactive. LAWA will attempt in good faith to issue written approval within 30 days of receipt of the price increase request.

The Request for Bid's ("RFB") specifications, requirements, terms and conditions shall supersede and take precedence over any conflicting conditions in manufacturer's price lists.

#### **- FOR PRINTED OR ELECTRONIC (EXCLUDING INTERNET / ON-LINE) CATALOGS AND PRICE LISTS:**

At time of award of contract three (3) hard copies, 3 CDs, or an electronic version of the latest price list(s) shall be sent to LAWA's Procurement Services Division. The price lists shall show

the contractor's name and the RFB number. Price list(s) shall be submitted at no charge to LAWA.

Subsequent price list updates shall be submitted to the Procurement Services Division by the contractor in accordance with the following:

1. A Certified letter to PSD requesting price list updates shall indicate contractor's name, contract number and published price list(s) date and number.
2. All new price lists shall show manufacturer's name and contract number and shall be submitted with the request to LAWA's Procurement Services Division. Price list updates will become effective only upon approval by LAWA's Procurement Manager or his/her designee. If approved, a letter will be mailed to the contractor identifying the applicable price list and its effective date or any other price changes.

**- FOR INTERNET / ON-LINE CATALOGS AND PRICE LISTS:**

The bidder shall provide, in its bid response, access to a secured (https) website for LAWA Procurement Services Division to identify and confirm product prices online. The online price list must have a cross reference or search function to identify items and prices by Product/Part Number and/or Product Description.

The successful bidder/contractor shall provide website access to all LAWA users (i.e. requesting division, project manager, accounting and/or designee). The website must allow for printing any page on the user's computer screen so as to create a "hard copy" record of the items and prices. City staff is required to print the price page for each item ordered and attach it to their Purchase Order for City auditing purposes.

**- WHEN NO CATALOG OR PRICE LIST EXISTS:**

When manufacturer's price lists do not exist or are not otherwise available for Cost Plus Mark Up contracts, the following shall apply:

Prices charged LAWA are based on a Cost Plus Percentage Mark Up to the contractor's net cost or price, as indicated on invoices from the manufacturer, distributor, sub-supplier, or other supply chain source. Percentage mark-up is to remain firm for the duration of the contract. A copy of each manufacturer's, distributor's, sub-supplier's, or other supply chain source's invoice pertaining to the specific LAWA Contract Purchase Order shall be submitted with the contractor's invoice to the LAWA Accounts Payable. Failure to submit invoice copies may be considered a Breach of Contract, and will result in payment delays, or non-payment of the contractor's invoice.

**Note to bidder:**

**Any communication regarding this Request for Bid must be addressed by e-mail to Procurement Analyst Rperetz@lawa.org**

**ADMINISTRATIVE REQUIREMENTS:**

The attached Administrative Requirements, General Conditions and Invoice Instructions apply to this Bid. Failure by the bidder to retrieve, read, fill out, comply with, when applicable, and return the Administrative Requirements with the bid response, may render the bid non-responsive!

**SUPPLEMENT TO WORKSHEET:**

This RFB offers opportunities in various product categories as described in the bid worksheet. Bidders can bid one or more product categories. Bidders, however, must bid all items per product category for their bid to be considered "responsive". These product categories include:

- A) Custodial Paper Products
- B) Cleaner Degreaser Products
- C) Plastic / Latex Products
- D) Miscellaneous Cleaning Supplies

For "or equal," bid submission line items, bidders shall provide detailed qualifying literature in support of product manufacturer's environmental claims.

~~LAWA reserves the right to make a combined award of all product categories to one bidder or may award separate product categories to various bidders.~~ LAWA also retains the right to reject any bids that fail to conform to the worksheet or specification requirements and environmental certification standards.

**Sustainability Performance Improvement Management System Objectives (SPIMS):**

Los Angeles World Airports (LAWA), in conformance with this specification inclusive of the RFB Worksheet seeks to purchase products that meet or exceed the performance, regulatory and Unit of Measure (U/M) criteria as set forth herein.

LAWA requires environmentally friendly products that are certified by federally recognized third party organizations Green Seal and EcoLogo. These organizations evaluate cleaning products employing federally recognized testing, labeling (ISO 14024 standards) and certification methods. These third party EF certification organizations are specified in the bid worksheet accordingly. Any product substitutions offered on an "or equal" basis must conform with one of the national certifying standards in order to be considered.

**Disclosure of Origin requirement:**

For regulatory compliance reporting purposes only as requested by the project manager, the supplier will provide "disclosure of origin" information necessary for the identification of manufacture and material content data, including part number and labeling for specific products within the following product categories:

- A) Paper products
- B) Cleaners and degreasers, detergents, disinfectants, hand soaps, sanitizers, urinal blocks.

C) Plastic products, specifically waste can liners.

**Guarantee of Environmental Standard and Material Content:**

Upon request by LAWA custodial project manager, the supplier and manufacturer will provide a guarantee of origin of manufacture, part number, material content including post-consumer recycle content, industrial waste content and other content, and especially with regard to any claim of environmental "green" certification. This letter of guarantee will attest to the conformance to standard and certification(s) claimed by the supplier and manufacturer.

**Labeling requirement:**

All paper, plastic and cleaning products will have a label affixed that identifies the product manufacturer, unit of measure; weight, quantity, certifying environmental logo. This label will be affixed to each case, box, package, bale, bundle and bag. Identifying label information will be required on paper product wrappers (packages) within each case. Plastic liner case labels will specify part number, bag count and box weight. All plastic liners will be folded not rolled.

Material Safety Data Sheets will accompany delivery of all chemical cleaning products and or hazardous materials.

**Packaging requirement:**

All paper and plastic products will be boxed in cardboard. This cardboard must contain a reportable percentage of post-consumer content.

Cotton towels will be baled in 50 lb bales. These bales will be dry and be palletized and wrapped in plastic.

**Palletizing:**

All paper and plastic goods will be palletized on a standard pallet 48" x 40" . All pallets will be plastic wrapped.

- A) Multi-fold towels will be stacked 36 cases/pallet = 6 row x 6 high
- B) Jumbo tissue pallets will be stacked 30cases/pallet = 6 row x 5 high
- C) Jr. Jumbo tissue pallets will be stacked 40 cases / pallet = 10 row x 4 high

**Reporting requirement:**

LAWA Procurement Services and the custodial project manager will require monthly and calendar year end reporting of cleaning product usage, waste reduction, and landfill diversion to record measureable sustainability goals. The reporting requirement will consist of a spreadsheet which sorts products by material category. The following criteria will be required:

1. Manufacturer
2. Certification standard – Green Seal, EcoLogo or other.
3. Weight in pounds, tons, and other unit of measure.
4. Aggregate quantity
5. Pounds and tons per Post Consumer Recycle content.
6. Pounds and tons per Pre industrial waste content.

**Liquidated Damages:**

Failure of the Contractor to deliver products within the specified times will result in damages being sustained by Los Angeles World Airports (LAWA). Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive business day

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beyond the times specified below, the Contractor shall pay to LAWA, or have withheld from monies due it, the sum of \$250 per day, unless otherwise provided in the Specifications.

Paper products, 5 business days.

Chemicals, 7 business days.

Liners, 10 business days.

Miscellaneous, 7 business days.

Execution of the Contract shall constitute agreement by LAWA and Contractor that \$250 per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to deliver the products within the allotted time. Such sum shall not be construed as a penalty, and may be deducted from payments due the Contractor if such delay occurs.

Low VOC content:

LAWA will only accept products with low Volatile Organic Compounds (VOC) that exhibit low VOC emission characteristics. (Ref. Line item #53) This will include carpet cleaners, air fresheners, custodial cleaning chemicals, disinfectants and floor polishes. The contractor is encouraged to identify any potentially high VOC content product prior to delivery. Products requiring recordkeeping under SCAQMD Rule 109 will not be considered.

3M Twist N Fill Products and Dispensers:

LAWA custodial cleaning dispensaries currently contain 350, 3M "black cap" product, wall mounted dispensers.

Bidders may bid the "Black" or "Gray" cap 3M Twist N Fill line of products. The successful bidder must replace all the 3M Twist N Fill dispensers currently installed throughout LAWA facilities, to work with the type of 3M Twist N Fill "cap" as specified in their bid.

Training:

The vendor will be required to provide a minimum of 100 hours of training, per year, to custodial crews in the proper use of products, materials and equipment sold under this contract. Training shall be performed at each one of the nine terminals and for all three shifts, day, swing and graveyard. The trainer will be proficient in Spanish and conduct at least 50% of the training in Spanish.

Glossary:

Definition of acronyms in the worksheet, specification and Request for Bid.

**Black or Gray Cap** – 3M Twist n Fill System trade mark for a chemical management system.

**CIWMB and IWMB** - Integrated Waste Management Board, standards & certification now referenced under California Department of Resources Recycling and Recovery

(CalRecycle.gov)

**EcoLogo** – is a national environmental standards and certification program managed by Tera Choice, ULC Standards an Underwriter's Laboratories Company.

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**Green Seal** is a trade mark belonging to Green Seal organization.

**Johnson Diversey, Inc.** - brand of dilution control cleaners RTD system trademark products.

**LAWA** – Los Angeles World Airports a Department of the City of Los Angeles.

**PCRC** – Post Consumer Recycle Content same as Recycled Plastic Post Consumer Material (RPPCM).

**RFB** – Request for Bid

**RPPCM** – Recycled Plastic Post Consumer Material

**SCA** - Svenska Cellulosa Aktiebolaget SCA Mfg brand of TORK paper products.

**SCAQMD** – South Coast Air Quality Management District.

**VOC** – Volatile Organic Compounds



**EXAMPLE**

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

BIDDER MUST ENTER ITS NAME HERE \_\_\_\_\_

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	PPI Index Number Reference (Producer Price Index)	EPA specs/MSD	EPA 40-60% post-consumer or Green Seal GS-01, 50% post-consumer
<b>CUSTODIAL PAPER PRODUCTS</b>									
1	CS	Paper towel. Multi-fold, 9.25"X9.50". White in color. 250 sheet pack. 16 packs per case. Must be original milled, non-converted product. Unisource # U23120.	40,000 40,000	\$0.00	\$0.00	2629	322121-N	EPA	EPA 40-60% post-consumer or Green Seal GS-01, 50% post-consumer
2	CS	Bath tissue, jumbo roll, 2-ply, 2,000' per roll, 3.5" wide, 3" core diameter, white. SCA # T J1222A. No added dyes or fragrances. Must be original milled, non-converted product. EcoLogo certified. 6 rolls per case.	10,000 10,000	\$0.00	\$0.00	2616	322121-N	Eco logo; 100% recycled; no dyes or fragrance	Eco logo CCD-082 or EPA 100% recycled w/ 20-60% post-consumer or Green Seal GS-01 25% post-consumer
3	CS	Jr. Jumbo roll bath tissue. 2-ply 1000' roll. White in color. Unisource # U23684 or equal. 8 rolls per case.	24,000 24,000	\$0.00	\$0.00	4821	322121-N	EPA post-consumer standards	EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer

**CITY OF LOS ANGELES  
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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	PII Index Number Reference (Producer Price Index)	EPP specs MSD	EPP specs PSD
4	CS	Paper toilet seat covers. One ply, 1/2 fold disposable. 250 sheet per package. 5,000 count per case. Lifeguard # 4500	4,500 4,500	\$0.00 \$0.00	\$0.00 \$0.00	2620	322121-N		EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
5	CS	Toilet tissue. 3.9" X 3.75" 750 sheet 2 ply roll. 2.0 " core size. Tork item # TM1604 or equal.	2,000 2,000	\$0.00 \$0.00	\$0.00 \$0.00	5772	322121-N	Eco logo - 100% re-cycled fibers + 25% post-consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
6	CS	Toilet tissue. 4.0" X 3.75" 1000 sheet 1 ply roll. 1.6 " core size. 100% recycled fibers. EcoLogo certified. Tork item # TS1636S or equal. 96 rolls per case.	150 150	\$0.00 \$0.00	\$0.00 \$0.00	5773	322121-N	Eco logo - 100% re-cycled fibers + 25% post-consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
7	CS	Manufactured Rags. 13.2" X 13.5". White, 1/4 fold, 76 sheets per box. 912 sheets per case. Kimberly-Clark # 41200 or equal	300 300	\$0.00 \$0.00	\$0.00 \$0.00	2815			
8	CS	Manufactured Rags. 12.5" X 16.8". White, Bag boxed. 152 sheets per case. Kimberly Clark # 41300 or equal.	1,700	\$0.00	\$0.00	2814			

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
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9	CS	Tampon, Tampax vendor style or equal. 100% flushable biodegradable applicator. 500 tubes per case.	110	\$0.00	\$0.00	3415			
10	CS	Feminine napkins. #4, vendor box package. 260 per case. Rochester Midland # 25130973.	150	\$0.00	\$0.00	2513			
11	LBS	Bar towel, new, white cotton, terry cloth bar towels. Low linting. 100% Cotton NEW Turkish barmops. Terry on both sides (looped surface each side) and hemmed on all four sides. Mostly all white, but some may have green, blue or yellow strips. Roughly 16x19 and 28 - 32 oz. Highly absorbent and good for multiple uses. Must be clean and void of stains, tears, holes and strings. Free of any chemical treatments. Must be packed in a 50 lb Net Weight compressed bale bag. Must be NEW, and not recycled. A&A # B00850 or equal.	65,000	\$0.00	\$0.00	2813			
12	BX	Disposable dust mop sheets. 8" x 125' roll. 3M Easy Trap # 56654 or equal.	2,000	\$0.00	\$0.00	5533			
13	CS	Nonperforated roll paper towel. 8" X 800' X 1.5" core diameter. White in color. SCA # RB800. Must be original milled, non-converted product. 6 rolls per case.	7,100	\$0.00	\$0.00	5663	322121-N	EPA 40-60% post-consumer or Green Seal GS-01, 25% post-consumer or Eco logo	CCD-086
14	CS	Sanitary napkin, paper liner bag. Rochester Midland # 25025088.	1,300	\$0.00	\$0.00	2301	322121-N		

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15	CS	Non-perforated white roll paper towel, 1, 150' per roll. Kimberly Clark, Mod. 6 rolls per case.	1,000	\$0.00	\$0.00	2616	322121-N		EPA 40-60% post-consumer or Eco logo CCD-086 or Green Seal GS-01, 50% post-consumer
or equal									
<b>SUBTOTAL PAPER PRODUCTS</b>									
<b>CLEANERS/DEGREASERS</b>									
16	CS	3M Twist 'N Fill Bathroom Cleaner Concentrate #44L, 6 per case. Black Or Gray Cap. <b>No Substitute</b>	1,250	\$0.00	\$0.00	5183	0671-0401	Green Seal cert	Green Seal GS-37
17	CS	3M Twist 'N Fill Cleaning Management System #5L Disinfectant Cleaner. Black Or Gray Cap. <b>No Substitute</b>	2,500	\$0.00	\$0.00	5002	0671-0401		
18	CS	3M Twist 'N Fill Cleaning Management System #11L Scotchguard Bonnet Cleaner. Surface cleaner for lightly soiled carpets. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5005	0671-0401		
19	CS	3M Twist 'N Fill Cleaning Management System #13L Deodorizer. Fresh scent fragrance. Black Or Gray Cap <b>No Substitute</b>	600	\$0.00	\$0.00	5392	0671-0401		

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20	CS	3M Twist 'N Fill Cleaning Management System #27H Scotchguard Extraction Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5010	0671-0401	CRI seal	Carpet and Rug Institute
21	CS	3M Twist 'N Fill Cleaning Management System #28H Scotchguard Pretreatment Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	350	\$0.00	\$0.00	5011	0671-0401	CRI seal	Carpet and Rug Institute
22	CS	3M Twist 'N Fill Cleaning Management System #52L Tile, Grout & Bowl Cleaner. Clinging formula. Black Or Gray Cap <b>No Substitute</b>	300	\$0.00	\$0.00	5009	0671-0401		
23	EA	3M Twist 'N Fill Cleaning Management System chemical dispenser. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5776	0671-0401		
24	EA	3M Twist 'N Fill trigger sprayer.	2,500	\$0.00	\$0.00	5406	0671-0401		
or equal			2,500	\$0.00	\$0.00				
25	EA	3M Twist 'N Fill bottle with silkscreened #1L glass cleaner label.	300	\$0.00	\$0.00	5401	0671-0401		
or equal			300	\$0.00	\$0.00				
26	EA	3M Twist 'N Fill bottle with silkscreened #44L bathroom cleaner disinfectant label.	250	\$0.00	\$0.00	5402	0671-0401		
or equal			250	\$0.00	\$0.00				
27	EA	3M Twist 'N Fill bottle with silkscreened #5L Quat Disinfectant label.	400	\$0.00	\$0.00	5403	0671-0401		
or equal			400	\$0.00	\$0.00				
28	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	250	\$0.00	\$0.00	5404	0671-0401		

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

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Item # or equal	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	FP Index Number Reference (Producer Price Index)	EPP space/ MSD	EPP special PSD
29	EA	3M Twist 'N Fill bottle with silkscreened #13L deodorizer label.	250	\$0.00	\$0.00	5405	0671-0401		
	or equal		250	\$0.00	\$0.00				
30	CS	3M Twist 'N Fill Cleaning Management System #1L glass cleaner. Non-sreaking formula. 6 bottles per case. Black Or Gray Cap <b>No Substitute</b>	800	\$0.00	\$0.00	5001	0671-0401	Green Seal GS-37	Green Seal GS-37
31	CS	3M Twist 'N Fill Cleaning Management System #8L General Purpose Cleaner. High performance, all-purpose formula. 6 bottles per case. Gray Cap. <b>No substitute.</b>	1,600	\$0.00	\$0.00	5002	0671-0401	Green Seal GS-37	Green Seal GS-37
32	CS	3M Twist 'N Fill Cleaning Management System #24H 3-in-1 Floor Cleaner. Low foaming cleaner. 6 bottles per case. Black Or Gray Cap <b>No Substitute.</b>	1,000	\$0.00	\$0.00	5003	0671-0401	Green Seal GS-37	Green Seal GS-37
33	CS	Ultra durable floor finish remover concentrate. Scotchgard #59242. 1 quart bottle. 6 per case.	100	\$0.00	\$0.00		0671-0401		
	or equal		100	\$0.00	\$0.00				logo CCD-147
34	CS	3M Gum Remover. #34854. 6 bottles of 8oz per case.	100	\$0.00	\$0.00		0671-0401		
	or equal		100	\$0.00	\$0.00				
35	CS	Floor Stripper- Diversey RTD 5547312 or ProStrip 5L RTD	100	\$0.00	\$0.00		0671-0401		Green Seal
	or equal		100	\$0.00	\$0.00				

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36	CS	3M Scotchguard Tile and Grout Protector. 6 quarts per case.	75	\$0.00	\$0.00	5009	0671-0401		SCAQMD Rule 109
or equal			75	\$0.00	\$0.00				
37	CS	3M Peroxide cleaner #34766. 12quarts per case.	50	\$0.00	\$0.00		0671-0401		
or equal			50	\$0.00	\$0.00				
38	CS	Crème cleanser, mild abrasive, disinfectant detergent cleaner. One quart bottles, 12 per case 3M product number 5924-7 or equal.	200	\$0.00	\$0.00	5644	0671-0401		Eco logo CCD-166 or Green Seal GS-37
or equal			200	\$0.00	\$0.00				
39	CS	Foaming hand soap. Fragrance free, color clear. Gojo 1,250ML #5165-03 bottle or equal. 3 bottles per case.	7,000	\$0.00	\$0.00	5665	0671-0401		Green Seal GS-41
or equal			7,000	\$0.00	\$0.00				
40	CS	Stainless steel cleaner. Diversey Inrox #4368259. 6 bottles of 32oz per case.	125	\$0.00	\$0.00		0671-0401		
or equal			125	\$0.00	\$0.00				
41	EA	Foaming hand soap dispenser. Push style. ADA compliant. 1,250 ML style. Gojo FMX12 or equal.	750	\$0.00	\$0.00	5778			
or equal			750	\$0.00	\$0.00				
42	CS	Disinfectant spray. Ready to use, phenolic based. 19 oz can. 12 per case. Lemon D-Fen #U23055 or equal.	250	\$0.00	\$0.00	966	0671-0401		OSHA (29 CFR 1910.1030); LAWA procedures
or equal			250	\$0.00	\$0.00				
43	EA	BBP bodily fluid clean up kit. Including absorbent powder, disp. gloves, disp. scoop, red biohazard bag & antiseptic wipes. Impact #7353	50	\$0.00	\$0.00	5783			
or equal			50	\$0.00	\$0.00				

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44	EA	Ekoos Urinal Screens Bristlesor 15mm long, Conical in shape, Density of coverage or a bristle every 4.2mm, Durationior 60 day PLUS, Weight or 5 oz., Area of bristle coverage or 23.86 sq. in. / 153.87 cm2	15,000	\$0.00	\$0.00				
or equal			15,000	\$0.00	\$0.00				
45	GL	Oxy Complete. Cleaner/degreaser. 1 gallon container.	400	\$0.00	\$0.00	5779	0671-0401	Green Seal GS-37	Green Seal GS-37
or equal			400	\$0.00	\$0.00				
46	CS	3M #3000 Power Sponge Combo. 20 per case.	150	\$0.00	\$0.00	4461			
or equal			150	\$0.00	\$0.00				
47	CS	Purell #9691-12, hand sanitizer. 8 oz., 12 per case.	150	\$0.00	\$0.00	5745	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
or equal			150	\$0.00	\$0.00				
48	CS	Purell #5491-04, 1,200ml hand sanitizer. 4 per case.	200	\$0.00	\$0.00	5743	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
or equal			200	\$0.00	\$0.00				
49	EA	Purell Sanitizing TFX touch free dispenser or equal. 1200 ML	75	\$0.00	\$0.00	5790	0671-0401		
or equal			75	\$0.00	\$0.00				
50	EA	Hand soap. Bobrick Sureflo pink lotion # B-81212. 12 liter box or container. <b>No Substitute</b>	2,500	\$0.00	\$0.00	5331			



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51	Dozer	Urinal screen with 4 oz enzymatic deodorant block, cherry scent.	250	\$0.00	\$0.00	5702			
	or equal	Allistar #10022573 or equal.	250	\$0.00	\$0.00				
52	BX	Air Freshener. Non-propellant type with holder. Hospesco Airworks 2.0 fragrance Vineyard. 6 per box.	620	\$0.00	\$0.00	5831			
	or equal		620	\$0.00	\$0.00				
<b>SUBTOTAL CLEANERS / DEGREASERS</b>									
<b>PLASTIC LATEX GLOVES</b>									
53	CS	Latex gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL Thick. Size Large. 100 per box. 10 boxes per case. Hospesco GL-V103PL. Large size	1,500	\$0.00	\$0.00	1873			
	or equal		1,500	\$0.00	\$0.00				
54	CS	Vinyl gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL thick. 100 per box. 10 boxes per case. Large size. Hospesco GL-V103PM	700	\$0.00	\$0.00	1872			
	or equal		700	\$0.00	\$0.00				
55	CS	Trash liner. Poly type, low density 40"X46", clear, 2.0 mil thickness. Single pleat bottom. Flat folded 49 lbs per box. 200 bags per case. ePoly Star.	5,000	\$0.00	\$0.00	2304	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
	or equal		5,000	\$0.00	\$0.00				

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56	CS	Trash liner. Poly type, low density, 26"X50", clear, 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs box. 250 bags per case. ePoly Star.	4,000 4,000	\$0.00 \$0.00	\$0.00 \$0.00	2303	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
57	CS	Trash liner. Poly type, low density 22"X28" - Clear - 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs per box. 500 count.	500 500	\$0.00 \$0.00	\$0.00 \$0.00	2302	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
58		LAWA will not accept Net case variances in excess of 1% +/- . Shipments exceeding this Net weight variance will be deemed non-compliant of specifications and returned.	0	\$0.00	\$0.00		0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
<b>SUBTOTAL PLASTIC LATEX PRODUCTS</b>									
<b>MISCELLANEOUS CLEANING SUPPLIES</b>									
59	CS	Scotch-Brite Sienna Diamond floor pads. Size 20". 5 pads per case.	75 75	\$0.00 \$0.00	\$0.00 \$0.00	5804			
60	GL	Floor finish. Johnson Diversy Aquaria #5120870. 1 gallon container.	400 400	\$0.00 \$0.00	\$0.00 \$0.00	5806	0671-0401	Green Seal GS-40	Green Seal logo GS-40 or Eco logo CCD-147; VOC <20 g/L
61	EA	Mop head, 24 oz, 100% cotton, "Huss", steelhead type, Premier #2112424.	8,000	\$0.00	\$0.00	2368			

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62	EA	Mop head, 32 oz, 100% cotton, "Huss", steelhead type, Premier # 2113232.	2,200	\$0.00	\$0.00	2369			
63	EA	Dust mop head, Triangular design, 11"x15" overall, Premier # 51701.	900	\$0.00	\$0.00	2366			
64	EA	Mop handle, steel head, type Premier #40303.	750	\$0.00	\$0.00	5811			
65	EA	Mop handle, 15/16"x60", with triangle head for dust mop, Premier # 53202	450	\$0.00	\$0.00	1915			
66	EA	Mop wringer, Metal down press. Zinc electroplated. 24 - 36 oz mop size. Geopress #1015.	50	\$0.00	\$0.00	3953			
67	EA	Splash guard mop bucket with casters. 35 quart capacity. Blue in color. Continental # 335-391.	50	\$0.00	\$0.00	490			
68	EA	Upright com broom. Parlor style 54". Made of natural fibers. Continental #50317.	300	\$0.00	\$0.00	440			
69	EA	Upright broom. Porter style 39". Made of polypropylene washable bristles. Continental #503600	900	\$0.00	\$0.00	442			
70	CS	Doodlebrog Pad holder. Threaded swivel head to accommodate standard brush handles. Includes one white pad and one brown pad. 3M #8472 or equal. 4 per case.	500	\$0.00	\$0.00	4427			

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71	CS	Doodlebug brown pad. 4.5" X 10". 5 per box, 4 bxs per case. 3M #8541 or equal.	200	\$0.00	\$0.00	4422			
	or equal		200	\$0.00	\$0.00				
72	CS	Sponge - Easy erasing pad 2.8" X 4.5" X 1.2". 4 per bag. Scotch-Brite 4004CC or equal. 3 bags per case.	200	\$0.00	\$0.00	4456			
	or equal		200	\$0.00	\$0.00				
73	CS	Power Pad 5.5" X 3.9" non-woven pad. Scotch-Brite No. 2000 or equal. 20 pads per case.	100	\$0.00	\$0.00	5796			
	or equal		100	\$0.00	\$0.00				
74	EA	Swab - toilet bowl. Acid resistant, polypropylene head. Plastic 12" handle. Impact #204.	2,750	\$0.00	\$0.00	5797			
	or equal		2,750	\$0.00	\$0.00				
75	EA	Dustpan - long handle. Continental #912.	550	\$0.00	\$0.00	1133			
	or equal		550	\$0.00	\$0.00				
76	EA	Pail (bucket), plastic 10 quart size with handle. Continental # 8110GY.	125	\$0.00	\$0.00	2542			
	or equal		125	\$0.00	\$0.00				
77	EA	Squeegee refill. 22" rubber blade replacement. Eitorea 1427 or equal.	150	\$0.00	\$0.00	3214			
	or equal		150	\$0.00	\$0.00				
78	EA	Squeegee refill. 18" rubber blade replacement. Eitorea 1427 or equal.	300	\$0.00	\$0.00	3212			
	or equal		300	\$0.00	\$0.00				
79	EA	Absorbent. Clay type. Must meet USDA, FDA and OSHA standards. 50 lbs bag.	75	\$0.00	\$0.00	3989			
	or equal		75	\$0.00	\$0.00				
80	CS	3M Trizac Scotch-Brite Purple Diamond floor pads. Size 27". 5 pads per case.	120	\$0.00	\$0.00	5801			

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81	CS or equal	3M Trizac, Red Diamond Discs, 5" diameter. #27508. 4 per case.	175	\$0.00	\$0.00	5861			
82	CS or equal	3M Trizac Blue Diamond Discs, 5" diameter. #27507. 4 per case.	175	\$0.00	\$0.00	5862			
83	CS or equal	3M Carpet Bonnet Pads, 20" diameter. 5 per case.	75	\$0.00	\$0.00				
84	CS or equal	Floor pads 17" - Red. 3M #5100 or equal. 5 pads per case.	200	\$0.00	\$0.00	4014			
85	CS or equal	Floor pads 20" - Red. 3M #5100 or equal. 5 pads per case.	75	\$0.00	\$0.00	4426			
86	CS or equal	Floor pads 17" - Blue. 3M #5300 or equal. 5 pads per case.	100	\$0.00	\$0.00	4452			
87	CS or equal	Floor pads 17" - Black. 3M #7200 or equal. 5 pads per case.	100	\$0.00	\$0.00	4423			
88	CS or equal	Floor pads 20" - Black. 3M #7200 or equal. 5 pads per case.	100	\$0.00	\$0.00	4451			
89	CS or equal	Floor pads 27" - Aqua. 3M #3100 or equal. 5 pads per case.	150	\$0.00	\$0.00	4019			
90									

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  - If bidding "or equal" items in the shaded rows, enter manufacturer name and product or catalog number in the said rows. If this information is missing, your bid response cannot be considered.
  - Enter only one response per item, either in the white row OR in the shaded row. Entering two responses per item will result in an error total of your bid and may render it non responsive.
  - Use this Excel worksheet on the website: [www.la.gov](http://www.la.gov). Complete your bid worksheet, save it, print it and submit it with your bid response. Do not email.
- Note: If applicable, bidder shall also state Total Bid Price from this worksheet in the bid section entitled: **BID PRICES VERIFICATION WORKSHEET**.

\* NET Unit Price will prevail in the case of Extended Price error.

Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	FPI Index Number Reference (Producer Price Index)	EPP space/MSD	EPP space/PSD
<b>SUBTOTAL MISCELLANEOUS/CLEANING/SUPPLIES</b>									
					\$0.00				
<b>TOTAL BID PRICE</b>					<b>\$0.00</b>				

## General Conditions

(In the general conditions listed below, the City of Los Angeles, Los Angeles World Airports (LAWA), is hereinafter referred to as the City.)

**FORM OF BID AND SIGNATURE.** All bids must be made on this form. Photocopied forms are acceptable. Additional forms are obtainable from the Departmental LAX Procurement Services Division. Unless otherwise indicated in the RFB, bids should be enclosed in a sealed envelope, showing the Bid No. in the lower left corner, and addressed as indicated in the RFB. All bids must be signed. If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given; if it is made by a partnership, it must be signed in the partnership name by a member of the firm, and the name and address of each member must be given; and if it is made by a corporation, it must be signed by two authorized corporate officers. In case of error in extension of prices, unit prices will govern. No telephonic or telegraphic bids are acceptable.

**TAXES.** Do not include any Sales Tax or Federal Excise Tax in prices quoted. Sales Tax will be added by the City at the time of award. The City will furnish Federal Excise Tax Exemption Certificate to Supplier. Other taxes must be included in the bid prices.

**AWARD.** Bids shall be subject to acceptance by the City for a period of 3 months unless a lesser period is prescribed in the quotation by the bidder. The City may make combined award of all items complete to one bidder or may award separate items or groups of items to various bidders. When required by the City, bidders must submit alternate prices or name a lump sum or discount, conditional on two or more items being awarded to him. The right is reserved to reject any, or all, bids and to waive any informality in bids.

**BRAND NAMES AND SPECIFICATIONS.** Unless otherwise stated the detailed specification and/or brand name references are descriptive and indicate quality, design, and construction of items required. Offer to supply articles substantially the same as those described herein will be considered regardless of minor variation(s) from the listed specifications, or specifications of the articles described by brand name.

**PATENTS.** Should any items on which bids are requested be patented, or otherwise protected or designated by the particular name of the maker, and the bidder desires to quote on an item of equal character and quality, the bidder may offer such substitute item by indicating clearly that such substitution is intended and specifying the brand. Such substitution shall be accepted only if deemed by the Purchasing Manager to be equal to that specified.

**SPECIFICATION CHANGES.** If provisions of the Specifications restrict bidder from bidding, he or she may request in writing that the specifications be modified. Such request must be received by the Purchasing Manager at least five (5) working days before bid opening date. All bidders will be notified by Addendum of any approved changes in the specifications.

**CITY HELD HARMLESS.** To the fullest extent permitted by law, Contractor/Supplier shall defend, indemnify and keep and hold City, including its Board of Airport Commissioners, and City's officers, agents and employees, harmless from any and all costs, liability, damage or expense (including costs of suit and fees and expenses of legal services) claimed by anyone (including Contractor/Supplier) by reason of injury to or death of persons (including Contractor/Supplier and/or its employees), or damage to or destruction of property (including property of Contractor/Supplier) as a result of the acts or omissions of Contractor/Supplier, its agents, servants, employees or invitees or relating to acts or events pertaining to or arising from or out of the Contract, whether or not contributed to by any act or omission of City or any of the City's Boards, officers, agents or employees. City shall endeavor to give notice of such claims. In the event the "Administrative Requirements" includes a "Hold Harmless" clause, this "City Held Harmless" clause shall be replaced and superseded by the Hold Harmless clause set forth in the Administrative Requirements. In the event the signed contract includes a "Hold Harmless" clause, the signed contract's "Hold Harmless" clause shall replace and supersede all other Hold Harmless clauses.

**PURCHASE AGREEMENT DOCUMENTS.** A copy of the Notice Inviting Bids, the bid and a copy of these General Conditions and the Specifications will remain on file in the Office of the Purchasing Manager and it is understood will form the purchasing agreement when accepted by the Purchasing Manager. All materials or services supplied by the Contractor shall conform to the applicable requirement of the City Charter, City Ordinances, and all applicable State and Federal Laws, as well as conforming to the specifications contained herein.

**DEFAULT BY SUPPLIER.** In case of default by supplier, the City reserves the right to procure the articles or services from other

sources and to hold the supplier responsible for any excess costs occasioned the City thereby.

**PAYMENTS.** All Cash Discounts shall be taken and computed from the date of delivery or completion and acceptance of the material, or from date of receipt of invoice, whichever is latest. Complete payments will be made by demands on the City Treasury of the City of Los Angeles, approved as required by ordinance and charter provisions. Invoices must be submitted as specified on the Purchase Orders or shipping authorization.

**SAFETY APPROVAL.** Where required by Los Angeles City regulations, any articles delivered must carry Underwriters Laboratories Approval or City of Los Angeles Dept. Of Building and Safety approval. Failure to have such approval at the time of bidding may result in rejection of the Bid. Also, articles quoted must conform with the Safety Orders of the California Division of Industrial Safety, and/or OSHA, where applicable.

**PATENT RIGHTS.** The supplier agrees to save, keep, hold harmless, and fully indemnify the City, its officers, employees, agents and other duly authorized representatives from all damages, cost or expenses in law or, equity that may at any time arise or to be set up for any infringement of the patent rights, trademarks, copyrights literary or dramatic rights of any person or persons in consequence of the use of any person or persons in consequence of the use by the City, its officers, employees, agents or other duly authorized representatives of articles supplied under purchasing agreement, and of which the supplier is not the patentee or assignee, or which the supplier is not lawfully entitled to sell.

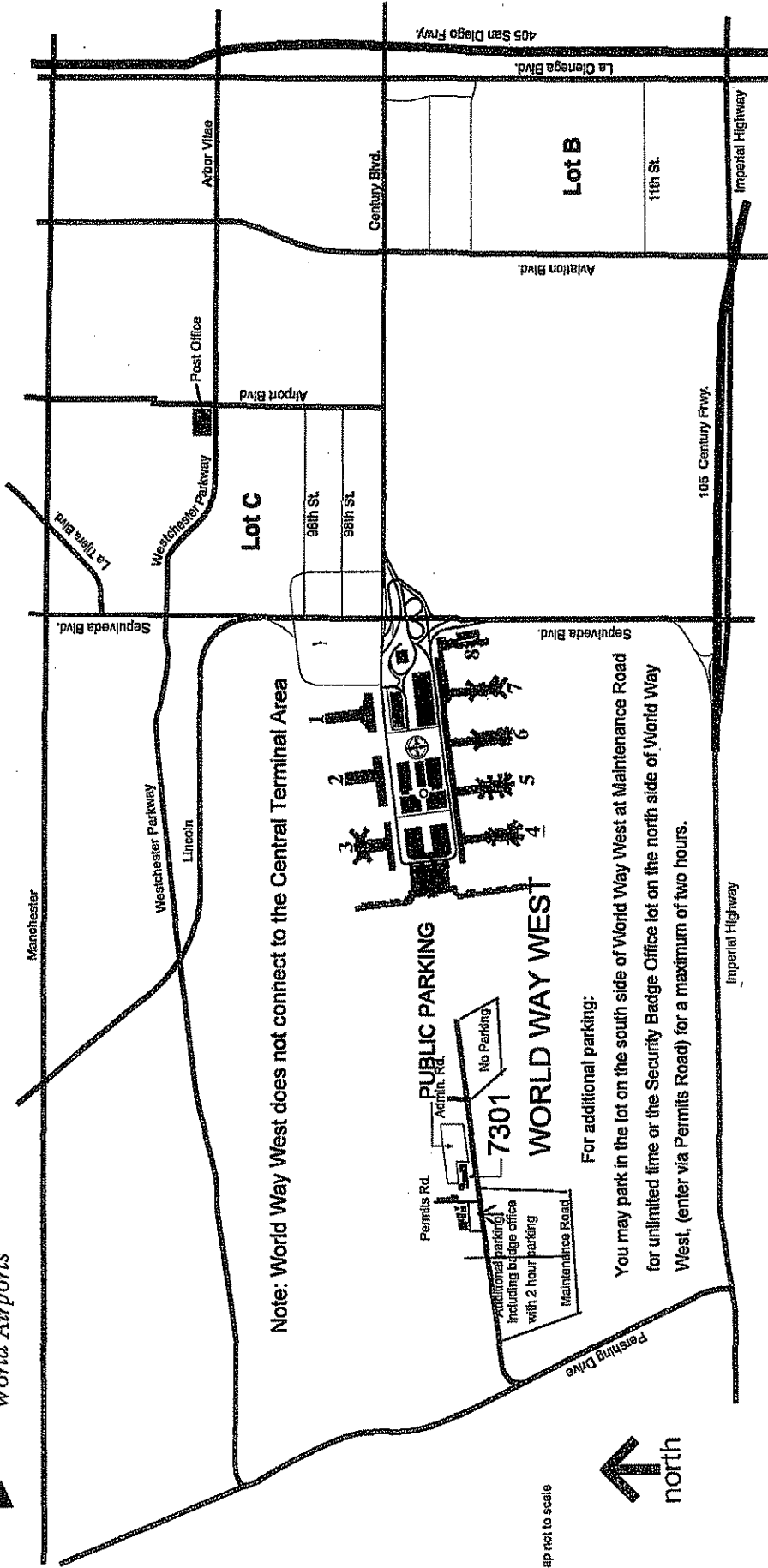
**ASSIGNMENT.** The supplier shall not assign or transfer by operation of law any obligation without the prior written consent of the Purchasing Manager.

**ATTORNEY'S FEES.** If City shall, without any fault be made a party to any litigation commenced by or against Supplier arising out of Supplier's performance of this Agreement or incident to such performance and as a result of which Supplier is finally adjudicated to be liable, then Supplier shall pay all costs, expenses and reasonable attorney's fees incurred by or imposed upon City in connection with such litigation. Each party shall give prompt notice to the other of any claim or suit instituted against it that may affect the other party.

**BID PROTEST.** Any bid protest must be submitted in writing and postmarked within fourteen (14) calendar days after the date of bid opening. The day after bid opening shall be considered as day one. Any bid protest must be submitted in writing to: Office of the City Attorney, Airport Division, One World Way, P.O. Box 92216, Los Angeles World Airports, Los Angeles, CA 90009-2216, with a copy sent to the LAWA Division issuing the RFB. The protest shall include the following:

- a. The initial protest document must contain a complete statement of the factual and legal basis for the protest.
- b. The protest must refer to the specific portion of the document which forms the basis for the protest.
- c. The protest must include the name, address and telephone number of the person representing the protesting party.
- d. The party filing the protest must concurrently transmit a copy of the initial protest document and any attached documentation to all other parties with a direct financial interest which may be adversely affected by the outcome of the protest. Such parties shall include all other bidders.
- e. The Executive Director/Board of Airport Commissioners will issue a decision on the protest. If the Executive Director/Board of Airport Commissioners determines that a protest is frivolous, the protesting party may be determined to be irresponsible and may be determined to be ineligible for future contract award.
- f. The procedure and time limits set forth in this paragraph are mandatory and are the bidder's sole and exclusive remedy in the event of bid protest and failure to comply with these procedures shall constitute a waiver of any right to further pursue the bid protest, including filing a Government Code claim or legal proceedings.

**TERMINATION OF CONTRACT FOR CONVENIENCE.** LAWA may terminate this Contract, with or without cause, and without liability for costs or damages, upon giving the Contractor a thirty (30) day advance written notice or as otherwise provided herein.



Note: World Way West does not connect to the Central Terminal Area

**For additional parking:**  
You may park in the lot on the south side of World Way West at Maintenance Road for unlimited time or the Security Badge Office lot on the north side of World Way West, (enter via Permits Road) for a maximum of two hours.

**DIRECTIONS TO THE LAWA PROCUREMENT PURCHASING OFFICE:**

Los Angeles World Airports- 7301 World Way West, 4th floor, Los Angeles, CA 90045

1. 405 (South) or (North) to 105 (West)
2. 105 (West) to the end. (Imperial Highway)
3. Imperial Highway (West) approx. 3 signal lights to Pershing Drive.
4. At Pershing Drive turn Right
5. Approx. 1000 feet (North) you will see an overhead sign "World Way West"
6. Follow the road on to World Way West. (to the East)
7. Proceed (East) to third signal light at Administration Road, and turn LEFT
8. The high rise building is 7301 —The Procurement/Purchasing Services Division Office is on the 4th floor.
9. You may park in the front or to the East or Rear of 7301. There is additional parking across World Way West at Maintenance Road.
10. DO NOT park in the Assigned Spaces for Airport Police in the front of the building.

Note: Be prepared to show a valid government issued picture ID in order to enter our building.





## NOTICE: IMPORTANT INVOICING REVISIONS

*Los Angeles World Airports*

### Invoice Instructions

To ensure prompt payment of invoices, please follow the instructions listed below:

1. All invoices for **Los Angeles World Airports** pertaining to materials and/or services must be mailed to:

**LAX or Van Nuys Airports**

Los Angeles World Airports  
Attn: Account Payable  
PO BOX 92882  
Los Angeles, CA 90009

**Ontario International Airport**

Los Angeles World Airports  
Attn: ONT Construction & Maintenance  
2132 E. Avion Avenue  
Ontario, CA 91761

2. All invoices must have: 1.) **Purchase Order Number**; 2.) the **LAWA division name**; and 3.) the name of the **LAWA employee ordering the materials and/or services**. Note: **LAWA's Purchase Order Number is a ten-digit number that begins with '45'**.

Note: Invoices without this information will experience delays in processing.

3. The invoice prices, description and quantities **MUST AGREE WITH THE PURCHASE ORDER LINE ITEMS**;

Note: Any item or charge not specified in the Purchase Order or in the contract (including freight charges, restocking charges, etc.) will not be paid. Any discrepancy will cause delays in prompt payment.

4. **Discounts or payment terms** should be printed on the invoices clearly and accurately. It is LAWA's goal to take all available discounts being offered by the vendors.

5. **Invoices will be processed and discounts will be computed based on the date of goods received or date that the invoice is received, whichever is later. In cases where the invoice is received, but the vendor has not met all requirements, the date that all requirements have been met by the vendor will be the date to be used for invoice processing and discount computation.**

6. Important invoice instructions and requirements:

- **FREIGHT CHARGES:** Freight charges that are authorized in the contract must be invoiced by your company and not the freight company that made the delivery. You must include a copy of the freight bill to substantiate freight charges on your invoice for any freight charge in excess of \$75.
- **TAXES: Sales taxes** must be stated separately on the invoice. Indicate what portion of the charges is applicable to the materials provided.
- **TIME SHEETS:** Time sheets (hours by day for each individual) must be provided for service contracts when required by the contract document.
- **Other documents to support invoice charges**
- **INVOICE CERTIFICATION:** Invoice certification by a company officer (i.e., as stated per contract)
- **CREDIT MEMOS:** The original invoice number must appear on any credit memo.

**NOTE:** Your firm must be in full compliance with all Administrative Requirement listed in your contract, including being current on insurance policies and the City business tax. Failure to being in compliance may delay prompt invoice payment.

***If you have questions regarding the Invoice Instructions, please contact your LAWA contract manager or the Accounts Payable Main Line at 424-646-7650 (LAX/Van Nuys) or (909) 544-5264 (Ontario).***

# BIDS

(Pages LBPP-1 through LBPP-5)

**LOS ANGELES WORLD AIRPORTS (LAWA)  
REQUEST FOR BIDS- LOCAL BUSINESS PREFERENCE PROGRAM (LBPP)  
Board of Airport Commissioners Resolution No. 24781**

**Effective July 1, 2012**

Local Business Prime	8%
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Or

Local Business Subcontractor (s)	Up to 5%
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**MANDATORY LOCAL BUSINESS PREFERENCE PROGRAM (LBPP) FOR USE ON LAWA-FUNDED CONTRACTS GREATER THAN \$150,000.00**

**A. General**

This program is subject to the policies and requirements established by the Board of Airport Commissioners (BOAC). LAWA established the LBPP as part of its commitment to help local businesses participation in LAWA contracts. The LBPP seeks to leverage funds expended under contracts to stimulate local business activities, encourage businesses to set up operations locally, and to augment local job creation efforts. It will also lay a foundation for a sustainable local economic development by promoting the creation, expansion, and retention of local businesses. LAWA shall opt out when the contract is funded by a grant or is federally-funded and funding regulations prohibit the funding recipient from implementing the LBPP on the resulting contract. Secondly, LAWA can opt out of the program when full and open competition is limited because of a sole source vendor, provider, or supplier. Failure to comply shall result in investigations by the Bureau of Contract Administration/ Office of Contract Compliance (BCA/OCC) in its role as the Designated Administrative Agency. However, LAWA is entitled to determine at anytime that it is not in LAWA's best interest to grant a Bid preference to a qualifying Local Business, Local Subcontractor, or Provisionally Qualified Local Business.

**B. Participation Criteria for Local Business Preference Program**

To be eligible for participation in this program, LAWA requires that the prospective local business submit an affidavit attesting as such on the Los Angeles Business Assistance Virtual Network (LABAVN) website. An affidavit form is attached and is also available to be downloaded on the LABAVN website at <http://www.labavn.org>. Determination of qualification as a local business by any other entities, other than BCA/OCC, or by any other means other than submission of an affidavit on LABAVN shall not be accepted for purposes of participation in the LBPP. Affidavit forms are prioritized according to the date they are received. The local business must be listed on LABAVN as such prior to the bid due date in order to participate in the LBPP. In cases where the affidavit was submitted prior to the proposal deadline but has not been verified by BCA/OCC and the local business designation would result in a change of award recommendation, status as a local business will be based on the date it was submitted.

**C. Definitions**

1. "Contract" means a written agreement involving consideration in excess of \$150,000.00 for the purchase of goods, equipment or services, including construction, by or for the benefit of LAWA.
2. "Contractor" means the person, business or entity awarded the Contract by LAWA.
3. "Bid Price" means the dollar amount after the bidder's quoted price is adjusted for evaluation in accordance with applicable provisions. For procurement contracts, this may include, but not be limited to Cash Discount, or Combined Award Discount.
4. "Cash Discount" means a reduction in the full cost of a good or service when payment is made within a specified period of time: e.g. 2% 10 net 30.
5. "Combined Award Discounts" (CAD) means the discount terms offered by a supplier and are usually expressed in percentages taken directly from the pricing totals of the bidders

offering such a discount. CADs are applicable if the specification or bidding document includes the CAD provision clause, it is applicable to more than one item or more than one group of items, and if the items included for CAD purposes are not cherry picked from a predefined group of items as set forth by the specifications or bid document.

6. "Local Business" means a business entity that is in compliance with all applicable City or county licensing and tax laws, and can demonstrate one of the following: (1) it is headquartered in the County and physically conducts and manages all of its operations from a location in the County; (2) that at least 50 of its full-time employees perform work within the boundaries of the County at least 60 percent of their total regular hours worked on an annual basis; or (3) that at least half of the full-time employees (50%) of the business work within the boundaries of the County at a minimum of 60 percent of their total, regular hours worked on an annual basis.

(a) A business entity with multiple locations within the County can aggregate 50 of its full-time employees working at least 60% of their regular hours from its different locations within the County to qualify as a Local Business.

(b) A business entity awarded a LAWA contract under the LBPP must carry out the services of the contract using employees whose exclusive, primary working location is in Los Angeles County.

7. "Local Subcontractor" means a contractor that meets the same qualification as a local business.
8. "Provisionally Qualified Local Business" means a business entity that is yet to establish operations within the County, and does not immediately qualify as a local business under the Los Angeles Administrative Code. However, the business is provisionally qualified as a local business because it is undertaking imminent steps to qualify as a local business as defined by Article 21, Section 10.47.3. No later than 60 days after the date on which the Contract with LAWA is awarded, but prior to execution of the contract, the Provisionally Qualified Local Business must become a qualified Local Business.

#### D. Local Business Preference Program Participation Recognition

1. Qualifying contractors who participate in the LBPP by qualifying as a local business will receive an 8% preference credit to their bid in excess of \$150,000.00 or bids in excess of \$1,000,000.00 if a Provisionally Qualified Local Business.
2. Qualifying contractors who participate in the LBPP but do not qualify as a local business, but however are qualified because they identify a qualified local subcontractor to perform the work under the contract will receive up to a 5% preference credit to their bids.

(a) LAWA shall provide a 1% preference, up to a maximum of 5%, to the proposal price for every 10% of the cost of the proposed work to be performed by the local subcontractor. This rule applies to a local subcontractor or local subcontractors; provided that the work performed is of a commercially useful purpose in execution of the contract and/or performed in the subcontractor's normal course of business. The work performed and all costs of each local subcontractor or subcontractors should be clearly specified in the proposal.

3. Preferences shall only be awarded to a Local Business or Local Subcontractor when the services provided under the contract are directly provided by its employees whose

primary work location is in Los Angeles. Preferences shall only be awarded for equipment, goods or materials when the Local Business or Local Subcontractor acts as a supplier or dealer (not less than two thirds of the time), or designs, manufactures, or assembles the equipment, goods or materials (not less than two thirds of the time), at a business location in the City.

4. A Provisionally Qualified Local Business who participates in the LBPP by qualifying as a local business will receive an 8% preference credit to its bids, as long as the proposed contract between the business and LAWA involves consideration no less than \$1,000,000.00 and has duration of no less than three (3) years.

(a) To participate in the program a proposed Provisionally Qualified Local Business must download and complete a Provisionally Qualified Local Business affidavit form at [http://bca.lacity.org/site/pdf/general/PQLBP\\_Affidavit.pdf](http://bca.lacity.org/site/pdf/general/PQLBP_Affidavit.pdf) which it shall attach and submit with its bid documents to LAWA.

5. A Provisionally Qualified Local Business shall lose its status as such when it fails to fully comply as a local business within 60 days after the date on which the Contract with LAWA is awarded. LAWA shall notify the Provisionally Qualified Local Business thirty (30) days to the anniversary of the second month notifying the business that it comply as a local business or contract award will be rescinded. Loss of status as a Provisionally Qualified Local Business is permanent; closure forbids a business from qualifying as a Provisionally Qualified Local Business in the future for purposes of bidding on LAWA Contracts.
6. Once a Provisionally Qualified Local Business is notified by LAWA of its intent to award a contract, the Provisionally Qualified Local Business shall submit all of the following; (1) an enforceable, contractual right to occupy commercial space within the County, which shall commence no later than 60 days after the date of the execution of the contract; (2) a business plan on its ability to become a Local business; (3) any other sufficient documentation required by LAWA.

All required supporting documentation/ evidence demonstrating qualification as a Provisionally Qualified Local Business must be submitted to LAWA within 30 days of request.

(a) If LAWA is satisfied with documentation submitted by the Provisionally Qualified Local Business, and it determines that it shall award the business the contract, LAWA prior to the execution of the contract shall send BCA a memo stating that the business was able to demonstrate that it qualifies as a Provisionally Qualified Local Business, the memo shall also list the documents received by LAWA, and recommend that BCA determine the business to be a Provisionally Qualified Local Business.

7. The maximum preference for all qualifying local businesses, local subcontractor(s), and provisionally qualified local businesses shall not exceed \$1,000,000.00 for any bid.
8. A bid preference does not reduce the contract amount.
9. In the event where a certified Local business bids on a LAWA contract, and is determined by LAWA after the bid deadline to not qualify as a Local Business, the business will be eligible for a Local Subcontractor Preference of up to 5 percent, if it has

identified a qualifying Local Subcontractor(s) to perform work under the contract.

- a. The above exemption shall only apply where the non-compliance is an error or mistake. It shall not apply to a business that intentionally or fraudulently claims to be a Local Business through misleading or false statements.
  - b. It is the responsibility of the business registered on LABAVN as a certified Local Business to inform BCA via email at [bca.certifications@lacity.org](mailto:bca.certifications@lacity.org), that it no longer meets the certification criteria within seven days of the change. Failure to do so shall be construed as a misleading and/or false statement.
10. Upon receipt of information believed by LAWA to be reliable and which indicates that the Local Business no longer qualifies as a Local Business for more than 60 days during the entire time of the Contract, LAWA shall withhold or recover funds from the Contractor in an amount that represents the value of the bid preference.
  11. Upon receipt of information believed by LAWA to be reliable and which indicates that the Local Subcontractor (s) no longer qualifies as a Local Business, providing the basis for a Local Subcontractor Preference and the Prime Contractor fails to replace the Subcontractor (s) with another Local Subcontractor (s) within 60 days of notification by LAWA, LAWA shall withhold or recover funds from the Contractor in an amount that represents the value of the bid preference.
  12. In the event that investigations reveal that a business fraudulently represents itself as a Local Business for the purpose of gaining a preference under the LBPP, the business shall lose its status as such for up to five years. This will also apply to any business that has received a preference, but failed to maintain its Local Business qualification for a cumulative of 60 days during the entire time of the contract.

#### **E. Complaints and Protests**

1. All complaints and/or protests regarding qualifying local businesses, provisionally qualified local businesses, and local subcontractors claiming non-compliance by LAWA or its failure to maintain certification criteria, shall be made to the BCA/OCC either in writing or by email for further investigations. Complaints must be accompanied by documentation which substantiates complainant's allegations.
2. Any complaints that meet the criteria of No. 1 shall be investigated by BCA, OCC in its role as the Designated Administrative Agency.

Submit complaints to:

**By Mail**                      **Office of Contract Compliance  
Bureau of Contract Administration  
Department of Public Works  
1149 South Broadway, Suite 300  
Los Angeles, CA 90015**

**By Email**                      **[bca.biphelp@lacity.org](mailto:bca.biphelp@lacity.org)**

THIS FORM MUST BE OBTAINED FROM  
WEBSITE TO BECOME ELIGIBLE



AND UPLOADED TO THE WWW.LABAVN.ORG  
DO NOT SUBMIT THIS FORM WITH YOUR BID.

**LOCAL BUSINESS CERTIFICATION  
AFFIDAVIT OF ELIGIBILITY**

Name of Firm \_\_\_\_\_ BAVN Company ID Number \_\_\_\_\_

Business Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

I declare that \_\_\_\_\_ (Firm's Name)

1. Occupies work space within Los Angeles County, and can submit proof of occupancy to the City of Los Angeles by supplying evidence of a lease, deed or other sufficient evidence demonstrating that it is located within Los Angeles County.
2. Is in compliance with all applicable laws relating to licensing and is not delinquent on any City of Los Angeles or Los Angeles County taxes.
3. Can demonstrate compliance to one of the following:
  - a. at least 50 of its full-time employees perform work within the boundaries of the Los Angeles County at least 60 percent of their total regular hours worked on annual basis; or
  - b. at least half of its full-time employees work within the boundaries of the Los Angeles County at a minimum of 60 percent of their total regular hours worked on annual basis; or
  - c. Is headquartered in Los Angeles County. Headquartered means that the business physically conducts and manages all of its operations from a location in the County.

I declare under penalty of perjury that the foregoing is true and correct.<sup>1</sup>

SIGNATURE \_\_\_\_\_ Title \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Certified Local Businesses are eligible to receive an 8% preference (for Local Prime contractors), or up to a 5% preference (for Local Subcontractors) on City contracts in excess of \$150,000. Preferences awarded for services shall be applied only if the services are provided directly by the Local Business or Local Subcontractor using employees whose exclusive, primary working location is in Los Angeles County. Preferences awarded for equipment, goods or materials shall be applied only if the Local Business or the Local Subcontractor substantially acts as the supplier or dealer, or substantially designs, manufactures or assembles the equipment, goods or materials at a business location in Los Angeles County. The maximum bid or proposal preference shall not exceed One Million Dollars (\$1,000,000) for any Bid or Proposal.

To remain certified and be given the preference, firms must continue to meet the City's Local Business Preference Ordinance #181910 certification criteria and complete an Affidavit of Eligibility every two (2) years. We continue to reserve the right to re-evaluate your certification eligibility anytime it is deemed necessary.

<sup>1</sup> Knowingly and willfully providing false information is a violation of the City Ordinance #181910 and could subject you to fines, contract termination or debarment from transacting business with the City. Business owners claiming eligibility to the Local Business Preference Program criteria must sign this affidavit.

# Administrative Requirements



## **Administrative Requirements**

Forms and explanatory documents for each of the following administrative requirements are identified below and are included in the respective sections of this package. Also included, as the final section, is a checklist to assist your proper completion of the required forms prior to bid/proposal submittal. This checklist should be used by Bidders/Proposer to prepare an Administrative Requirements Packet, which must include original, signed documents, and submitted with your bid/proposal. This Packet should be bound separately from other parts of your bid/proposal and clearly labeled "Administrative Requirements Packet". Additional copies of the Packet are not required to be submitted.

The following administrative requirements may reference the Los Angeles City Charter (LACC), Los Angeles Municipal Code (LAMC), or Los Angeles Administrative Code (LAAC).

For further information or assistance regarding all administrative requirements, contact:

Los Angeles World Airports  
Procurement Services Division  
P O Box 92216  
Los Angeles, CA 90009,2216  
Phone: (424) 646-5380  
Fax: (424) 646-9262  
E-mail: [ProcurementRequirements@lawa.org](mailto:ProcurementRequirements@lawa.org)  
Internet: [www.lawa.org](http://www.lawa.org) -> About LAWA -> Business Opportunities  
- > Administrative Requirements

### **1. VENDOR IDENTIFICATION FORM**

The Vendor ID form requires general information about a bidder/proposer's business as well as the Seller's Permit and the Business Tax Registration Certificate (BTRC) numbers, Payment Terms, Equal Employment Opportunity Officer contact information, and data on the firm's City of Los Angeles contracts (if applicable).

- **Seller's Permit Number**

The Seller's Permit Number is required if the vendor is engaged in business in California; intends to sell or lease tangible personal property that would ordinarily be subject to sales tax if sold at retail; will make sales for a temporary period, normally lasting no longer than 30 days at one or more locations. The enforcing agency for this requirement is the Board of Equalization, the Sales and Use Tax Department. Additional information regarding this requirement can be found at <http://www.boe.ca.gov/sutax/sutprograms.htm>.

- **Payment terms**

Payment terms represent LAWA's conditions under which the vendor will be reimbursed for his/her services or sold goods. Typically, these terms specify the period allowed to a buyer to pay off the amount due, and may demand cash in advance, cash on delivery, deferred payment period of 30 days or more, etc. Please refer to [www.lawa.org](http://www.lawa.org) -> About LAWA -> Business Opportunities - > Administrative Requirements - > LAWA Payment Terms to determine the applicable code.

- **Business Tax Registration Certificate**

Pursuant to the LAMC, Chapter 2, Article 1, Section 21.03, persons engaged in any business or occupation within the City of Los Angeles are required to register and pay the required tax. Businesses, including vendors, subject to this tax are issued a Business Tax Registration Certificate (BTRC) or a Vendor Registration Number (VRN).

Information regarding this requirement may be obtained at Office of Finance, Tax & Permit Division, 200 N. Spring St., Room 101, Los Angeles, CA 90012, Phone: (213) 473-5901, Web: <http://www.lacity.org/finance/>.

- **List of Other City of Los Angeles Contracts (during previous ten years)**

Pursuant to City of Los Angeles Resolution No. 56 (Council File #98-1331) adopted by Los Angeles City Council on July 21, 1998, Bidders/Proposers must submit a list of all City of Los Angeles contracts held within the last ten (10) years.

For additional information regarding all LAWA administrative requirements, please contact Procurement Services at (424) 646-5380 or visit our website at [www.lawa.org](http://www.lawa.org) -> About LAWA -> Business Opportunities -> Administrative Requirements.

## **2. AFFIDAVIT OF NON-COLLUSION**

Pursuant to the LAAC, Division 10, Chapter 1, Article 2, Section 10.15, each bid/proposal must include the attached affidavit of the Bidder/Proposer that the bid/proposal is genuine, and not a sham or collusive, or made in the interest or on behalf of any person, and that the Bidder/Proposer has not directly or indirectly induced or solicited any other Bidder/Proposer to submit a sham bid, or any other person, firms, or corporation to refrain from bidding, and that the Bidder/Proposer has not sought by collusion to secure for himself/herself an advantage over any other Bidder/Proposer.

Bidders/Proposers must complete, notarize, and submit the attached "Affidavit to Accompany Proposals or Bids" with the bid/proposal.

**Failure to include an Affidavit with the bid/proposal will render the bid/proposal non-responsive and will result in its rejection.**

### **Attachment:**

- Affidavit to Accompany Proposals or Bids

## **3. AFFIRMATIVE ACTION**

Pursuant to the LAAC, Division 10, Chapter 1, Article 1, Sections 10.8. et seq. and the Board of Airport Commissioners Resolution No. 23772, it is the policy of the City of Los Angeles to require each person or entity contracting for goods or services to comply with the Non-discrimination, Equal Employment Practices, and Affirmative Action Program provisions of the City of Los Angeles.

All Bidders/Proposers must agree to adhere to the Non-Discrimination provision, designate an Equal Employment Opportunity Officer and provide his/her contact info in the Vendor Identification Form enclosed in this administrative requirements package.

Attachment:

- Non-discrimination, Equal Employment Practices, and Affirmative Action Program Provisions

#### **4. ASSIGNMENT OF ANTI-TRUST CLAIMS**

It is the policy of Los Angeles World Airports ("LAWA") to inform each Bidder/Proposer that in submitting a bid/proposal to LAWA, the Bidder/Proposer may be subject to California Government Code Sections 4550 – 4554. If applicable, the Bidder/Proposer offers and agrees that if the bid is accepted, it will assign to LAWA all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act or under the Cartwright Act, arising from purchases of goods, services, or materials by the Bidder/Proposer. Such assignment is made and becomes effective at the time LAWA tenders final payment to the Bidder/Proposer.

Attachment:

- California Government Code Section 4550—4554

#### **5. BIDDER CONTRIBUTIONS CEC FORM 55 (CONTRACT BIDDER CAMPAIGN CONTRIBUTION AND FUNDRAISING RESTRICTIONS)**

Persons who submit a response to this Request for Bid/Proposal/Qualifications are subject to Charter section 470(c)(12) and related ordinances. As a result, bidders/proposers/respondents may not make campaign contributions to and or engage in fundraising for certain elected City officials or candidates for elected City office from the time they submit the response until either the contract is approved or, for successful bidders/proposers/respondents, 12 months after the contract is signed. The bidder's/proposer's/respondents' principals and subcontractors performing \$100,000 or more in work on the contract, as well as the principals of those subcontractors, are also subject to the same limitations on campaign contributions and fundraising.

Bidders/Proposers/Respondents must submit CEC Form 55 (attached) to LAWA with their bid/proposal/Statement of Qualifications. The form requires bidders to identify their principals, their subcontractors performing \$100,000 or more in work on the contract, and the principals of those subcontractors. Bidders/Proposers/Respondents must also notify their principals and subcontractors in writing of the restrictions and include the notice in contracts with subcontractors. Responses submitted without a completed CEC Form 55 shall be deemed nonresponsive. Bidders/Proposers/Respondents who fail to comply with City law may be subject to penalties, termination of contract, and debarment.

Additional information regarding this requirement may be obtained at:

200 N. Spring Street  
City Hall, 24th Floor  
Los Angeles, California 90012  
(213) 978-1960  
(213) 978-1988 [Fax]  
ethics.commission@lacity.org  
Web: <http://ethics.lacity.org>

**Attachment:**

- Los Angeles City Ethics Commission Special Bulletin, available at [http://ethics.lacity.org/pdf/pressrelease/press\\_042511\\_New\\_Charter\\_Amend\\_Limits\\_Bidder\\_Bulletin.pdf](http://ethics.lacity.org/pdf/pressrelease/press_042511_New_Charter_Amend_Limits_Bidder_Bulletin.pdf)

**6. CHILD SUPPORT OBLIGATIONS**

Pursuant to the LAAC, Division 10, Chapter 1, Article 1, Section 10.10 et seq., contractors and subcontractors performing work for the City must comply with all reporting requirements and Wage and Earning Assignment Orders relative to legally mandated child support and certify that contractors/subcontractors will maintain such compliance throughout the term of the contract.

**Attachment:**

- Child Support Obligations Provisions

**7. CONTRACTOR RESPONSIBILITY PROGRAM**

Pursuant to Resolution No. 21601 adopted by the Board of Airport Commissioners, effective May 20, 2002, the Contractor Responsibility Program (CRP) is the policy of Los Angeles World Airports (LAWA) to ensure that all LAWA contractors have the necessary quality, fitness and capacity to perform the work set forth in the contract. LAWA shall award contracts only to entities and individuals it has determined to be Responsible Contractors. The provisions of this Program apply to leases and contracts for construction, for services, and for purchases of goods and products that require Board approval.

Bidders/Proposers are required to complete and submit with the bid/proposal the attached "Contractor Responsibility Program Questionnaire" that provides information LAWA needs in order to determine if the Bidder/Proposer is responsible and has the capability to perform the contract. The information contained in the CRP Questionnaire is subject to public review for a period of not less than 14 days. Bidders/Proposers are also required to complete, sign and submit with the bid/proposal the attached "Contractor Responsibility Program Pledge of Compliance." Bidders/Proposers are also required to respond within the specified time to LAWA's request for information and documentation needed to support a Contractor Responsibility determination. Subcontractors will be required to submit the Pledge to the prime contractor prior to commencing work.

**Attachments:**

- Contractor Responsibility Program Questionnaire
- Contractor Responsibility Program Pledge of Compliance

## **8. EQUAL BENEFITS ORDINANCE**

Any contract awarded pursuant to this procurement process shall be subject to the applicable provisions of the Los Angeles Administrative Code Section 10.8.2.1, Equal Benefits Ordinance (EBO). The EBO requires City contractors who provide benefits to employees with spouses provide the same benefits to employees with domestic partners. Domestic partners are defined as two adults living together, jointly responsible for living expenses, committed to an intimate and caring relationship and registered as domestic partners with a governmental entity.

The selected Bidder/Proposer must complete and upload the Equal Benefits Ordinance Affidavit (2 pages) available on the City of Los Angeles' Business Assistance Virtual Network (BAVN) residing at [www.labavn.org](http://www.labavn.org) prior to executing a contract with LAWA.

The Equal Benefits Ordinance Affidavit shall be valid for a period of twelve months from the date it is first uploaded onto the City's BAVN. Bidders/Proposers do not need to submit supporting documentation with their bids or proposals. However, the City may request supporting documentation to verify that the benefits are provided equally as specified on the Equal Benefits Ordinance Affidavit.

Bidders/Proposers seeking additional information regarding the requirements of the Equal Benefits Ordinance may visit the Bureau of Contract Administration's web site at <http://bca.lacity.org> or call Procurement Services at (424) 646-5380.

## **9. MUNICIPAL LOBBYING ORDINANCE**

Pursuant to the Los Angeles Municipal Code, Section 48.09, all bids/proposals must include a copy of the Municipal Lobbying Ordinance in one of the following formats: on paper, in an electronic format, or through a link to an online version of the ordinance. The City's Municipal Lobbying Ordinance requires certain individuals and entities to register with the City Ethics Commission and requires public disclosure of certain lobbying activities, including money received and spent. Additionally, for all construction contracts, public leases, or licenses of any value and duration; goods or service contracts with a value greater than \$25,000 and a term of at least three months, each bidder/proposer must submit with its bid a certification, on a form (CEC Form 50) proscribed by the City Ethics Commission, that the bidder acknowledges and agrees to comply with the disclosure requirements and prohibitions established in the Los Angeles Municipal Lobbying Ordinance, if the bidder qualifies as a lobbying entity.

**Failure to submit the Bidder Certification CEC Form 50 with the bid/proposal may render the bid/proposal non-responsive.**

Additional information regarding this requirement may be obtained at:

200 N. Spring Street  
City Hall, 24th Floor  
Los Angeles, California 90012  
(213) 978-1960  
(213) 978-1988 [Fax]  
[ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)  
Web: <http://ethics.lacity.org>

**Attachments:**

- Municipal Lobbying Ordinance, available at [http://ethics.lacity.org/PDF/laws/law\\_mlo.pdf](http://ethics.lacity.org/PDF/laws/law_mlo.pdf)
- Bidder Certification CEC Form 50, available at [http://www.lawa.org/welcome\\_LAWA.aspx?id=586](http://www.lawa.org/welcome_LAWA.aspx?id=586).

**Checklist**

## Administrative Requirements Checklist

**BIDDERS/PROPOSERS (PRIME CONTRACTORS) MUST SUBMIT THE FOLLOWING ORIGINAL, SIGNED DOCUMENTS, WITH THEIR PROPOSAL, AS INDICATED**

**1. VENDOR IDENTIFICATION FORM**

- Is the required Vendor Identification Form completed and signed?
- Is the BTRC/VRN number provided?
- Is the EEOC contact information provided?
- Is the list of previous City contracts attached? (If applicable)
- Is the Form enclosed in the Packet?

**2. AFFIDAVIT OF NON-COLLUSION**

- Is the "Affidavit to Accompany Proposals or Bids" completed and signed?
- Is the Affidavit notarized?
- Is the Affidavit enclosed in the Packet?

Failure to include an Affidavit with the bid/proposal will render the bid/proposal non-responsive and will result in its rejection.

**3. BIDDER CONTRIBUTIONS**

- Is the required Bidder Contribution CEC Form 55 completed and signed?
- Is the Form enclosed in the Packet?

Failure to include the Bidder Contribution CEC Form 55 with the bid/proposal will render the bid/proposal non-responsive and will result in its rejection.

**4. CONTRACTOR RESPONSIBILITY PROGRAM**

- Is the required "Contractor Responsibility Program Questionnaire" completed and signed?
- Is the Questionnaire enclosed in the Packet?
- Is the required "Contractor Responsibility Program Pledge of Compliance" completed and signed?
- Is the Pledge of Compliance enclosed in the Packet?

**5. MUNICIPAL LOBBYING ORDINANCE**

- Is the required Bidder Certification CEC Form 50 completed and signed?
- Is the Certification enclosed in the Packet?



**THE FOLLOWING REQUIREMENTS DO NOT REQUIRE THE COMPLETION OF FORMS  
BUT MAY BE INCORPORATED AS PROVISIONS OF THE CONTRACT:**

**6. AFFIRMATIVE ACTION**

- Have you read and agreed with the City of Los Angeles' Non-discrimination, Equal Employment and Affirmative Action provisions?

**7. ASSIGNMENT OF ANTI-TRUST CLAIMS**

- Have you read and agreed with California Government Code Sections 4550 – 4554?

**8. CHILD SUPPORT OBLIGATIONS**

- Have you read and agreed with Child Support Obligations provisions?

**IF YOU ARE AWARDED THE CONTRACT AND PRIOR TO EXECUTION OF THE  
CONTRACT:**

Prime contractors are required to submit to LAWA forms pertaining to the following requirements:

- Business Tax Registration Certificate

Subcontractors are required to submit to prime contractors, who then must submit to LAWA, when requested, the subcontractors' forms pertaining to the following requirements:

- Business Tax Registration Certificate
- Contractor Responsibility Program Pledge of Compliance

# Vendor Identification Form

# VENDOR IDENTIFICATION FORM

**ALL FIELDS MUST BE COMPLETED, IF REQUIRED; INCOMPLETE FORMS WILL NEED TO BE RESUBMITTED.**

GENERAL INFORMATION																					
<b>Legal Name:</b>	<b>Doing Business As:</b>																				
Are you an independent contractor eligible to receive a 1099-MISC? No Yes . EIN or SSN: (A TIN (SSN or EIN) and W-9 are required)	<b>License or Registration Number (if applicable):</b> <b>Payment Terms (code):</b> <b>Seller's Permit Number (if applicable):</b>																				
<b>Ownership:</b> Individual / Sole Proprietor Corporation Partnership Governmental Entity Other (specify):	<b>BTRC/Vendor Registration Number:</b> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td> </tr> </table> BTRC/VRN application pending (please attach the application) Are you subject to non-resident withholding under California Revenue and Taxation Code Section 18662? No Yes																				
BUSINESS ADDRESS																					
<b>Street:</b>	<b>Suite #:</b>																				
<b>City:</b>	<b>Contact Person:</b>																				
<b>State:</b>	<b>Contact Person's Title:</b>																				
<b>Zip Code:</b>	<b>Fax:</b>																				
<b>Website:</b>	<b>Phone:</b>																				
<b>Email:</b>																					
<b>Remittance address (if required and different from the above):</b>																					
BUSINESS INFORMATION																					
<b>Service Area:</b> International National Regional Local	<b>Years in Business:</b> <b>Number of Employees:</b>																				
BUSINESS CERTIFICATION (Check all that apply)																					
Woman-Owned Business Enterprise (WBE) Minority Business Enterprise (MBE) Small Business Enterprise (according to SBA criteria) Minority Women Business Enterprise (MWB)	Disadvantaged Business Enterprise (DBE) Airport Concessions Disadvantaged Business Enterprise Small and Local Business Enterprise (SLB) If required, please attach copies of all applicable certifications.																				
NON-DISCRIMINATION, EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION COMPLIANCE																					
<b>EEO Officer (name):</b>	<b>Phone Number:</b>																				
<b>EEO Officer's Title:</b>	<b>Email:</b>																				

Have you had contracts with the City of Los Angeles in the last 10 years? No Yes . If 'yes', please attach an additional sheet with Contract Number, Department, Description and Dollar Value.

### CERTIFICATION

*The undersigned declares and certifies that all statements on this form are true and correct. The undersigned agrees to notify Procurement Services Division immediately of any changes to the information contained herein. The undersigned has read and agreed with the administrative requirements set for this project, and provided as a check list in the bid/proposal package, and will comply with them for the duration of the contract if selected.*

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_

<b>Project name:</b>	<b>For LAWA use only:</b>
<b>Requesting Division:</b>	<b>Project No.:</b>
<b>SAP Action (send the form to FAMIS Support Desk):</b> <input type="checkbox"/> Create <input type="checkbox"/> Change <input type="checkbox"/> Block <input type="checkbox"/> Delete <input type="checkbox"/> New Ordering Address	<b>Contact Person:</b>

For instructions and additional information, please go to <http://www.lawa.org> -> About LAWA -> Business Opportunities -> Administrative Requirements, call us at 424-646-5380 or write to [procurementrequirements@lawa.org](mailto:procurementrequirements@lawa.org).  
Los Angeles World Airports, Procurement Services Division, April 2010.

**Current and Prior City of Los Angeles Contracts**

Pursuant to City of Los Angeles Resolution No. 56, adopted July 21, 1998, Consultant shall submit a list entitled "Current and Prior City of Los Angeles Contracts", which shall state all City contracts held by the Consultant within the last ten (10) years.

Contract Number	Name of City Department/Agency	Contact person name and phone number	Signing date	Completion date	Description	Total dollar amount

**Affidavit of Non-Collusion**

AFFIDAVIT TO ACCOMPANY PROPOSALS OR BIDS

STATE OF CALIFORNIA )
) ss.:
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_ being first duly sworn, deposes and says:
(Type or print name)

that he or she is the \_\_\_\_\_ of
(Type or print title)

\_\_\_\_\_, who submits herewith
(Type or print name of company/firm)

to the Board of Airport Commissioners the attached bid/proposal; that he or she is the person whose name is signed to the attached bid/proposal; that said bid/proposal is genuine; that the same is not sham or collusive; that all statements of fact therein are true; and that such bid/proposal was not made in the interest or behalf of any person, partnership, company, association, organization, or corporation not herein named or disclosed.

Affiant further deposes and says: that the bidder/proposer has not directly or indirectly by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interests of the public body which is to award the contract, or of any other bidder/proposer, or anyone else interested in the proposed contract; and that the bidder/proposer has not in any manner sought by collusion to secure for himself/herself/itself/themselves, an advantage over any other bidder/proposer.

Affiant further deposes and says that prior to the public opening and reading of bids/proposals, said bidder/proposer:

- (a) did not, directly or indirectly, induce or solicit anyone else to submit a false or sham bid/proposal;
(b) did not, directly or indirectly, collude, conspire, connive or agree with any one else that said bidder/proposer or anyone else would submit a false or sham bid, or that anyone should refrain from bidding or withdraw their bid/proposal;
(c) did not, in any manner, directly or indirectly, seek by agreement, communication or conference with anyone to raise or fix the bid price of said bidder/proposer or of anyone else, or to raise or fix any overhead, profit or cost element of their price or of that of anyone else;
(d) did not, directly or indirectly, submit their bid/proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association organization, bid depository, or to any member or agent, thereof, or to any individual or group of individuals, except to the awarding authority or to any person or person who have a partnership or other financial interest with said bidder/proposer in their business.

Signed:

\_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by
\_\_\_\_\_, proved to me on the basis of satisfactory evidence to be the person(s)
who appeared before me.

\_\_\_\_\_  
Notary Public

(Notarial Seal)

WARNING: Bids will not be considered unless the affidavit hereon is fully executed including the affidavit of the notary and the notarial seal.

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# Affirmative Action

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**Los Angeles Administrative Code, Division 10, Chapter 1, Article 1, Sections 10.8-10.13**

**Sec. 10.8. Mandatory Provisions Pertaining to Non-discrimination in Employment in the Performance of City Contracts.**

The City of Los Angeles, in letting and awarding contracts for the provision to it or on its behalf of goods or services of any kind or nature, intends to deal only with those contractors that comply with the non-discrimination and Affirmative Action provisions of the laws of the United States of America, the State of California and the City of Los Angeles. The City and each of its awarding authorities, shall therefore require that any person, firm, corporation, partnership or combination thereof, that contracts with the City for services, materials or supplies, shall not discriminate in any of its hiring or employment practices, shall comply with all provisions pertaining to nondiscrimination in hiring and employment, and shall require Affirmative Action Programs in contracts in accordance with the provisions of this Code. The awarding authority and/or Office of Contract Compliance of the Department of Public Works shall monitor and inspect the activities of each such contractor to determine that they are in compliance with the provisions of this chapter.

Although in accordance with Section 22.359 of this Code, the Board of Public Works, Office of Contract Compliance, is responsible for the administration of the City's Contract Compliance Program, accomplishing the intent of the City in contract compliance and achieving nondiscrimination in contractor employment shall be the continuing responsibility of each awarding authority. Each awarding authority shall use only the rules, regulations and forms provided by the Office of Contract Compliance to monitor, inspect or investigate contractor compliance with the provisions of this chapter.

Each awarding authority shall provide immediate notification upon award of each contract by that awarding authority to the Office of Contract Compliance. Each awarding authority shall call upon the Office of Contract Compliance to review, evaluate and recommend on any contractual dispute or issue of noncompliance under the provisions of this chapter. The Office of Contract Compliance shall be notified by each awarding authority of any imminent announcement to bid, to allow the Office of Contract Compliance the opportunity to participate with the awarding authority in the monitoring, review, evaluation, investigation, audit and enforcement of the provisions of this chapter in accordance with the rules, regulations and forms promulgated to implement the City's Contract Compliance, Equal Employment Opportunity Program.

Section History: Based on Ord. No. 132,533, Eff. 7-25-86; Amended by: Ord. No. 147,030, Eff. 4-28-75; Ord. No. 173,186, Eff. 5-22-00.

**Sec. 10.8.1. Definitions.**

The following definitions shall apply to the following terms used in this article:

**"Awarding Authority"** means any Board or Commission of the City of Los Angeles, or any authorized employee or officer of the City of Los Angeles, including the Purchasing Agent of the City of Los Angeles, who makes or enters into any contract or agreement for the provision of any goods or services of any kind or nature whatsoever for or on behalf of the City of Los Angeles.

**"Contract"** means any agreement, franchise, lease, or concession, including agreements for any occasional professional or technical personal services, for the performance of any work or service, the provision of any materials or supplies, or the rendition of any service to the City of Los Angeles or to the public, which is let, awarded or entered into with, or on behalf of, the City of Los Angeles or any awarding authority thereof.

**"Contractor"** means any person, firm, corporation, partnership, or any combination thereof, who submits a bid or proposal or enters into a contract with any awarding authority of the City of Los Angeles.

**"Domestic partners"** means, for purposes of this Article, any two adults, of the same or different sex, who have registered with a governmental entity pursuant to state or local law authorizing this registration or with a internal registry maintained by an employer of at least one of the domestic partners.

**"Employment Practices"** means any solicitation of, or advertisement for, employees, employment, change in grade or work assignment, assignment or change in place or location of work, layoff, suspension, or termination of employees, rate of pay or other form of compensation including vacation, sick and compensatory time, selection for training, including apprenticeship programs, any and all employee benefits and activities, promotion and upgrading, and any and all actions taken to discipline employees for infractions of work rules or employer requirements.

**"Office of Contract Compliance"** is that office of the Department of Public Works of the City of Los Angeles created by Article X of Chapter 13 of Division 22 of the Los Angeles Administrative Code.

**"Subcontractor"** means any person, firm or corporation or partnership, or any combination thereof who enters into a contract with a contractor to perform or provide a portion or part of any contract with the City.

Section History: Amended by: Ord. No. 147,030, Eff. 4-28-75; "Affirmative Action," Ord. No. 164,516, Eff. 4-13-89; "Affirmative Action," Ord. No. 168,244, Eff. 10-18-92; "Domestic partners" added, Ord. No. 172,909, Eff. 1-8-00; first two definitions deleted, Ord. No. 173,186, Eff. 5-22-00; "Domestic partners," Ord. No. 175,115, Eff. 4-12-03.

**Sec. 10.8.1.1. Summary of Thresholds.**

The following thresholds will be used to determine the non-discrimination and affirmative action requirements set forth in this chapter for each type of contract.

**Non-discrimination Practices** as outlined in Section 10.8.2 of this Code, apply to all contracts.

**Equal Employment Practices** as outlined in Section 10.8.3 of this Code, apply to all construction contracts of \$1,000 or more and all non-construction contracts of \$1,000 or more.

**Affirmative Action Program** as outlined in Sections 10.8.4 and 10.13 of this Code, applies to all Construction Contracts of \$5,000 or more and all non-Construction Contracts of \$100,000 or more.

Section History: Added by Ord. No. 173,186, Eff. 5-22-00.

**Sec. 10.8.2. All Contracts: Non-discrimination Clause.**

Notwithstanding any other provision of any ordinance of the City of Los Angeles to the contrary, every contract which is let, awarded or entered into with or on behalf of the City of Los



Angeles, shall contain by insertion therein a provision obligating the contractor in the performance of such contract not to discriminate in his or her employment practices against any employee or applicant for employment because of the applicant's race, religion, national origin, ancestry, sex, sexual orientation, age, disability, marital status, domestic partner status, or medical condition. All contractors who enter into such contracts with the City shall include a like provision in all subcontracts awarded for work to be performed under the contract with the City. Failure of the contractor to comply with this requirement or to obtain the compliance of its subcontractors with such obligations shall subject the contractor to the imposition of any and all sanctions allowed by law, including but not limited to termination of the contractor's contract with the City.

Section History: Added by Ord. No. 172,908, Eff. 1-9-00; Amended by: Ord. No. 173,054, Eff. 2-27-00; Ord. No. 173,058, Eff. 3-4-00; Ord. No. 173,142, Eff. 3-30-00; Ord. No. 173,285, Eff. 6-26-00, Oper. 7-1-00; In Entirety, Ord. No. 175,115, Eff. 4-12-03; Subsec. (b)(7), Ord. No. 176,155, Eff. 9-22-04.

### Sec. 10.8.3. Equal Employment Practices Provisions.

Every non-construction contract with or on behalf of the City of Los Angeles for which the consideration is \$1,000 or more, and every construction contract for which the consideration is \$1,000 or more, shall contain the following provisions, which shall be designated as the **EQUAL EMPLOYMENT PRACTICES** provision of such contract:

A. During the performance of this contract, the contractor agrees and represents that it will provide equal employment practices and the contractor and each subcontractor hereunder will ensure that in his or her employment practices persons are employed and employees are treated equally, and without regard to or because of race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status or medical condition.

1. This provision applies to work or service performed or materials manufactured or assembled in the United States.

2. Nothing in this Section shall require or prohibit the establishment of new classifications of employees in any given craft, work or service category.

3. The contractor agrees to post a copy of Paragraph A hereof in conspicuous places at its place of business available to employees and applicants for employment.

B. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to their race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status or medical condition.

C. As part of the City's supplier registration process, and/or at the request of the awarding authority, or the Board of Public Works, Office of Contract Compliance, the contractor shall certify in the specified format that he or she has not discriminated in the performance of City contracts against any employee or applicant for employment on the basis or because of race, religion, national origin, ancestry, sex, sexual orientation, age, disability, marital status or medical condition.

D. The contractor shall permit access to and may be required to provide certified copies of all of his or her records

pertaining to employment and to employment practices by the awarding authority or the Office of Contract Compliance for the purpose of investigation to ascertain compliance with the Equal Employment Practices provisions of City contracts. On their or either of their request the contractor shall provide evidence that he or she has or will comply therewith.

E. The failure of any contractor to comply with the Equal Employment Practices provisions of this contract may be deemed to be a material breach of City contracts. Such failure shall only be established upon a finding to that effect by the awarding authority, on the basis of its own investigation or that of the Board of Public Works, Office of Contract Compliance. No such finding shall be made or penalties assessed except upon a full and fair hearing after notice and an opportunity to be heard has been given to the contractor.

F. Upon a finding duly made that the contractor has failed to comply with the Equal Employment Practices provisions of a City contract, the contract may be forthwith canceled, terminated or suspended, in whole or in part, by the awarding authority, and all monies due or to become due hereunder may be forwarded to and retained by the City of Los Angeles. In addition thereto, such failure to comply may be the basis for a determination by the awarding authority or the Board of Public Works that the said contractor is an irresponsible bidder or proposer pursuant to the provisions of Section 371 of the Charter of the City of Los Angeles. In the event of such a determination, such contractor shall be disqualified from being awarded a contract with the City of Los Angeles for a period of two years, or until the contractor shall establish and carry out a program in conformance with the provisions hereof.

G. Notwithstanding any other provision of this contract, the City of Los Angeles shall have any and all other remedies at law or in equity for any breach hereof.

H. The Board of Public Works shall promulgate rules and regulations through the Office of Contract Compliance, and provide necessary forms and required language to the awarding authorities to be included in City Request for Bids or Request for Proposal packages or in supplier registration requirements for the implementation of the Equal Employment Practices provisions of this contract, and such rules and regulations and forms shall, so far as practicable, be similar to those adopted in applicable Federal Executive orders. No other rules, regulations or forms may be used by an awarding authority of the City to accomplish the contract compliance program.

I. Nothing contained in this contract shall be construed in any manner so as to require or permit any act which is prohibited by law.

J. At the time a supplier registers to do business with the City, or when an individual bid or proposal is submitted, the contractor shall agree to adhere to the Equal Employment Practices specified herein during the performance or conduct of City Contracts.

K. Equal Employment Practices shall, without limitation as to the subject or nature of employment activity, be concerned with such employment practices as:

1. Hiring practices;

2. Apprenticeships where such approved programs are functioning, and other on-the-job training for non-apprenticeable occupations;

3. Training and promotional opportunities; and

4. Reasonable accommodations for persons with disabilities.

L. All contractors subject to the provisions of this section shall include a like provision in all subcontracts awarded for work to be performed under the contract with the City and shall impose the same obligations, including but not limited to filing and reporting obligations, on the subcontractors as are applicable to the contractor. Failure of the contractor to comply with this requirement or to obtain the compliance of its subcontractors with all such obligations shall subject the contractor to the imposition of any and all sanctions allowed by law, including but not limited to termination of the contractor's contract with the City.

Section History: Amended by: Ord. No. 147,030, Eff. 4-28-75; Paragraphs A., B., C., Ord. No. 164,516, Eff. 4-13-89; Paragraphs C., Ord. No. 168,244, Eff. 10-18-92; Ord. No. 173,186, Eff. 5-22-00; Subsec. F Ord. No. 173,285, Eff. 6-26-00, Oper. 7-1-00.

#### Sec. 10.8.4. Affirmative Action Program Provisions.

Every non-construction contract with or on behalf of the City of Los Angeles for which the consideration is \$100,000 or more and every construction contract with or on behalf of the City of Los Angeles for which the consideration is \$5,000 or more shall contain the following provisions which shall be designated as the **AFFIRMATIVE ACTION PROGRAM** provisions of such contract:

A. During the performance of a City contract, the contractor certifies and represents that the contractor and each subcontractor hereunder will adhere to an affirmative action program to ensure that in its employment practices, persons are employed and employees are treated equally and without regard to or because of race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status or medical condition.

1. This provision applies to work or services performed or materials manufactured or assembled in the United States.

2. Nothing in this section shall require or prohibit the establishment of new classifications of employees in any given craft, work or service category.

3. The contractor shall post a copy of Paragraph A hereof in conspicuous places at its place of business available to employees and applicants for employment.

B. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to their race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status or medical condition.

C. As part of the City's supplier registration process, and/or at the request of the awarding authority or the Office of Contract Compliance, the contractor shall certify on an electronic or hard copy form to be supplied, that the contractor has not discriminated in the performance of City contracts against any employee or applicant for employment on the basis of or because of race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status or medical condition.

D. The contractor shall permit access to and may be required to provide certified copies of all of its records pertaining to employment and to its employment practices by

the awarding authority or the Office of Contract Compliance, for the purpose of investigation to ascertain compliance with the Affirmative Action Program provisions of City contracts, and on their or either of their request to provide evidence that it has or will comply therewith.

E. The failure of any contractor to comply with the Affirmative Action Program provisions of City contracts may be deemed to be a material breach of contract. Such failure shall only be established upon a finding to that effect by the awarding authority, on the basis of its own investigation or that of the Board of Public Works, Office of Contract Compliance. No such finding shall be made except upon a full and fair hearing after notice and an opportunity to be heard has been given to the contractor.

F. Upon a finding duly made that the contractor has breached the Affirmative Action Program provisions of a City contract, the contract may be forthwith cancelled, terminated or suspended, in whole or in part, by the awarding authority, and all monies due or to become due hereunder may be forwarded to and retained by the City of Los Angeles. In addition thereto, such breach may be the basis for a determination by the awarding authority or the Board of Public Works that the said contractor is an irresponsible bidder or proposer pursuant to the provisions of Section 371 of the Los Angeles City Charter. In the event of such determination, such contractor shall be disqualified from being awarded a contract with the City of Los Angeles for a period of two years, or until he or she shall establish and carry out a program in conformance with the provisions hereof.

G. In the event of a finding by the Fair Employment and Housing Commission of the State of California, or the Board of Public Works of the City of Los Angeles, or any court of competent jurisdiction, that the contractor has been guilty of a willful violation of the California Fair Employment and Housing Act, or the Affirmative Action Program provisions of a City contract, there may be deducted from the amount payable to the contractor by the City of Los Angeles under the contract, a penalty of TEN DOLLARS (\$10.00) for each person for each calendar day on which such person was discriminated against in violation of the provisions of a City contract.

H. Notwithstanding any other provisions of a City contract, the City of Los Angeles shall have any and all other remedies at law or in equity for any breach hereof.

I. The Public Works Board of Commissioners shall promulgate rules and regulations through the Office of Contract Compliance and provide to the awarding authorities electronic and hard copy forms for the implementation of the Affirmative Action Program provisions of City contracts, and rules and regulations and forms shall, so far as practicable, be similar to those adopted in applicable Federal Executive Orders. No other rules, regulations or forms may be used by an awarding authority of the City to accomplish this contract compliance program.

J. Nothing contained in City contracts shall be construed in any manner so as to require or permit any act which is prohibited by law.

K. The contractor shall submit an Affirmative Action Plan which shall meet the requirements of this chapter at the time it submits its bid or proposal or at the time it registers to do business with the City. The plan shall be subject to approval by the Office of Contract Compliance prior to award of the contract. The awarding authority may also require contractors and suppliers to take part in a pre-registration, pre-bid, pre-proposal, or pre-award conference in order to develop, improve

or implement a qualifying Affirmative Action Plan. Affirmative Action Programs developed pursuant to this section shall be effective for a period of twelve months from the date of approval by the Office of Contract Compliance. In case of prior submission of a plan, the contractor may submit documentation that it has an Affirmative Action Plan approved by the Office of Contract Compliance within the previous twelve months. If the approval is 30 days or less from expiration, the contractor must submit a new Plan to the Office of Contract Compliance and that Plan must be approved before the contract is awarded.

(1) Every contract of \$5,000 or more which may provide construction, demolition, renovation, conservation or major maintenance of any kind shall in addition comply with the requirements of Section 10.13 of the Los Angeles Administrative Code.

(2) A contractor may establish and adopt as its own Affirmative Action Plan, by affixing his or her signature thereto, an Affirmative Action Plan prepared and furnished by the Office of Contract Compliance, or it may prepare and submit its own Plan for approval.

L. The Office of Contract Compliance shall annually supply the awarding authorities of the City with a list of contractors and suppliers who have developed Affirmative Action Programs. For each contractor and supplier the Office of Contract Compliance shall state the date the approval expires. The Office of Contract Compliance shall not withdraw its approval for any Affirmative Action Plan or change the Affirmative Action Plan after the date of contract award for the entire contract term without the mutual agreement of the awarding authority and the contractor.

M. The Affirmative Action Plan required to be submitted hereunder and the pre-registration, pre-bid, pre-proposal or pre-award conference which may be required by the Board of Public Works, Office of Contract Compliance or the awarding authority shall, without limitation as to the subject or nature of employment activity, be concerned with such employment practices as:

1. Apprenticeship where approved programs are functioning and other on-the-job training for non-apprenticeable occupations;

2. Classroom preparation for the job when not apprenticeable;

3. Pre-apprenticeship education and preparation;

4. Upgrading training and opportunities;

5. Encouraging the use of contractors, subcontractors and suppliers of all racial and ethnic groups, provided, however, that any contract subject to this ordinance shall require the contractor, subcontractor or supplier to provide not less than the prevailing wage, working conditions and practices generally observed in private industries in the contractor's, subcontractor's or supplier's geographical area for such work;

6. The entry of qualified women, minority and all other journeymen into the industry; and

7. The provision of needed supplies or job conditions to permit persons with disabilities to be employed, and minimize the impact of any disability.

N. Any adjustments which may be made in the contractor's or supplier's work force to achieve the requirements of the City's Affirmative Action Contract

Compliance Program in purchasing and construction shall be accomplished by either an increase in the size of the work force or replacement of those employees who leave the work force by reason of resignation, retirement or death and not by termination, layoff, demotion or change in grade.

O. Affirmative Action Agreements resulting from the proposed Affirmative Action Plan or the pre-registration, pre-bid, pre-proposal or pre-award conferences shall not be confidential and may be publicized by the contractor at his or her discretion. Approved Affirmative Action Agreements become the property of the City and may be used at the discretion of the City in its Contract Compliance Affirmative Action Program.

P. This ordinance shall not confer upon the City of Los Angeles or any Agency, Board or Commission thereof any power not otherwise provided by law to determine the legality of any existing collective bargaining agreement and shall have application only to discriminatory employment practices by contractors or suppliers engaged in the performance of City contracts.

Q. All contractors subject to the provisions of this section shall include a like provision in all subcontracts awarded for work to be performed under the contract with the City and shall impose the same obligations, including but not limited to filing and reporting obligations, on the subcontractors as are applicable to the contractor. Failure of the contractor to comply with this requirement or to obtain the compliance of its subcontractors with all such obligations shall subject the contractor to the imposition of any and all sanctions allowed by law, including but not limited to termination of the contractor's contract with the City.

Section History: Amended by Ord. No. 147,030, Eff. 4-28-75; Paragraphs A., B., C., Ord. No. 164,516, Eff. 4-13-89; Paragraphs B. and C., Ord. No. 168,244, Eff. 10-18-92; Title and Section, Ord. No. 173,186, Eff. 5-22-00; Subsec. F, Ord. No. 173,285, Eff. 6-26-00, Oper. 7-1-00.

# Assignment of Anti-Trust Claims

## **GOVERNMENT CODE**

### **SECTION 4550-4554**

4550. As used in this chapter:

(a) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the state or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

(b) "Public purchasing body" means the state or the subdivision or agency making a public purchase.

4552. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder.

The preceding provisions of this section shall be included in full in any specifications for the public purchase and shall be included in full in the bid agreement or general provisions incorporated into the bid agreement.

4553. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery.

In state contracts, the preceding provisions of this section shall be included in full in any specifications for the public purchase and shall be included in full in the bid agreement or general provisions incorporated into the bid agreement.

4554. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action.

In state contracts, the preceding provisions of this section shall be included in full in any specifications for the public purchase and shall be included in full in the bid agreement or general provisions incorporated into the bid agreement.

# Bidder Contributions

# **ATTENTION:**

The following CEC Form 55 *must* be signed on page 3. If you fail to sign the form or if you submit an incomplete CEC Form 55, your proposal/bid will be deemed nonresponsive.



City Ethics Commission  
 200 N. Spring Street  
 City Hall - 24th Floor  
 Los Angeles, CA 90012  
 Mail Stop 875  
 (213) 475-1569

# Bidder Contributions CEC Form 55

**ALL BOXES MUST BE COMPLETED. PLEASE TYPE OR PRINT LEGIBLY.**

**Bid/Contract Number** (or other identifying information if no number):

**Date Bid Submitted:**

**Description of Contract:**

**Awarding Authority (Department):**

### BIDDER

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email (optional):** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**State Contractor I.D.:** \_\_\_\_\_

*Must be disclosed for identification purposes, even if not performing work on this contract under that license. If the bidder does not have a state contractor I.D., indicate "not applicable".*

### PRINCIPALS

Please identify the names and titles of all principals (attach additional sheets if necessary). Principals include a bidder's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of those positions. Principals also include individuals who hold an ownership interest in the bidder of at least 20 percent and employees of the bidder who are authorized by the bid or proposal to represent the bidder before the City.

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_ additional sheets are attached.

Bidder is an individual with no principals.





City Ethics Commission  
 200 N Spring Street  
 City Hall - 24th Floor  
 Los Angeles, CA 90012  
 Mail Stop 129  
 (213) 913-1565

# Bidder Contributions CEC Form 55

## SUBCONTRACTORS

Please identify all subcontractors whose subcontracts are worth \$100,000 or more (attach additional sheets if necessary). If the subcontractor has a state contractor license, the I.D. must be disclosed for identification purposes, even if the subcontractor is not performing work on this contract under that license.

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

\_\_\_\_\_ additional sheets are attached.       Bidder has no subcontractors on this bid or proposal whose subcontracts are worth \$100,000 or more.



City Ethics Commission  
 210 N. Spring Street  
 City Hall - 7th Floor  
 Los Angeles, CA 90012  
 Cell Stop 129  
 (213) 478-1980

## Bidder Contributions CEC Form 55

### PRINCIPALS OF SUBCONTRACTORS

Please identify the names and titles of all principals for each subcontractor identified on page 2 (attach additional sheets if necessary). Principals include a subcontractor's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of those positions. Principals also include individuals who hold an ownership interest in the subcontractor of at least 20 percent and employees of the subcontractor who are authorized by the bid or proposal to represent the subcontractor before the City.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Subcontractor: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Subcontractor: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Subcontractor: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Subcontractor: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Subcontractor: \_\_\_\_\_

Of the subcontractors identified on page 2, the following are individuals with no principals (attach additional sheets if necessary):

Subcontractor: \_\_\_\_\_

Subcontractor: \_\_\_\_\_

\_\_\_\_\_ additional sheets are attached.

Bidder has no subcontractors on this bid or proposal whose subcontracts are worth \$100,000 or more.

### CERTIFICATION

I certify that I understand, will comply with, and have notified my principals and subcontractors of the requirements and restrictions in Los Angeles City Charter section 470(c)(12) and any related ordinances. I understand that I must amend this form within ten business days if the information above changes. I certify under penalty of perjury under the laws of the State of California that the information provided above is true and complete.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

*Under Los Angeles City Charter § 470(c)(12), this form must be submitted to the awarding authority with your bid or proposal. A bid or proposal that does not include a completed Form 55 will be deemed nonresponsive.*

# Child Support Obligations

**Sec. 10.10. Child Support Assignment Orders.**

**a. Definitions.**

1. **Awarding Authority** means a subordinate or component entity or person of the City (such as a City department or Board of Commissioners) that has the authority to enter into a contract or agreement for the provision of goods or services on behalf of the City of Los Angeles.

2. **Contract** means any agreement, franchise, lease or concession including an agreement for any occasional professional or technical personal services, the performance of any work or service, the provision of any materials or supplies, or the rendering of any service to the City of Los Angeles or to the public which is let, awarded or entered into with, or on behalf of, the City of Los Angeles or any awarding authority thereof.

3. **Contractor** means any person, firm, corporation, partnership or any combination thereof which submits a bid or proposal or enters into a contract with any awarding authority of the City of Los Angeles.

4. **Subcontractor** means any person, firm, corporation, partnership or any combination thereof who enters into a contract with a contractor to perform or provide a portion of any contract with the City.

5. **Principal Owner** means any person who owns an interest of 10 percent or more in a contractor or subcontractor as defined herein.

**b. Mandatory Contract Provisions.** Every contract that is let, awarded or entered into with or on behalf of the City of Los Angeles shall contain a provision obligating the contractor or subcontractor to fully comply with all applicable State and Federal employment reporting requirements for the contractor or subcontractor's employees. The contractor or subcontractor will also be required to certify that the principal owner(s) thereof are in compliance with any Wage and Earnings Assignment Orders and Notices of Assignment applicable to them personally, that the contractor or subcontractor will fully comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments in accordance with California Family Code §§5230 *et seq.* and that the contractor or subcontractor will maintain such compliance throughout the term of the contract.

Failure of a contractor or subcontractor to comply with all applicable reporting requirements or to implement lawfully served Wage and Earnings Assignments or Notices of Assignment or failure of the principal owner(s) to comply with any Wage and Earnings Assignments or Notices of Assignment applicable to them personally shall constitute a default under the contract. Failure of the contractor or

subcontractor or principal owner thereof to cure the default within 90 days of notice of such default by the City shall subject the contract to termination.

**c. Notice to Bidders.** Each awarding authority shall be responsible for giving notice of the provisions of this ordinance to those who bid on, or submit proposals for, prospective contracts with the City.

**d. Current Contractor Compliance.** Within 30 days of the operative date of this ordinance, the City, through its operating departments, shall serve upon existing contractors a written request that they and their subcontractors (if any) comply with all applicable State and Federal employment reporting requirements for the contractor and subcontractor's employees, that they certify that the principal owner(s) of the contractor and any subcontractor are in compliance with any Wage and Earnings Assignment Orders and Notices of Assignment applicable to them personally, that the contractor and subcontractor will fully comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments in accordance with California Family Code §§5230 *et seq.* and that the contractor and subcontractor will maintain such compliance throughout the term of the contract.

**e. City's Compliance with California Family Code.** The City shall maintain its compliance with the provisions of California Family Code §§5230 *et seq.* and all other applicable law regarding its obligations as an employer to implement lawfully served Wage and Earnings Assignments and Notices of Assignment.

**f. Report of Employees Names to District Attorney.**

1. The City shall maintain its current practice of assisting the District Attorney's support enforcement activities by annually reporting to the Los Angeles County District Attorney the names of all of its employees and retirees so that the District Attorney may identify those employees and retirees subject to Wage and Earnings Assignment Orders and Notices of Assignment and may establish court orders for support, where appropriate. Should the District Attorney so request it, the City will provide such information on a more frequent basis.

2. All applicants for employment with the City of Los Angeles will be asked to acknowledge their responsibility to comply with any court-ordered support obligations and will be advised of the City's practice of assisting the District Attorney as described in the provisions of Subsection f.1., above.

**SECTION HISTORY**

Added by Ord. No. 172,401, Eff.2-13-99.

# Contractor Responsibility Program



**A. OWNERSHIP AND NAME CHANGES**

1a. In the past five (5) years, has the name of the bidder/proposer (also referred to herein as "your firm") changed?

Yes       No

If Yes, list on Attachment A all prior legal and D.B.A. names used by the bidder/proposer, the addresses of each of the identified entities; and the dates when each identified entity used those names. Additionally, please explain in detail the specific reason(s) for each name change.

1b. In the past five (5) years, has the owner of the sole proprietorship, or any partner in the partnership, or any officer of the corporation engaged in the same or similar type of business as the current firm?

Yes       No

If Yes, list on Attachment A the names of those firms.

**B. FINANCIAL RESOURCES AND RESPONSIBILITY**

2. In the past five (5) years, has your firm ever been the debtor in a bankruptcy proceeding?

Yes       No

If Yes, explain on Attachment A the specific circumstances and dates surrounding each instance.

3. Is your company now in the process of, or in negotiations toward, or in preparations for being sold?

Yes       No

If Yes, explain on Attachment A the specific circumstances, including to whom being sold and principal contact information.

4. In the past five (5) years, has your firm's financial position significantly changed?

Yes       No

If Yes, explain the specific circumstances on Attachment A.

5. In the past five (5) years, has your firm ever been denied bonding?

Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance and include the name of the bonding company.

6. In the past five (5) years, has any bonding company made any payments to satisfy any claims made against a bond issued on your firm's behalf or a firm where you were the principal?

Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance.

**PERFORMANCE HISTORY**

7. In the past five (5) years, has your firm ever defaulted under a contract with a governmental entity or with a private individual or entity?

Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance.

8. In the past five (5) years, has a governmental or private entity or individual terminated your firm's contract prior to completion of the contract?

Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, and principal contact information.

9. In the past five (5) years, has your firm ever failed to meet any scheduled deliverables or milestones?

Yes       No

If Yes, explain on Attachment A the circumstances surrounding each instance, and principal contact information.

10. In the past ten (10) years, has the bidder/proposer had any contracts with any private or governmental entity to perform work which is similar, in any way, to the work to be performed on the contract for which you are bidding or proposing?

Yes       No

If Yes, list on a separate attachment, for each contract listed in response to this question: (a) contract number and dates; (b) awarding authority; (c) contact name and phone number; (d) description and success of performance; and (e) total dollar amount. Include audit information if available.

#### COMPLIANCE

11. In the past five (5) years, has your firm or any of its owners, partners, or officers, been penalized for or been found to have violated any federal, state, or local laws in the performance of a contract, including but not limited to laws regarding health and safety, labor and employment, wage and hours, and licensing laws which affect employees?

Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and the outcome and current status.

12. In the past five (5) years, has your firm ever been debarred or determined to be a non-responsible bidder contractor?

Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and the current status.

#### BUSINESS INTEGRITY

13. In the past five (5) years, has your firm been convicted of, or found liable in a civil suit for making a false claim(s) or material misrepresentation(s) to any private or governmental entity?

Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and the outcome and current status.

14. In the past five (5) years, has your firm or any of its executives, management personnel, and owners been convicted of a crime, including misdemeanors, or been found liable in a civil suit involving the bidding, awarding, or performance of a government contract, or the crime of theft, fraud, embezzlement, perjury, or bribery?

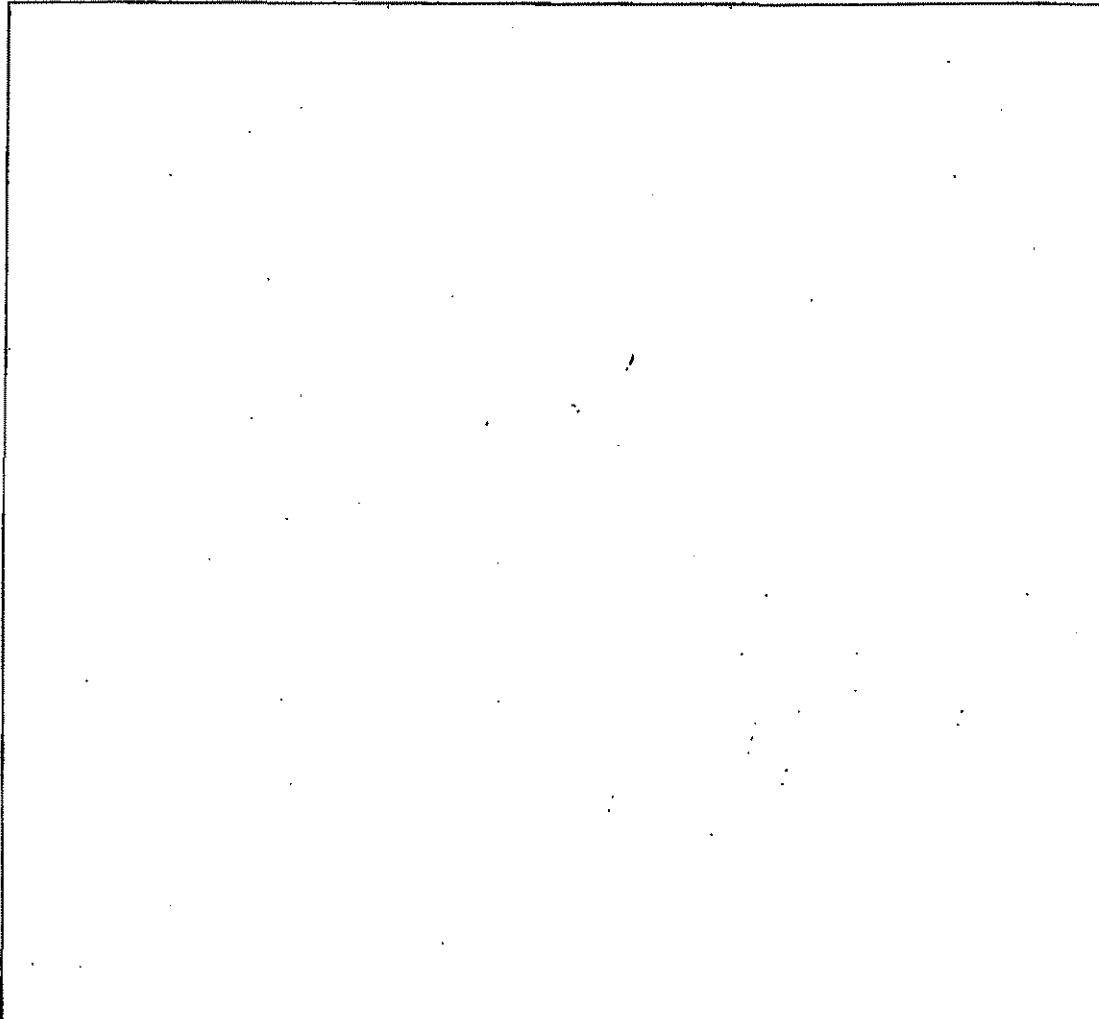
Yes       No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and current status.



**ATTACHMENT "A"**  
**FOR ANSWERS TO QUESTIONS IN SECTIONS A THROUGH E**

Use the space below to provide required additional information or explanation(s). Information submitted on this sheet must be typewritten. Indicate the question for which you are submitting the additional information. Information submitted on this Attachment will be available for public review, except to the extent that such information is exempt from disclosure pursuant to applicable law. Insert additional Attachment A pages as necessary.



**CERTIFICATION UNDER PENALTY OF PERJURY**

I certify under penalty of perjury under the laws of the State of California that I have read and understand the questions contained in this CRP Questionnaire. I further certify that I am responsible for the completeness and accuracy of the answers to each question, and that all information provided in response to this Questionnaire is true to the best of my knowledge and belief.

---

Print Name, Title

Signature

Date

**LOS ANGELES WORLD AIRPORTS  
CONTRACTOR RESPONSIBILITY PROGRAM  
PLEDGE OF COMPLIANCE**

The Los Angeles World Airports (LAWA) Contractor Responsibility Program (Board Resolution #21601) provides that, unless specifically exempted, LAWA contractors working under contracts for services, for purchases, for construction, and for leases, that require the Board of Airport Commissioners' approval shall comply with all applicable provisions of the LAWA Contractor Responsibility Program. Bidders and proposers are required to complete and submit this Pledge of Compliance with the bid or proposal or with an amendment of a contract subject to the CRP. In addition, within 10 days of execution of any subcontract, the contractor shall submit to LAWA this Pledge of Compliance from each subcontractor who has been listed as performing work on the contract.

The contractor agrees to comply with the Contractor Responsibility Program and the following provisions:

- (a) To comply with all applicable Federal, state, and local laws in the performance of the contract, including but not limited to, laws regarding health and safety, labor and employment, wage and hours, and licensing laws which affect employees.
- (b) To notify LAWA within thirty (30) calendar days after receiving notification that any government agency has initiated an investigation that may result in a finding that the contractor is not in compliance with paragraph (a).
- (c) To notify LAWA within thirty (30) calendar days of all findings by a government agency or court of competent jurisdiction that the contractor has violated paragraph (a).
- (d) To provide LAWA within thirty (30) calendar days updated responses to the CRP Questionnaire if any change occurs which would change any response contained within the completed CRP Questionnaire. Note: This provision does not apply to amendments of contracts not subject to the CRP and to subcontractors not required to submit a CRP Questionnaire.
- (e) To ensure that subcontractors working on the LAWA contract shall complete and sign a Pledge of Compliance attesting under penalty of perjury to compliance with paragraphs (a) through (c) herein. To submit to LAWA the completed Pledges.
- (f) To notify LAWA within thirty (30) days of becoming aware of an investigation, violation or finding of any applicable federal, state, or local law involving the subcontractors in the performance of a LAWA contract.
- (g) To cooperate fully with LAWA during an investigation and to respond to request(s) for information within ten (10) working days from the date of the Notice to Respond.

Failure to sign and submit this form to LAWA with the bid/proposal may make the bid/proposal non-responsive.

---

Company Name, Address and Phone Number

---

Signature of Officer or Authorized Representative

Date

---

Print Name and Title of Officer or Authorized Representative

---

CRP Pledge

# Equal Benefits Ordinance

**EBO COMPLIANCE**

**City of Los Angeles**  
Department of Public Works  
Bureau of Contract Administration  
Office of Contract Compliance  
1149 S. Broadway, Suite 300, Los Angeles, CA 90015  
Phone: (213) 847-2625 E-mail: [bca.eeoe@lacity.org](mailto:bca.eeoe@lacity.org)

**EQUAL BENEFITS ORDINANCE COMPLIANCE AFFIDAVIT**

Prime contractors must certify compliance with Los Angeles Administrative Code (LAAC) Section 10.8.2.1 et seq. prior to the execution of a City agreement subject to the Equal Benefits Ordinance (EBO).

**SECTION 1. CONTACT INFORMATION**

Company Name: \_\_\_\_\_ BAVN Company ID # \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Approximate Number of Employees in the United States: \_\_\_\_\_

Approximate Number of Employees in the City of Los Angeles: \_\_\_\_\_

**SECTION 2. EBO REQUIREMENTS**

The EBO requires City Contractors who provide benefits to employees with spouses to provide the same benefits to employees with domestic partners. Domestic Partner means any two adults, of the same or different sex, who have registered as domestic partners with a governmental entity pursuant to state or local law authorizing this registration, or with an internal registry maintained by the employer of at least one of the domestic partners.

Unless otherwise exempt, the contractor is subject to and shall comply with the EBO as follows:

- A. The contractor's operations located within the City limits, regardless of whether there are employees at those locations performing work on the City Contract; and
- B. The contractor's operations located outside of the City limits if the property is owned by the City or the City has a right to occupy the property, and if the contractor's presence at or on the property is connected to a Contract with the City; and
- C. The Contractor's employees located elsewhere in the United States, but outside of the City Limits, if those employees are performing work on the City Contract.

A Contractor must post a copy of the following statement in conspicuous places at its place of business available to employees and applicants for employment:

"During the performance of a Contract with the City of Los Angeles, the Contractor will provide equal benefits to its employees with spouses and its employees with domestic partners."

**EBO COMPLIANCE**

**SECTION 3. COMPLIANCE OPTIONS**

I have read and understand the provisions of the Equal Benefits Ordinance and have determined that this company will comply as indicated below:

- ..... I have no employees.
- ..... I provide no benefits.
- ..... I provide benefits to employees only. Employees are prohibited from enrolling their spouse or domestic partner.
- ..... I provide equal benefits as required by the City of Los Angeles EBO.
- ..... I provide employees with a "Cash Equivalent." Note: The "Cash Equivalent" is the amount of money equivalent to what your company pays for spousal benefits that are unavailable for domestic partners, or vice versa.
- ..... All or some employees are covered by a collective bargaining agreement (CBA) or union trust fund. Consequently, I will provide Equal Benefits to all non-union represented employees, subject to the EBO, and will propose to the affected unions that they incorporate the requirements of the EBO into their CBA upon amendment, extension, or other modification of the CBA.
- ..... Health benefits currently provided do not comply with the EBO. However, I will make the necessary changes to provide Equal Benefits upon my next Open Enrollment period which begins on (Date) \_\_\_\_\_.
- ..... Our current company policies, i.e., family leave, bereavement leave, etc., do not comply with the provisions of the EBO. However, I will make the necessary modifications within three (3) months from the date of this affidavit.

**SECTION 4. DECLARATION UNDER PENALTY OF PERJURY**

I understand that I am required to permit the City of Los Angeles access to and upon request, must provide certified copies of all company records pertaining to benefits, policies and practices for the purpose of investigation or to ascertain compliance with the Equal Benefits Ordinance. Furthermore, I understand that failure to comply with LAAC Section 10.8.2.1 et seq., Equal Benefits Ordinance may be deemed a material breach of any City contract by the Awarding Authority. The Awarding Authority may cancel, terminate or suspend in whole or in part, the contract; monies due or to become due under a contract may be retained by the City until compliance is achieved. The City may also pursue any and all other remedies at law or in equity for any breach. The City may use the failure to comply with the Equal Benefits Ordinance as evidence against the Contractor in actions taken pursuant to the provisions of the LAAC Section 10.40, et seq., Contractor Responsibility Ordinance.

\_\_\_\_\_ will comply with the Equal Benefits Ordinance requirements  
Company Name  
as indicated above prior to executing a contract with the City of Los Angeles and will comply for the entire duration of the contract(s).

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind this entity contractually.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20\_\_\_\_, at \_\_\_\_\_, \_\_\_\_\_  
(City) (State)

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Name of Signatory (please print)  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Mailing Address  
\_\_\_\_\_  
City, State, Zip Code  
\_\_\_\_\_  
EIN/TIN

# Municipal Lobbying Ordinance

CITY OF LOS ANGELES

DEPARTMENT OF AIRPORTS

ADDENDUM 01 dated March 20, 2013

BID NUMBER 113-033 for:

CUSTODIAL SUPPLIES

/X/ The above numbered bid is hereby amended to read as follows:

- RFB Page 7, Termination of Contract for Cause clause has been replaced by:

**TERMINATION OF CONTRACT:**

**FOR CONVENIENCE:**

LAWA may terminate this Contract without cause and without liability for damages, upon giving the Contractor a thirty (30) day advance written notice or as otherwise provided herein.

**FOR CAUSE:**

LAWA may terminate this Contract for cause and without liability for damages as follows:

- A. In the event Contractor fails to abide by the terms, covenants and conditions of this Contract, LAWA shall give Contractor written notice to correct the defect or default and, if the same is not corrected, or substantial steps are not taken toward accomplishing such correction, within ten (10) days after LAWA's mailing such notification, LAWA may terminate this Contract forthwith upon giving Contractor a ten (10) day written notice. LAWA shall be the sole judge of the Contractor's contract performance.
- B. Unscrupulous or illegal conduct by the Contractor or its agents(s) affecting LAWA shall be grounds for immediate and unconditional termination of the contract, with or without further notice. LAWA shall be the sole judge of the Contractor's conduct and the effect of that conduct on LAWA.

Upon notice (written or otherwise) to the Contractor of LAWA's decision to terminate the contract, the Contractor shall be responsible to immediately and forthwith surrender to LAWA, all LAWA property, including items of authority (badges, permits, etc., issued by LAWA) that are in the possession, custody, and care of the Contractor and/or its agent(s).

- RFB pg 6: LOCAL BUSINESS PREFERENCE PROGRAM LBPP Clause has been replaced by:

**LOCAL BUSINESS PREFERENCE PROGRAM (LBPP): CERTIFIED LBE by the City of LA?**

Yes  No

If you checked yes please provide your BAVN Company ID Number here: \_\_\_\_\_

Companies certified as a Local Business Enterprise (LBE) with the City of Los Angeles are eligible to receive an 8% preference (for Local Prime contractors), or up to a 5% preference (for

Local Subcontractors) on LAWA contracts in excess of \$150,000. Please see the attached LBPP document for the program rules.

In order to be given the bid preference as a certified LBE, your **Local Business Certification – Affidavit of Eligibility** must be uploaded to LABAVN and approved by the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance and listed on LABAVN as such *prior* to the bid due date in order to participate in the LBPP.

Certification as an LBE is valid for two years from the date of approval. Applicant firms must be re-certified on a bi-annual basis with the Office of Contract Compliance. For questions concerning the Local Business Preference Program, contact the Office of Contract Compliance at (213) 847-2684.

The bid due date shall remain as Thursday, April 11, 2013, prior to 2.00 PM.

When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the **REVISED BID FORM** with your signed statement to that effect.

Thank you.

  
Ricardo Perez  
Procurement Services.

CC: Bid file  
Cheryl Sampson  
Ricardo Perez  
Harold Combs



**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 02 dated March 28, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follows:**

- **A deadline – cutoff date for Questions and Answers has been set for April 5<sup>th</sup>, 2013.**

**Summary of bidder questions w LAWA responses:**

**03/28/2013 From Waxie Sanitary Supply:**

**Question: (edited) Waxie has inquired as to whether LAWA will accept alternate California APCM 10% content by weight for trash liners.**

**Response: LAWA is opting for the higher standard to improve sustainable landfill diversion for our plastic liner consumption. The 10% by weight number is not an acceptable standard and is not called out in our worksheet specification.**

**03/26/2013 From Waxie Sanitary Supply:**

**Question: (edited) Is LAWA buying the liners direct from E-Poly Star at this time?**

**Response: Our liners come from Unisource. At this time, that is the only contract we have. E-polyStar is the manufacturer supplying liners to Unisource for the LAWA custodial contract.**

**03/26/2013 From Peerless Materials Company:**

**Question: (edited) Please provide pricing history from previous contract.**

**Response: The bid recap report Bid 110-060 Custodial Supplies has a summary at the bottom of the spreadsheet. See LABAVN bid recap posting. This is all public information for the prior custodial supplies contract.**

**03/22/2013 From Performance Safety Group:**

**Question: (edite) Regarding, Latex Gloves – provide makes/models, pricing information.**

**Response:**

**Hospesco GL-L105 FL “ambidexterous” powder free Large = current price \$4.55/bx  
Hospesco GL-V103 PM Large vinyl glove = current price \$2.58 /bx.**

**Bid 113-033  
Custodial Supplies Addenda #02**

No samples will be required until a review of product offerings is requested from the apparent low bidder.

03/22/2013 From Waxie Sanitary Supply:

**Question:** (edited) Request verification of trash liner bag weights. And use of 22x28 liner?

**Response:** LAWA has verified the following trash liner weight per case:

40x46 2.0 mil 200 bags per case = 48.92 Net WT lbs  
26x50 1.5 mil 250 bags per case = 32.40 Net WT lbs  
22x28 1.5 mil 500 bags per case = 30.80 Net WT lbs

The 22"x28" 1.5Mil bag is primarily used for office trash receptacles. LAWA will not change MIL for this bag at this time.

03/11/2013 From OPSolutions:

**Question:** (edited) Request bid price history

**Response:** The bid recap report Bid 110-060 Custodial Supplies has a summary at the bottom of the spreadsheet. This is all public information for the prior custodial supplies contract.

**Question:** (edited) Clarify 100 hour training requirement.

**Response:**

The 100 hours training is necessary for chemical cleaning agent training on-site during the work shift(s). It is not necessary for paper products, but the cleaner and equipment training is a requirement for performance on those portions of the contract. I do not believe that the supervisors will permit DVD training. The worksite areas are located within the various airport terminals, supply rooms and staging areas.

03/11/2013 From CleanSource:

**Question:** (edited) Request price for custodial supplies not listed on current worksheet that appear in precursor contract.

**Response:**

If you have the bid, in the bid there is a spreadsheet with all the items we are requesting bids for. There are 89 line items. If it is not in the bid spreadsheet, then we are not requesting bids for such items.

**Procurement Analyst clarification:** All general use custodial items are listed by part number and specification on the bid worksheet. Other use custodial items may be purchased based upon bid offering off a markup/discount price list supplement as offered by the bidder on page two(2) of the Request for Bid – RFB.

03/07/2013 From Gale Supply:

**Question:** As per our conversation of today, please send me a recap of last years prices.

**Response:** Bid recap report for previous custodial supply bid is posted for public review on LABAVN.  
Bid – Custodial Supplies #110-060.

**03/05/2013 From Acorn Paper:**

**Question:** In regards to the bid referenced above need to know two things.

1. Is this an all or nothing bid
2. And is this a cost plus contract.

**Response:**

1. No this bid may be awarded by commodity category or in its entirety.
2. No this is a firm fixed price bid for line items and contains a discount /markup clause for additional custodial catalog items.

**03/05/2013 From P&R Paper:**

**Question:** (edited) Provide clarification of trash liner weights. Verify net weight per case.  
What is the approximate contract start date?

**Response:**

LAWA has verified the following trash liner weight per case:

40x46 2.0 mil 200 bags per case = 48.92 Net WT lbs

26x50 1.5 mil 250 bags per case = 32.40 Net WT lbs

22x28 1.5 mil 500 bags per case = 30.80 Net WT lbs

Contract will likely start in October/September of 2013 pending BOAC (Board of Airport Commissioner) award of contract.

**The bid due date shall remain as Thursday, April 11, 2013, prior to 2.00 PM.**

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

  
Ricardo Perez  
Procurement Services.

CC: Bid file

Bid 113-033  
Custodial Supplies Addenda #02

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 03 dated April 9, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follows:**

**THE BID DUE DATE HAS BEEN CHANGED TO APRIL 25, 2013, BEFORE 2:00PM PST.**

**This bid extension is made to provide sufficient time to answer questions about the bid.**

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

**If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.**

Thank you.

  
Ricardo Perez  
Procurement Services.

CC: Bid file

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 04 dated April 11, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follow:**

**THE BID DUE DATE HAS BEEN CHANGED TO APRIL 25, 2013, BEFORE 2:00PM PST.**

- 1. This bid extension is made to provide sufficient time to answer questions about the bid.**
- 2. For clarification on the EPP Specification and worksheet, the California Integrated Waste Management Board (CIWMB) as referenced has been reorganized into the CalRecycle government agency. CalRecycle publishes commodity standards and recommendations for green sourcing. Ref: <http://www.calrecycle.ca.gov>**
- 3. Summary of bidder questions with LAWA responses:**

**03/28/2013 From W.W. Grainger:**

**Question: (edited) There are only 90 items on the market basket. Is this contract limited to those items listed on the market basket or will LAWA be able to purchase other Janitorial Supplies?**

**Response: The worksheet lists 90 core use items. On page 2 of the bid proper, your company can provide a discount/markup of other nationally advertised catalog prices for the supply of other custodial supplies. You may choose to provide a list of other nationally advertised brands with percentage discounts or specify a whole percentage discount for your catalog.**

**04/04/2013 From Waxie Sanitary Supply:**

**Question: (edited) Is the PCRC requirement a manufacturer's claim or must the claim be third party verified by a valid accrediting company like UL, Green Seal or SCS?**

**Response: please see # 2 above - CalRecycle an agency of the State of California publishes a list of compliant and non-compliant trash liner manufacturers and wholesalers - <http://www.calrecycle.ca.gov/BuyRecycled/TrashBags/#Compliant>**

**The CalRecycle listed manufacturers/wholesalers can be contacted and asked to comply with the specification requirement for Post Consumer Recycle Content (PCRC). This is a self- certification method with CalRecycle.**

**Bid 113-033  
Custodial Supplies Addenda #04**

**Question: (edited)** In line 39,47 and 48 ... have sourced a product that meets the fragrance free, clear color and green seal specifications. ....This item is also of equal quality. However, this item is packaged slightly different than the item specified. Will LAWA consider this alternative item if it is favorably priced?

**Response:** Item 39 – Foaming Hand Soap, Item 47 Purell 9691-12–Hand Sanitizer , Item 48 – Purell #5491-04, can be substituted so long as the unit of measure and other specification requirements are met. Any hand soap or sanitizer refill substitution will require “no additional cost” supply of replacement dispensers. Approximately 350 dispensers for these commodities exist.

**Question: (edited)** In regards to the Online Ordering which users would you like to have access to that site?

**Response:** LAWA Custodial Supervisors at terminal offices and warehouse storeroom clerks at LAX/ONT.

**Question: (edited)** How many 3M Twist N Fill dispensers are on the wall at LAWA?

**Response:** Estimated number is 350.

04/04/2013 From: W.W. Grainger

**Question: (Edited)** In regard to the Price Adjustment clause on pg. 7, we would like to propose that the Producer Price Index requirement be removed.

**Response:** LAWA Maintenance Services Mgmt. and Procurement Services Mgmt. have determined that this clause will be used for high volume items where a price baseline can be independently established to use during the second and third year of this supply contract. Any price adjustment request over 1% of the PPI will require documentation from the supplier’s source (manufacturer) in order to justify a price increase. Price adjustments will be considered on a case by case basis and allowances will be made once a determination is made by LAWA that the supplier’s documentation does in fact support the price adjustment.

04/05/2013 From: W.W. Grainger

**Question: (edited)** Labeling – will LAWA accept documentation stating the requirements are met? Some of our packaging does not list everything requested, however, we can provide documentation for all products showing “manufacturer, UOM, weight, quantity and certifying environmental logo.”

**Packaging –** our cotton bar towels come in packages of 12 (2.083 lb./pkg). Will LAWA allow us to palletize and wrap our 24 pkgs to equal your 50lb bale requirement?

**Response:** LAWA will require labeling of cartons, packages, cases on all custodial supplies as specified. The various manufacturers should be fully capable of labeling these materials. Alternate documentation will not satisfy our specification requirement.

Bar Towels can be re-package or bundled to meet the bale requirement. Additional palletizing and wrapping of the plastic wrapping of the pallet is required.

04/08/2013 From: Unisource Facilities Supply:

**Question:** (edited) Line item #54 is for powder free vinyl gloves. However the GL-V103PM is a powdered vinyl glove.

**Response:** Addendum 04 will delete the part number of line item's 53 and 54. The general description of a Non-powdered, 5 MIL thick, non-sterile, ambi-dexterous, disposable, large glove in both latex and vinyl will apply. Brand of glove will not be specified.

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

  
Ricardo Pérez  
Procurement Services.

CC: Bid file

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 05 dated April 16, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follow:**

**1. The term of contract has been changed:**

Bids are requested by the City of Los Angeles, Los Angeles World Airports (LAWA) for furnishing the requirements of the City, as may be required, during a period of three (3) years with one (1) option for additional two (2) year renewal from the date of award of contract, for: Custodial Supplies.

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

  
Ricardo Perez  
Procurement Services.

CC: Bid file



**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 06 dated April 17, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follow:**

- 1. The bid worksheet has been revised and corrected to allow for sub-total and grand total summation. Bidders must use the revised bid worksheet when submitting their bid.**
- 2. Bidders are instructed to tender a separate worksheet bid for both the primary line item and the second "or equal" line item . Double line bids which include both the primary line item and "or equal" will result in a higher bid total amount. A second bid worksheet must be submitted where the bid method offers an alternative line item price. All line items per section must also be completed in your alternate bid worksheet or your bid will be considered nonresponsive. Alternate bids will be considered as a second bid.**

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

**If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.**

**Thank you.**

**Ricardo Pérez**  
**Procurement Services.**

**CC: Bid file**

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

BIDDER MUST ENTER ITS NAME HERE \_\_\_\_\_

**IMPORTANT NOTES TO READ BEFORE FILLING THIS WORK SHEET:**

- This is a computer generated worksheet and should be completed on a computer. For each item, enter your bid price under the column entitled **NET UNIT PRICE**. The worksheet will calculate automatically the **EXTENDED PRICE** and the **TOTAL BID PRICE**. Entering price by hand or typing it is **NOT** recommended and will result in extra verification staff time and cost for our agency.
  - Enter your response in the white rows if you bid on the items as specified, **USE THE SHADED ROWS BELOW** only for "or equal" items.
  - If bidding "or equal" items in the shaded rows, enter manufacturer name and product or catalog number in the said rows, if this information is missing, your bid response cannot be considered.
  - Enter only one response per item, either in the white row OR in the shaded row. Entering two responses per item will result in an error total of your bid and may render it non responsive.
  - Use this Excel worksheet on the website: [www.labavn.org](http://www.labavn.org). Complete your bid worksheet, save it, print it, and submit it with your bid response. Do not email.
- Note: if applicable, bidder shall also state Total Bid Price from this Worksheet in the bid section entitled: **BID PRICES VERIFICATION WORKSHEET**.

\* NET Unit Price will prevail in the case of Extended Price error.

Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	PPI Index Number Reference (Producer Price Index)	EPP spaces/MSD	EPP spaces/PSD
<b>CUSTODIAL PAPER PRODUCTS</b>									
1	CS or equal	Paper towel, Multi-fold, 9.25"X9.50". White in color. 250 sheet pack. 16 packs per case. Must be original milled, non-converted product. Unisource # U23120.	40,000 40,000	\$0.00 \$0.00	\$0.00 \$0.00	2629	322121-N	EPA	EPA 40-60% post-consumer or Green Seal GS-01, 50% post-consumer
2	CS or equal	Bath tissue, jumbo roll, 2-ply, 2,000' per roll, 3.5" wide, 3" core diameter, white. SCA # T1222A. No added dyes or fragrances. Must be original milled, non-converted product. EcoLogo certified. 6 rolls per case.	10,000 10,000	\$0.00 \$0.00	\$0.00 \$0.00	2616	322121-N	Eco logo; 100% recycled; no dyes or fragrance	Eco logo CCD-082 or EPA 100% recycled w/ 20-60% post-consumer or Green Seal GS-01 25% post-consumer
3	CS or equal	Jr. Jumbo roll bath tissue. 2-ply 1000' roll. White in color. Unisource # U23684 or equal. 8 rolls per case.	24,000 24,000	\$0.00 \$0.00	\$0.00 \$0.00	4821	322121-N	EPA post-consumer standards	EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

BIDDER MUST ENTER ITS NAME HERE \_\_\_\_\_

**IMPORTANT NOTES TO READ BEFORE FILLING THIS WORK SHEET:**

- This is a computer generated worksheet and should be completed on a computer. For each item, enter your bid price under the column entitled **NET UNIT PRICE**. The worksheet will calculate automatically the **EXTENDED PRICE** and the **TOTAL BID PRICE**. Entering price by hand or typing it is **NOT** recommended and will result in extra verification staff time and cost for our agency.
- Enter your response in the white rows if you bid on the items as specified. **USE THE SHADED ROWS BELOW only for "or equal" items.**
- If bidding "or equal" items in the shaded rows, enter manufacturer name and product or catalog number in the said rows. If this information is missing, your bid response cannot be considered.
- Enter only one response per item, either in the white row OR in the shaded row. Entering two responses per item will result in an error total of your bid and may render it non responsive.
- Use this Excel worksheet on the website: [www.lapavm.org](http://www.lapavm.org). Complete your bid worksheet, save it, print it and submit it with your bid response. Do not email.
- Note: If applicable, bidder shall also state Total Bid Price from this Worksheet in the bid section entitled: **BID PRICES VERIFICATION WORKSHEET**.

\* NET Unit Price will prevail in the case of Extended Price error.

Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	RPI Index Number Reference (Producer Price Index)	EPP specs/ MSD	EPP specs/ PSD
4	CS	Paper toilet seat covers. One ply, 1/2 fold disposable. 250 sheet per package. 5,000 count per case. Lifeguard # 4500	4,500 4,500	\$0.00 \$0.00	\$0.00 \$0.00	2620	322121-N		EPA 20-100% recycled + 20-50% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
5	CS	Toilet tissue. 3.9" X 3.75" 750 sheet 2 ply roll. 2.0 " core size. Tork item # TM1604 or equal.	2,000 2,000	\$0.00 \$0.00	\$0.00 \$0.00	5772	322121-N	Eco logo - 100% re-cycled fibers + 25% post-consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
6	CS	Toilet tissue. 4.0" X 3.75" 1000 sheet 1 ply roll. 1.6 " core size. 100% recycled fibers. EcoLogo certified. Tork item # TS1636S or equal. 96 rolls per case.	150 150	\$0.00 \$0.00	\$0.00 \$0.00	5773	322121-N	Eco logo - 100% re-cycled fibers + 25% post-consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
7	CS	Manufactured Rags. 13.2" X 13.5". White, 1/4 fold, 76 sheets per box. 912 sheets per case. Kimberly-Clark # 4120D or equal	300 300	\$0.00 \$0.00	\$0.00 \$0.00	2815			
8	CS	Manufactured Rags. 12.5" X 16.8". White, Bag boxed. 152 sheets per case. Kimberly Clark # 41300 or equal.	1,700	\$0.00	\$0.00	2814			

**CITY OF LOS ANGELES  
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9	CS	Tampax, Tampax vendor style or equal. 100% flushable biodegradable applicator. 500 tubes per case.	110	\$0.00	\$0.00	3415			
10	CS	Feminine napkins. #4, vendor box package. 250 per case. Rochester Midland # 25130973.	150	\$0.00	\$0.00	2513			
11	LBS	Bar towel, new, white cotton, terry cloth bar towels. Low linting. 100% Cotton NEW Turkish bathmops. Terry on both sides (looped surface each side) and hemmed on all four sides. Mostly all white, but some may have green, blue or yellow strips. Roughly 16x19 and 28 - 32 oz., Highly absorbent and good for multiple uses. Must be clean and void of stains, tears, holes and strings. Free of any chemical treatments. Must be packed in a 50 lb Net Weight compressed bale bag. Must be NEW, and not recycled. A&A # B00850 or equal.	65,000	\$0.00	\$0.00	2813			
12	BX	Disposable dust mop sheets. 8" x 12.5 roll. 3M Easy Trap # 55654 or equal.	2,000	\$0.00	\$0.00	5533			
13	CS	Nonperforated roll paper towel. 8" X 800' X 1.5" core diameter. White in color. SCA # RB800. Must be original milled, non-converted product. 6 rolls per case.	7,100	\$0.00	\$0.00	5663	322121-N		EPA 40-60% post-consumer or Green Seal GS-01, 25% post-consumer or Eco logo CCD-086
14	CS	Sanitary napkin, paper liner bag. Rochester Midland # 25025088.	1,300	\$0.00	\$0.00	2301	322121-N		

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15	CS	Non-perforated white roll paper towel. 1,150' per roll. Kimberly Clark, Mod. 6 rolls per case.	1,000	\$0.00	\$0.00	2616	322121-N		EPA 40-60% post-consumer or Eco logo CCD-086 or Green Seal GS-01, 50% post-consumer
<b>SUBTOTAL PAPER PRODUCTS</b>									
<b>CLEANERS/DEGREASERS</b>									
16	CS	3M Twist 'N Fill Bathroom Cleaner Concentrate #44L, 6 per case. Black Or Gray Cap. No Substitute	1,250	\$0.00	\$0.00	5183	0671-0401	Green Seal cert	Green Seal GS-37
17	CS	3M Twist 'N Fill Cleaning Management System #5L Disinfectant Cleaner. Black Or Gray Cap. No Substitute	2,500	\$0.00	\$0.00	5002	0671-0401		
18	CS	3M Twist 'N Fill Cleaning Management System #11L Scotchguard Bonnet Cleaner. Surface cleaner for lightly soiled carpets. Black Or Gray Cap. No Substitute	500	\$0.00	\$0.00	5005	0671-0401		
19	CS	3M Twist 'N Fill Cleaning Management System #13L Deodorizer. Fresh scent fragrance. Black Or Gray Cap. No Substitute	600	\$0.00	\$0.00	5392	0671-0401		

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20	CS	3M Twist 'N Fill Cleaning Management System #27H Scotchguard Extraction Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5010	0671-0401		Carpet and Rug Institute
21	CS	3M Twist 'N Fill Cleaning Management System #28H Scotchguard Pretreatment Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	350	\$0.00	\$0.00	5011	0671-0401		Carpet and Rug Institute
22	CS	3M Twist 'N Fill Cleaning Management System #52L Tile, Grout & Bow Cleaner. Clinging formula. Black Or Gray Cap <b>No Substitute</b>	300	\$0.00	\$0.00	5009	0671-0401		
23	EA	3M Twist 'N Fill Cleaning Management System chemical dispenser. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5776	0671-0401		
24	EA	3M Twist 'N Fill trigger sprayer.	2,500	\$0.00	\$0.00	5406	0671-0401		
or equal	EA	3M Twist 'N Fill bottle with silkscreened #1L glass cleaner label.	300	\$0.00	\$0.00	5401	0671-0401		
25	EA	3M Twist 'N Fill bottle with silkscreened #44L bathroom cleaner disinfectant label.	300	\$0.00	\$0.00	5402	0671-0401		
or equal	EA	3M Twist 'N Fill bottle with silkscreened #5L Quat Disinfectant label.	250	\$0.00	\$0.00	5403	0671-0401		
26	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	250	\$0.00	\$0.00	5404	0671-0401		
or equal	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	400	\$0.00	\$0.00				
27	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	400	\$0.00	\$0.00				
or equal	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	250	\$0.00	\$0.00				
28	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	250	\$0.00	\$0.00				

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29	EA	3M Twist N Fill bottle with silkscreened #13L deodorizer label.	250	\$0.00	\$0.00	5405	0671-0401		
	or equal		250	\$0.00	\$0.00				
30	CS	3M Twist 'N Fill Cleaning Management System #1L glass cleaner. Non-sfreaking formula. 6 bottles per case. Black Or Gray Cap <b>No Substitute</b>	800	\$0.00	\$0.00	5001	0671-0401	Green Seal GS-37	Green Seal GS-37
31	CS	3M Twist 'N Fill Cleaning Management System #8L General Purpose Cleaner. High performance, all-purpose formula. 6 bottles per case. Gray Cap. <b>No substitute.</b>	1,600	\$0.00	\$0.00	5002	0671-0401	Green Seal GS-37	Green Seal GS-37
32	CS	3M Twist 'N Fill Cleaning Management System #24H 3-in-1 Floor Cleaner. Low foaming cleaner. 6 bottles per case. Black Or Gray Cap <b>No Substitute.</b>	1,000	\$0.00	\$0.00	5003	0671-0401	Green Seal GS-37	Green Seal GS-37
33	CS	Ultra durable floor finish remover concentrate. Scotchgard #59242. 1 quart bottle. 6 per case.	100	\$0.00	\$0.00		0671-0401		
	or equal		100						Logo CCD-147
34	CS	3M Gum Remover #34854. 6 bottles of 8oz per case.	100	\$0.00	\$0.00		0671-0401		
	or equal		100						
35	CS	Floor Stripper- Diversey RTD 5547312 or ProStrip 5L RTD	100	\$0.00	\$0.00		0671-0401		Green Seal
	or equal		100	\$0.00	\$0.00				

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36	CS	3M Scotchguard Tile and Grout Protector. 6 quarts per case.	75	\$0.00	\$0.00	5009	0671-0401		SCAQMD Rule 109
or equal			75	\$0.00	\$0.00				
37	CS	3M Peroxide cleaner #34766. 12quarts per case.	50	\$0.00	\$0.00		0671-0401		
or equal			50	\$0.00	\$0.00				
38	CS	Crème cleanser, mild abrasive, disinfectant detergent cleaner. One quart bottles, 12 per case 3M product number 5624-7 or equal.	200	\$0.00	\$0.00	5644	0671-0401		Eco logo CCD-166 or Green Seal CS-37
or equal			200	\$0.00	\$0.00				
39	CS	Foaming hand soap. Fragrance free, color clear. Gojo 1,250ML #5165-03 bottle or equal. 3 bottles per case.	7,000	\$0.00	\$0.00	5665	0671-0401		Green Seal CS-41
or equal			7,000	\$0.00	\$0.00				
40	CS	Stainless steel cleaner. Diversey Inox #4368259. 6 bottles of 32oz per case.	125	\$0.00	\$0.00		0671-0401		
or equal			125	\$0.00	\$0.00				
41	EA	Foaming hand soap dispenser. Push style. ADA compliant. 1,250 ML style. Gojo FMX12 or equal.	750	\$0.00	\$0.00	5778			
or equal			750	\$0.00	\$0.00				
42	CS	Disinfectant spray. Ready to use, phenolic based. 19 oz can. 12 per case. Lennor D-Fen #U23055 or equal.	250	\$0.00	\$0.00	966	0671-0401		
or equal			250	\$0.00	\$0.00				
43	EA	BBP bodily fluid clean up kit. Including absorbent powder, disp. gloves, disp. scoop, red biohazard bag & antiseptic wipes. Impact #7365	50	\$0.00	\$0.00	5783			OSHA (29 CFR 1910.1030); LAWA procedures
or equal			50	\$0.00	\$0.00				



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44	EA	Ekcos Urinal Screens Bristlesor 15mm long, Conical in shape, Density of coverage or a bristle every 4.2mm, Duration or 60 day PLUS, Weight or 5 oz., Area of bristle coverage or 23.86 sq. in. / 153.87 cm <sup>2</sup>	15,000	\$0.00	\$0.00				
or equal			15,000	\$0.00	\$0.00				
45	GL	Oxy Complete. Cleaner/degreaser. 1 gallon container.	400	\$0.00	\$0.00	5779	0671-0401	Green Seal GS-37	Green Seal GS-37
or equal			400	\$0.00	\$0.00				
46	CS	3M #3000 Power Sponge Combo. 20 per case.	150	\$0.00	\$0.00	4461			
or equal			150	\$0.00	\$0.00				
47	CS	Purell #9691-12 hand sanitizer. 8 oz. 12 per case.	150	\$0.00	\$0.00	5745	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
or equal			150	\$0.00	\$0.00				
48	CS	Purell #5491-04, 1,200ml hand sanitizer. 4 per case.	200	\$0.00	\$0.00	5743	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
or equal			200	\$0.00	\$0.00				
49	EA	Purell Sanitizing TFX touch free dispenser or equal. 1200 ML	75	\$0.00	\$0.00	5790	0671-0401		
or equal			75	\$0.00	\$0.00				
50	EA	Hand soap. Bobrick Sureflo pink lotion # B-81212. 12 liter box or container. <b>No Substitute</b>	2,500	\$0.00	\$0.00	5331			

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51	Dozer	Urinal screen with 4 oz enzymatic deodorant block, cherry scent. Alistar #10022573 or equal.	250	\$0.00	\$0.00	5702			
or equal			250	\$0.00	\$0.00				
52	BX	Air Freshener. Non-propellant type with holder. Hospesco Airworks 2.0, fragrance Vineyard. 6 per box.	620	\$0.00	\$0.00	5831			
or equal			620	\$0.00	\$0.00				
<b>SUBTOTAL CLEANERS / DEGREASERS</b>									
<b>PLASTIC/LATEX PRODUCTS</b>									
53	CS	Latex gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL Thick. Size Large. 100 per box. 10 boxes per case. Hopesco GL-V103PL. Large size	1,500	\$0.00	\$0.00	1873			
or equal			1,500	\$0.00	\$0.00				
54	CS	Vinyl gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL thick. 100 per box. 10 boxes per case. Large size. Hopesco GL-V103PM	700	\$0.00	\$0.00	1872			
or equal			700	\$0.00	\$0.00				
55	CS	Trash liner. Poly type, low density 40"x48", clear, 2.0 mil thickness. Single pleat bottom. Flat folded 49 lbs per box. 200 bags per case. ePoly Star.	5,000	\$0.00	\$0.00	2304	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
or equal			5,000	\$0.00	\$0.00				

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56	CS	Trash liner. Poly type, low density, 26"X50", clear, 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs box. 250 bags per case. ePoly Star.	4,000 4,000	\$0.00 \$0.00	\$0.00 \$0.00	2303	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
57	CS	Trash liner. Poly type, low density 22"X28" - Clear - 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs per box. 500 count.	500 500	\$0.00 \$0.00	\$0.00 \$0.00	2302	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
58		LAWA will not accept Net case variances in excess of 1% +/- . Shipments exceeding this Net weight variance will be deemed non-compliant of specifications and returned.	0	\$0.00	\$0.00		0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
<b>SUBTOTAL PLASTIC LATEX PRODUCTS</b>									
<b>MISCELLANEOUS CLEANING SUPPLIES</b>									
59	CS	Scotch-Brite Sienna Diamond floor pads. Size 20". 5 pads per case.	75 75	\$0.00 \$0.00	\$0.00 \$0.00	5804			
60	GL	Floor finish. Johnson Diversy Aquaria #5120870. 1 gallon container.	400 400	\$0.00 \$0.00	\$0.00 \$0.00	5806	0671-0401	Green Seal GS-40	Green Seal logo CCD-147; VOC <20 g/L
61	EA	Mop head, 24 oz, 100% cotton, "Huss", steelhead type, Premier #2112424.	8,000	\$0.00	\$0.00	2368			

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

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62	EA	Mop head, 32 oz, 100% cotton, "Huss", steelhead type. Premier # 2113232.	2,200	\$0.00	\$0.00	2369			
63	EA	Dust mop head. Triangular design, 11"X15" overall. Premier # 51701.	900	\$0.00	\$0.00	2366			
64	EA	Mop handle, steel head, type Premier #40303.	750	\$0.00	\$0.00	5811			
65	EA	Mop handle, 15/16"X60", with triangle head for dust mop. Premier # 53202	450	\$0.00	\$0.00	1915			
66	EA	Mop wringer. Metal down press. Zinc electroplated. 24 - 36 oz mop size. Geerpress #1015.	50	\$0.00	\$0.00	3953			
67	EA	Splash guard mop bucket with casters. 35 quart capacity. Blue in color. Continental # 335-3BL	50	\$0.00	\$0.00	490			
68	EA	Upright corn broom. Parlor style 54". Made of natural fibers. Continental #50317.	300	\$0.00	\$0.00	440			
69	EA	Upright broom. Porter style 33". Made of polypropylene washable bristles. Continental #503600	900	\$0.00	\$0.00	442			
70	CS	Doodlebug Pad holder. Threaded swivel head to accommodate standard brush handles. Includes one white pad and one brown pad. 3M #8472 or equal. 4 per case.	500	\$0.00	\$0.00	4427			

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71	CS	Doodlebug brown pad. 4.5" X 10". 5 per box, 4 bxs per case. 3M #8541 or equal.	200	\$0.00	\$0.00	4422			
	or equal		200	\$0.00	\$0.00				
72	CS	Sponge - Easy erasing pad 2.8" X 4.5" X 1.2". 4 per bag. Scotch-Brite 4004CC or equal. 3 bags per case.	200	\$0.00	\$0.00	4456			
	or equal		200	\$0.00	\$0.00				
73	CS	Power Pad 5.5" X 3.9" non-woven pad. Scotch-Brite No. 2000 or equal. 20 pads per case.	100	\$0.00	\$0.00	5796			
	or equal		100	\$0.00	\$0.00				
74	EA	Swab - toilet bowl. Acid resistant, polypropylene head. Plastic 12" handle. Impact #204.	2,750	\$0.00	\$0.00	5797			
	or equal		2,750	\$0.00	\$0.00				
75	EA	Dustpan - long handle. Continental #912.	550	\$0.00	\$0.00	1133			
	or equal		550	\$0.00	\$0.00				
76	EA	Pail (bucket), plastic 10 quart size with handle. Continental # 8110GY.	125	\$0.00	\$0.00	2542			
	or equal		125	\$0.00	\$0.00				
77	EA	Squegee refill. 22" rubber blade replacement. Ettoree 1427 or equal.	150	\$0.00	\$0.00	3214			
	or equal		150	\$0.00	\$0.00				
78	EA	Squegee refill. 18" rubber blade replacement. Ettoree 1427 or equal.	300	\$0.00	\$0.00	3212			
	or equal		300	\$0.00	\$0.00				
79	EA	Absorbent. Clay type. Must meet USDA, FDA and OSHA standards. 50 lbs bag.	75	\$0.00	\$0.00	3989			
	or equal		75	\$0.00	\$0.00				
80	CS	3M Trizac Scotch-Brite Purple Diamond floor pads. Size 27". 5 pads per case.	120	\$0.00	\$0.00	5801			

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81	CS	3M Trizac, Red Diamond Discs, 5" diameter, #27508, 4 per case.	120	\$0.00	\$0.00	5861			
or equal			175	\$0.00	\$0.00				
82	CS	3M Trizac Blue Diamond Discs, 5" diameter, #27507, 4 per case.	175	\$0.00	\$0.00	5862			
or equal			75	\$0.00	\$0.00				
83	CS	3M Carpet Bonnet Pads, 20" diameter, 5 per case.	75	\$0.00	\$0.00				
or equal			75	\$0.00	\$0.00				
84	CS	Floor pads 17" - Red, 3M #5100 or equal, 5 pads per case.	200	\$0.00	\$0.00	4074			
or equal			200	\$0.00	\$0.00				
85	CS	Floor pads 20" - Red, 3M #5100 or equal, 5 pads per case.	75	\$0.00	\$0.00	4426			
or equal			75	\$0.00	\$0.00				
86	CS	Floor pads 17" - Blue, 3M #5300 or equal, 5 pads per case.	100	\$0.00	\$0.00	4452			
or equal			100	\$0.00	\$0.00				
87	CS	Floor pads 17" - Black, 3M #7200 or equal, 5 pads per case.	100	\$0.00	\$0.00	4423			
or equal			100	\$0.00	\$0.00				
88	CS	Floor pads 20" - Black, 3M #7200 or equal, 5 pads per case.	100	\$0.00	\$0.00	4451			
or equal			100	\$0.00	\$0.00				
89	CS	Floor pads 27" - Aqua, 3M #3100 or equal, 5 pads per case.	150	\$0.00	\$0.00	4079			
or equal			150	\$0.00	\$0.00				
90									

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<b>SUBTOTAL MISCELLANEOUS CLEANING SUPPLIES</b>									
<b>TOTAL BID PRICE</b>									
					\$0.00				
					\$0.00				

CITY OF LOS ANGELES

DEPARTMENT OF AIRPORTS

ADDENDUM 07 dated April 18, 2013

BID NUMBER 113-033 for:

CUSTODIAL SUPPLIES

/X/ The above numbered bid is hereby amended to read as follow:

1. A revised V.2 worksheet has been posted. Bidders must use the revised V.2 bid worksheet when submitting their bid.

When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

Ricardo Perez  
Procurement Services.

CC: Bid file



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<b>CUSTODIAL PAPER PRODUCTS</b>									
1	CS	Paper towel. Multi-fold, 9.25"X9.50". White in color. 250 sheet pack. 16 packs per case. Must be original milled, non-converted product. Unisource # U23120.	40,000	\$0.00	\$0.00	2629	322121-N	EPA	EPA 40-60% post-consumer or Green Seal GS-01, 50% post-consumer
or equal			40,000	\$0.00	\$0.00				
2	CS	Bath tissue, jumbo roll, 2-ply, 2,000' per roll, 3.5" wide, 3" core diameter, white, SCA # TJ1222A. No added dyes or fragrances. Must be original milled, non-converted product. EcoLogo certified. 6 rolls per case.	10,000	\$0.00	\$0.00	2616	322121-N	Eco logo; 100% recycled; no dyes or fragrance	Eco logo CCD-082 or EPA 100% recycled w/ 20-60% post-consumer or Green Seal GS-01 25% post-consumer
or equal			10,000	\$0.00	\$0.00				
3	CS	Jr. Jumbo roll bath tissue. 2-ply 1000' roll. White in color. Unisource # U23684 or equal. 8 rolls per case.	24,000	\$0.00	\$0.00	4821	322121-N	EPA post-consumer standards	EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
or equal			24,000	\$0.00	\$0.00				
4	CS	Paper toilet seat covers. One ply, 1/2 fold disposable. 250 sheet per package. 5,000 count per case. Lifeguard # 4500	4,500	\$0.00	\$0.00	2620	322121-N		EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer

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5	CS	Toilet tissue. 3.9" X 3.75" 750 sheet 2 ply roll. 2.0 " core size. Tork item # TM1604 or equal.	2,000 2,000	\$0.00 \$0.00	\$0.00 \$0.00	5772	322121-N	Eco logo - 100% re- cycled fibers + 25% post- consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20- 60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
6	CS	Toilet tissue. 4.0" X 3.75" 1000 sheet 1 ply roll. 1.6 " core size. 100% recycled fibers. Eco logo certified. Tork item # TS1636S or equal. 96 rolls per case.	150 150	\$0.00 \$0.00	\$0.00 \$0.00	5773	322121-N	Eco logo - 100% re- cycled fibers + 25% post- consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20- 60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
7	CS	Manufactured Rags. 13.2" X 13.5". White, 1/4 fold, 76 sheets per box. 912 sheets per case. Kimberly-Clark # 41200 or equal.	300 300	\$0.00 \$0.00	\$0.00 \$0.00	2815			
8	CS	Manufactured Rags. 12.5" X 16.8". White, Brag boxed. 152 sheets per case. Kimberly Clark # 41300 or equal.	1,700 1,700	\$0.00 \$0.00	\$0.00 \$0.00	2814			
9	CS	Tampax. Tampax vendor style or equal. 100% flushable biodegradable applicator. 500 tubes per case.	110 110	\$0.00 \$0.00	\$0.00 \$0.00	3415			
10	CS	Feminine napkins. #4, vendor box package. 250 per case. Rochester Midland # 25130973.	150 150	\$0.00 \$0.00	\$0.00 \$0.00	2513			

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11	LBS or equal	Bar towel, new, white cotton, terry cloth bar towels. Low linting, 100% Cotton NEW Turkish bar towels. Terry on both sides (looped surface each side) and hemmed on all four sides. Mostly all white, but some may have green, blue or yellow strips. Roughly 16x19 and 28 - 32 oz. Highly absorbent and good for multiple uses. Must be clean and void of stains, tears, holes and strings. Free of any chemical treatments. Must be packed in a 50 lb Net Weight compressed bale bag. Must be NEW, and not recycled. A&A # B00850 or equal.	65,000 65,000	\$0.00 \$0.00	\$0.00 \$0.00	2813			
12	BX or equal	Disposable dust mop sheets. 8" x 125' roll. 3M Easy Trap # 55654 or equal.	2,000 2,000	\$0.00 \$0.00	\$0.00 \$0.00	5533			
13	CS or equal	Nonperforated roll paper towel. 8" X 800' X 1.5" core diameter. White in color. SCA # RB800. Must be original milled, non-converted product. 6 rolls per case.	7,100 7,100	\$0.00 \$0.00	\$0.00 \$0.00	5663	322121-N	EPA 40-60% post-consumer or Green Seal GS-01, 25% post-consumer or Eco logo CCD-086	
14	CS or equal	Sanitary napkin, paper liner bag. Rochester Midland # 25025086.	1,300 1,300	\$0.00 \$0.00	\$0.00 \$0.00	2301	322121-N		
15	CS or equal	Non-perforated white roll paper towel. 1,150' per roll. Kimberly Clark, Mod. 6 rolls per case.	1,000 1,000	\$0.00 \$0.00	\$0.00 \$0.00	2616	322121-N	EPA 40-60% post-consumer or Eco logo CCD-086 or Green Seal GS-01, 50% post-consumer	
<b>SUBTOTAL: PAPER PRODUCTS</b>									

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<b>CLEANERS/DEGREASERS</b>									
16	CS	3M Twist 'N Fill Bathroom Cleaner Concentrate #44L, 6 per case. Black Or Gray Cap. <b>No Substitute</b>	1,250	\$0.00	\$0.00	5183	0671-0401	Green Seal cert	Green Seal GS-37
17	CS	3M Twist 'N Fill Cleaning Management System #5L Disinfectant Cleaner. Black Or Gray Cap. <b>No Substitute</b>	2,500	\$0.00	\$0.00	5002	0671-0401		
18	CS	3M Twist 'N Fill Cleaning Management System #11L Scotchguard Bonnet Cleaner. Surface cleaner for lightly soiled carpets. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5005	0671-0401		
19	CS	3M Twist 'N Fill Cleaning Management System #13L Deodorizer. Fresh scent fragrance. Black Or Gray Cap <b>No Substitute</b>	600	\$0.00	\$0.00	5392	0671-0401		
20	CS	3M Twist 'N Fill Cleaning Management System #27H Scotchguard Extraction Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5010	0671-0401	CRI seal	Carpet and Rug Institute
21	CS	3M Twist 'N Fill Cleaning Management System #28H Scotchguard Pretreatment Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	350	\$0.00	\$0.00	5011	0671-0401	CRI seal	Carpet and Rug Institute

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	EPP Index Reference (Producer Price Index)	EPP space/MSD	EPP #reqs/PSD
22	CS	3M Twist 'N Fill Cleaning Management System #52L Tile, Grout & Bowl Cleaner. Clinging formula. Black Or Gray Cap <b>No Substitute</b>	300	\$0.00	\$0.00	5009	0671-0401		
23	EA	3M Twist 'N Fill Cleaning Management System chemical dispenser. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5776	0671-0401		
24	EA	3M Twist 'N Fill trigger sprayer.	2,500	\$0.00	\$0.00	5406	0671-0401		
or equal			2,500	\$0.00	\$0.00				
25	EA	3M Twist 'N Fill bottle with silkscreened #1L glass cleaner label.	300	\$0.00	\$0.00	5401	0671-0401		
or equal			300	\$0.00	\$0.00				
26	EA	3M Twist 'N Fill bottle with silkscreened #44L bathroom cleaner disinfectant label.	250	\$0.00	\$0.00	5402	0671-0401		
or equal			250	\$0.00	\$0.00				
27	EA	3M Twist 'N Fill bottle with silkscreened #5L Quat Disinfectant label.	400	\$0.00	\$0.00	5403	0671-0401		
or equal			400	\$0.00	\$0.00				
28	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	250	\$0.00	\$0.00	5404	0671-0401		
or equal			250	\$0.00	\$0.00				
29	EA	3M Twist 'N Fill bottle with silkscreened #13L deodorizer label.	250	\$0.00	\$0.00	5405	0671-0401		
or equal			250	\$0.00	\$0.00				
30	C-S	3M Twist 'N Fill Cleaning Management System #1L glass cleaner. Non-streaking formula. 6 bottles per case. Black Or Gray Cap <b>No Substitute</b>	800	\$0.00	\$0.00	5001	0671-0401	Green Seal GS-37	

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31	CS	3M Twist 'N Fill Cleaning Management System #8L General Purpose Cleaner. High performance, all-purpose formula. 6 bottles per case. Or Gray Cap. <b>No substitute.</b>	1,600	\$0.00	\$0.00	5002	0671-0401	Green Seal GS-37	Green Seal GS-37
32	CS	3M Twist 'N Fill Cleaning Management System #24H 3-in-1 Floor Cleaner. Low foaming cleaner. 6 bottles per case. Black Or Gray Cap <b>No Substitute.</b>	1,000	\$0.00	\$0.00	5003	0671-0401	Green Seal GS-37	Green Seal GS-37
33	CS	Ultra durable floor finish remover concentrate. Scotchgard #59242. 1 quart bottle. 6 per case.	100	\$0.00	\$0.00		0671-0401		
34	CS	3M Gum Remover. #34854. 6 bottles of 8oz per case.	100	\$0.00	\$0.00		0671-0401		logo CCD-147
35	CS	Floor Stripper- Diversey RTD 5547312 or ProStrip 5L RTD	100	\$0.00	\$0.00		0671-0401		Green Seal
36	CS	3M Scotchguard Tile and Grout Protector. 6 quarts per case.	75	\$0.00	\$0.00	5009	0671-0401		SCAQMD Rule 109
37	CS	3M Peroxide cleaner #34766. 12quarts per case.	50	\$0.00	\$0.00		0671-0401		
38	CS	Crème cleanser, mild abrasive, disinfectant detergent cleaner. One quart bottles. 12 per case 3M product number 5824-7 or equal.	200	\$0.00	\$0.00	5844	0671-0401		Eco logo CCD-166 or Green Seal GS-37

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39	CS	Foaming hand soap. Fragrance free, color clear. Gojo 1,250ML #5165-03 bottle or equal. 3 bottles per case.	7,000	\$0.00	\$0.00	5885	0671-0401		Green Seal GS-41
or equal			7,000	\$0.00	\$0.00				
40	CS	Stainless steel cleaner. Diversy inox #4368259. 6 bottles of 32oz per case.	125	\$0.00	\$0.00		0671-0401		
or equal			125	\$0.00	\$0.00				
41	EA	Foaming hand soap dispenser. Push style. ADA compliant. 1,250 ML style. Gojo FIX12 or equal.	750	\$0.00	\$0.00	5778			
or equal			750	\$0.00	\$0.00				
42	CS	Disinfectant spray. Ready to use, phenolic based. 19 oz can. 12 per case. Lemon D-Fen #U23055 or equal.	250	\$0.00	\$0.00	966	0671-0401		
or equal			250	\$0.00	\$0.00				
43	EA	BBP bodily fluid clean up kit. Including absorbent powder, disp. gloves, disp. scoop, red biohazard bag & antiseptic wipes. Impact #7353	50	\$0.00	\$0.00	5783			OSHA (29 CFR 1910.1030); LAWA procedures
or equal			50	\$0.00	\$0.00				
44	EA	Ekcos Urinal Screens Bristlesor 15mm long. Conical in shape. Density of coverage or a bristle every 4.2mm. Duration of 60 day PLUS. Weight or 5 oz., Area of bristle coverage or 23.88 sq. in. / 153.87 cm2	15,000	\$0.00	\$0.00				
or equal			15,000	\$0.00	\$0.00				
45	GL	Oxy Complete. Cleaner/degreaser. 1 gallon container.	400	\$0.00	\$0.00	5779	0671-0401	Green Seal GS-37	Green Seal GS-37
or equal			400	\$0.00	\$0.00				
46	CS	3M #3000 Power Sponge Combo. 20 per case.	150	\$0.00	\$0.00	4461			
or equal			150	\$0.00	\$0.00				

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47	CS	Purell #9691-12, hand sanitizer. 8 oz. 12 per case.	150	\$0.00	\$0.00	5745	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
	or equal		150	\$0.00	\$0.00				
48	CS	Purell #5491-04, 1,200ml hand sanitizer. 4 per case.	200	\$0.00	\$0.00	5743	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
	or equal		200	\$0.00	\$0.00				
49	EA	Purell Sanitizing TFX touch free dispenser or equal. 1200 ML	75	\$0.00	\$0.00	5790	0671-0401		
	or equal		75	\$0.00	\$0.00				
50	EA	Hand soap. Bobrick Sureflo pink lotion # B-61212. 12 liter box or container. No Substitute	250	\$0.00	\$0.00	5331			
51	Dozen	Urinal screen with 4 oz enzymatic deodorant block, cherry scent. Aistar #10022573 or equal.	250	\$0.00	\$0.00	5702			
	or equal		250	\$0.00	\$0.00				
52	BX	Air Freshener. Non-propellant type with holder. Hospesco Airworks 2.0, fragrance Vineyard. 6 per box.	620	\$0.00	\$0.00	5831			
	or equal		620	\$0.00	\$0.00				
<b>SUBTOTAL CLEANERS/DEGREASERS</b>									
<b>PLASTIC LATEX PROTECTANTS</b>									
53	CS	Latex gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL Thick. Size Large. 100 per box. 10 boxes per case. Hospesco GL-V103PL. Large size	1,500	\$0.00	\$0.00	1873			



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54	CS	Vinyl gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL thick. 100 per box. Large size. Hopesco GL-V103PM	700	\$0.00	\$0.00	1872			
55	CS	Trash liner. Poly type, low density 40"X46", clear. 2.0 mil thickness. Single pleat bottom. Flat folded 49 lbs per box. 200 bags per case. ePoly Star.	5,000	\$0.00	\$0.00	2304	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
56	CS	Trash liner. Poly type, low density, 26"X50" clear, 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs box. 250 bags per case. ePoly Star.	4,000	\$0.00	\$0.00	2303	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
57	CS	Trash liner. Poly type, low density 22"X28" - Clear - 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs per box. 500 count.	500	\$0.00	\$0.00	2302	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
58		LAWA will not accept Net case variances in excess of 1% +/- . Shipments exceeding this Net weight variance will be deemed non-compliant of specifications and returned.	0	\$0.00	\$0.00		0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
<b>SUBTOTAL PLASTIC, LATEX PRODUCTS</b>									

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<b>MISCELLANEOUS CLEANING SUPPLIES</b>									
59	CS	Scotch-Brite Sierma Diamond floor pads. Size 20". 5 pads per case.	75	\$0.00	\$0.00	5804			
or equal			76	\$0.00	\$0.00				
60	GL	Floor finish. Johnson Diversy Aquaria #5120870. 1 gallon container.	400	\$0.00	\$0.00	5806	0671-0401	Green Seal GS-40	Green Seal GS-40 or Eco logo CCD-147, VOC <20 g/L
or equal			400	\$0.00	\$0.00				
61	EA	Mop head, 24 oz, 100% cotton, "Huss", steelhead type. Premier #2112424.	8,000	\$0.00	\$0.00	2368			
or equal			8,000	\$0.00	\$0.00				
62	EA	Mop head, 32 oz, 100% cotton, "Huss", steelhead type. Premier #2113232.	2,200	\$0.00	\$0.00	2369			
or equal			2,200	\$0.00	\$0.00				
63	EA	Dust mop head. Triangular design, 11"X15" overall. Premier #51701.	900	\$0.00	\$0.00	2366			
or equal			900	\$0.00	\$0.00				
64	EA	Mop handle, steel head, type Premier #40303.	750	\$0.00	\$0.00	5811			
or equal			750	\$0.00	\$0.00				
65	EA	Mop handle, 15/16"X60", with triangle head for dust mop. Premier #53202.	450	\$0.00	\$0.00	1915			
or equal			450	\$0.00	\$0.00				
66	EA	Mop wringer. Metal down press. Zinc electroplated. 24 - 36 oz mop size. Geerpress #T015.	50	\$0.00	\$0.00	3953			
or equal			50	\$0.00	\$0.00				
67	EA	Splash guard mop bucket with casters. 35 quart capacity. Blue in color. Continental # 335-3BL	50	\$0.00	\$0.00	490			
or equal			50	\$0.00	\$0.00				

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68	EA	Upright corn broom. Parlor style 54". Made of natural fibers. Continental #50317.	300	\$0.00	\$0.00	440			
or equal			300	\$0.00	\$0.00				
69	EA	Upright broom. Porter style 39". Made of polypropylene washable bristles. Continental #503600	900	\$0.00	\$0.00	442			
or equal			900	\$0.00	\$0.00				
70	CS	Doodlebug Pad holder. Threaded swivel head to accommodate standard brush handles. Includes one white pad and one brown pad. 3M #6472 or equal. 4 per case.	500	\$0.00	\$0.00	4427			
or equal			500	\$0.00	\$0.00				
71	CS	Doodlebug brown pad. 4.5" X 10". 5 per box, 4 bxs per case. 3M #8541 or equal.	200	\$0.00	\$0.00	4422			
or equal			200	\$0.00	\$0.00				
72	CS	Sponge - Easy erasing pad 2.5" X 4.5" X 1.2". 4 per bag. Scotch-Brite 4004CC or equal. 3 bags per case.	200	\$0.00	\$0.00	4456			
or equal			200	\$0.00	\$0.00				
73	CS	Power Pad 5.5" X 3.9" non-woven pad. Scotch-Brite No. 2000 or equal. 20 pads per case.	100	\$0.00	\$0.00	5796			
or equal			100	\$0.00	\$0.00				
74	EA	Swab - toilet bowl. Acid resistant, polypropylene head. Plastic 12" handle. Impact #204.	2,750	\$0.00	\$0.00	5797			
or equal			2,750	\$0.00	\$0.00				
75	EA	Dustpan - long handle. Continental #912.	550	\$0.00	\$0.00	1133			
or equal			550	\$0.00	\$0.00				
76	EA	Pail (bucket), plastic 10 quart size with handle. Continental # 8110GY.	125	\$0.00	\$0.00	2542			
or equal			125	\$0.00	\$0.00				
77	EA	Squeegee refill. 22" rubber blade replacement. Eftoree 1427 or equal.	150	\$0.00	\$0.00	3214			
or equal			150	\$0.00	\$0.00				

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78	EA	Squeegee refill, 18" rubber blade replacement, Ertoree 1427 or equal.	300	\$0.00	\$0.00	3212		
or equal			300	\$0.00	\$0.00			
79	EA	Absorbent, Clay type, Must meet USDA, FDA and OSHA standards, 50 lbs bag.	75	\$0.00	\$0.00	3989		
or equal			75	\$0.00	\$0.00			
80	CS	3M Trizac Scotch-Brite Purple Diamond floor pads, Size 27", 5 pads per case.	120	\$0.00	\$0.00	6801		
or equal			120	\$0.00	\$0.00			
81	CS	3M Trizac, Red Diamond Discs, 5" diameter, #27508, 4 per case.	175	\$0.00	\$0.00	5861		
or equal			175	\$0.00	\$0.00			
82	CS	3M Trizac Blue Diamond Discs, 5" diameter, #27507, 4 per case.	175	\$0.00	\$0.00	5862		
or equal			175	\$0.00	\$0.00			
83	CS	3M Carpet Bonnet Pads, 20" diameter, 5 per case.	75	\$0.00	\$0.00			
or equal			75	\$0.00	\$0.00			
84	CS	Floor pads 17" - Red, 3M #5100 or equal, 5 pads per case.	200	\$0.00	\$0.00	4014		
or equal			200	\$0.00	\$0.00			
85	CS	Floor pads 20" - Red, 3M #5100 or equal, 5 pads per case.	75	\$0.00	\$0.00	4426		
or equal			75	\$0.00	\$0.00			
86	CS	Floor pads 17" - Blue, 3M #5300 or equal, 5 pads per case.	100	\$0.00	\$0.00	4452		
or equal			100	\$0.00	\$0.00			
87	CS	Floor pads 17" - Black, 3M #7200 or equal, 5 pads per case.	100	\$0.00	\$0.00	4423		
or equal			100	\$0.00	\$0.00			
88	CS	Floor pads 20" - Black, 3M #7200 or equal, 5 pads per case.	100	\$0.00	\$0.00	4451		
or equal			100	\$0.00	\$0.00			
89	CS	Floor pads 27" - Aqua, 3M #3100 or equal, 5 pads per case.	150	\$0.00	\$0.00	4019		
or equal			150	\$0.00	\$0.00			

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

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<p><small>Use this worksheet to provide your bid response for the items listed below. The shaded rows are for "or equal" items. Enter your bid price in the white rows. If you bid on the items as specified, use the shaded rows below only for "or equal" items. Enter only one response per item, either in the white row OR in the shaded row. Entering two responses per item will result in an error total of your bid and may render it non responsive. Use this Excel worksheet on the website: <a href="http://www.labavn.org">www.labavn.org</a>. Complete your bid worksheet, save it, print it and submit it with your bid response. Do not email. Note: If applicable, bidder shall also state Total Bid Price from this Worksheet in the bid section entitled: BID PRICES VERIFICATION WORKSHEET.</small></p>									
<b>SUBTOTAL MISCELLANEOUS CLEANING SUPPLIES</b>					\$0.00				
<b>TOTAL BID PRICE</b>					<b>\$0.00</b>				

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 08 dated April 22, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follow:**

- 1. Worksheet line item #50, Hand Soap, Bobrick Sureflo pink lotion #B-8121, quantity has been changed to 2,500 Ea. The current worksheet quantity of 250 is incorrect. Please delete the quantity on line item 50, column "D" and replace with Qty 2,500. The bidder is further instructed to acknowledge receipt of addenda 8 in their bid.**

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

**If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.**

**Thank you.**

**Ricardo Patez**  
**Procurement Services.**

**CC: Bid file**

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Number	Estimate Number (Product)	Price Index	EP/ Special	EP/ Special/PSD
47	CS	Purell #9991-12, hand sanitizer, 8 oz, 12 per case.	150	\$0.00	\$0.00	5745	0871-0401		Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
	or equal		150	\$0.00	\$0.00					
48	CS	Purell #6491-04, 1,200ml hand sanitizer, 4 per case.	200	\$0.00	\$0.00	5743	0871-0401		Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
	or equal		200	\$0.00	\$0.00					
49	EA	Purell Sanitizing TFX touch free dispenser or equal, 1200 ML	75	\$0.00	\$0.00	5790	0871-0401			
	or equal		75	\$0.00	\$0.00					
50	EA	Hand soap, Bobrick Sureflo pink lotion # B-81212, 12 liter box or container. No Substitute	2,500	\$0.00	\$0.00	5831				
51	Dozen	Urinal screen with 4 oz enzymatic deodorant block, citriny scent.	250	\$0.00	\$0.00	5702				
	or equal		250	\$0.00	\$0.00					
52	BX	Air Freshener, Non-propellant type with holder, Hospesco Airworks 2.0, fragrance Vineyard, 6 per box.	620	\$0.00	\$0.00	5831				
	or equal		620	\$0.00	\$0.00					
<b>SUBTOTAL CLEANERS/DEODORIZERS</b>										
<b>PLASTICS</b>										
53	CS	Latex gloves, Powder free, non-sterile, ambidextrous, disposable, 5 MIL Thick, Size Large, 100 per box, 10 boxes per case, Hospesco GL-17103PL, Large size	1,500	\$0.00	\$0.00	1673				

THIS SHOWS THE CORRECTED QUANTITY

CITY OF LOS ANGELES  
DEPARTMENT OF AIRPORTS

ADDENDUM # 11 BID NO. 113-033

CUSTODIAL SUPPLIES  
LOS ANGELES WORLD AIRPORT

OLD DUE DATE: Thursday, April 25, 2013 at 2:00 p.m.

NEW DUE DATE: Thursday, May 2, 2013 at 2:00 p.m.

XXI

The above mentioned bid is hereby amended per the following:

- 1) Please disregard Addendums 9 and 10. Addendum Nos. 9 and 10 will be removed from [www.labavn.org](http://www.labavn.org). These addendums do not need to be acknowledged in the RFB.
- 2) Extend bid due date and time until Thursday, May 2, 2013 at 2:00 p.m.

NOTE: If you have already submitted your bid, please make necessary revisions on this form or revised page.

If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

  
Karen Tezer  
Departmental Purchasing.



**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	PPI Index Number Reference (Producer Price Index)	EPP specs/MSD	EPP specs/PSD
<b>CUSTODIAL PAPER PRODUCTS</b>									
1	CS or equal	Paper towel. Multi-fold, 9.25"X9.50". White in color. 250 sheet pack. 16 packs per case. Must be original milled, non-converted product. Unisource # U23120.	40,000 40,000	\$0.00 \$0.00	\$0.00 \$0.00	2629	322121-N	EPA	EPA 40-60% post-consumer or Green Seal GS-01, 50% post-consumer
2	CS or equal	Bath tissue, jumbo roll, 2-ply, 2,000' per roll, 3.5" wide, 3" core diameter, white. SCA # TJ1222A. No added dyes or fragrances. Must be original milled, non-converted product. EcoLogo certified. 6 rolls per case.	10,000 10,000	\$0.00 \$0.00	\$0.00 \$0.00	2616	322121-N	Eco logo; 100% recycled; no dyes or fragrance	Eco logo CCD-082 or EPA 100% recycled w/ 20% post-consumer or Green Seal GS-01 25% post-consumer
3	CS or equal	Jr. Jumbo roll bath tissue. 2-ply 1000' roll. White in color. Unisource # U23684 or equal. 8 rolls per case.	24,000 24,000	\$0.00 \$0.00	\$0.00 \$0.00	4821	322121-N	EPA post-consumer standards	EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
4	CS	Paper toilet seat covers. One ply, 1/2 fold disposable. 250 sheet per package. 5,000 count per case. Lifeguard # 4500	4,500	\$0.00	\$0.00	2620	322121-N		EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
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Item # or equal	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	PPI Index Number Reference (Producer Price Index)	EPP specs/ MSD	EPP specs/ PSD
5	CS	Toilet tissue. 3.9" X 3.75" 750 sheet 2 ply roll. 2.0 " core size. Toilet item # TM1604 or equal.	4,500 2,000 2,000	\$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00	5772	322121-N	Eco logo - 100% re- cycled fibers + 25% post- consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20- 60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
6	CS	Toilet tissue. 4.0" X 3.75" 1000 sheet 1 ply roll. 1.6 " core size. 100% recycled fibers. Eco logo certified. Toilet item # TS1636S or equal. 96 rolls per case.	150 150	\$0.00 \$0.00	\$0.00 \$0.00	5773	322121-N	Eco logo - 100% re- cycled fibers + 25% post- consumer fibers	Eco logo CCD-82 or EPA 20-100% recycled + 20- 60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
7	CS	Manufactured Rags. 13.2" X 13.5". White, 1/4 fold, 76 sheets per box. 912 sheets per case. Kimberly-Clark # 41200 or equal	300 300	\$0.00 \$0.00	\$0.00 \$0.00	2815			
8	CS	Manufactured Rags. 12.5" X 16.8". White, Brag boxed. 162 sheets per case. Kimberly Clark # 41300 or equal.	1,700 1,700	\$0.00 \$0.00	\$0.00 \$0.00	2814			
9	CS	Tampax, Tampax vendor style or equal. 100% flushable biodegradable applicator. 500 tubes per case.	110 110	\$0.00 \$0.00	\$0.00 \$0.00	3415			
10	CS	Feminine napkins. #4, vendor box package. 250 per case. Rochester Midland # 25130973.	150 150	\$0.00 \$0.00	\$0.00 \$0.00	2513			

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11	LBS or equal	Bar towel, new, white cotton, terry cloth bar towels. Low linting. 100% Cotton NEW Turkish bathmops. Terry on both sides (looped surface each side) and hemmed on all four sides. Mostly all white, but some may have green, blue or yellow strips. Roughly 16x19 and 28 - 32 oz.. Highly absorbent and good for multiple uses. Must be clean and void of stains, tears, holes and strings. Free of any chemical treatments. Must be packed in a 50 lb Net Weight compressed bale bag. Must be NEW, and not recycled. A&A # B00850 or equal.	65,000 65,000	\$0.00 \$0.00	\$0.00 \$0.00	2813			
12	BX or equal	Disposable dust mop sheets. 8" x 125' roll. 3M Easy Trap # 55654 or equal.	2,000 2,000	\$0.00 \$0.00	\$0.00 \$0.00	5533			
13	CS or equal	Nonperforated roll paper towel. 8" X 800' X 1.5" core diameter. White in color. SCA # RB800. Must be original milled, non-converted product. 6 rolls per case.	7,100 7,100	\$0.00 \$0.00	\$0.00 \$0.00	5663	322121-N		EPA 40-60% post-consumer or Green Seal GS-01, 25% post-consumer or Eco logo CCD-086
14	CS or equal	Sanitary napkin, paper liner bag. Rochester Midland # 25025088.	1,300 1,300	\$0.00 \$0.00	\$0.00 \$0.00	2301	322121-N		
15	CS or equal	Non-perforated white roll paper towel. 1,150' per roll. Kimberly Clark, Mod. 6 rolls per case.	1,000 1,000	\$0.00 \$0.00	\$0.00 \$0.00	2616	322121-N		EPA 40-60% post-consumer or Eco logo CCD-086 or Green Seal GS-01, 50% post-consumer
<b>SUBTOTAL PAPER PRODUCTS</b>					\$0.00				

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<b>CLEANERS/ DE-GREASERS</b>									
16	CS	3M Twist 'N Fill Bathroom Cleaner Concentrate #44L, 6 per case. Black Or Gray Cap. <b>No Substitute</b>	1,250	\$0.00	\$0.00	5183	0671-0401	Green Seal cart	Green Seal GS-37
17	CS	3M Twist 'N Fill Cleaning Management System #5L Disinfectant Cleaner. Black Or Gray Cap. <b>No Substitute</b>	2,500	\$0.00	\$0.00	5002	0671-0401		
18	CS	3M Twist 'N Fill Cleaning Management System #11L Scotchguard Bonnet Cleaner. Surface cleaner for lightly soiled carpets. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5005	0671-0401		
19	CS	3M Twist 'N Fill Cleaning Management System #13L Deodorizer. Fresh scent fragrance. Black Or Gray Cap <b>No Substitute</b>	600	\$0.00	\$0.00	5392	0671-0401		
20	CS	3M Twist 'N Fill Cleaning Management System #27H Scotchguard Extraction Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5010	0671-0401	CRI seal	Carpet and Rug Institute
21	CS	3M Twist 'N Fill Cleaning Management System #28H Scotchguard Pretreatment Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap <b>No Substitute</b>	350	\$0.00	\$0.00	5011	0671-0401	CRI seal	Carpet and Rug Institute

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22	CS	3M Twist N Fill Cleaning Management System #52L Tile, Grout & Bowl Cleaner. Clinging formula. Black Or Gray Cap <b>No Substitute</b>	300	\$0.00	\$0.00	5009	0671-0401		
23	EA	3M Twist N Fill Cleaning Management System chemical dispenser. Black Or Gray Cap <b>No Substitute</b>	500	\$0.00	\$0.00	5776	0671-0401		
24	EA	3M Twist N Fill trigger sprayer.	2,500	\$0.00	\$0.00	5406	0671-0401		
or equal			2,500	\$0.00	\$0.00				
25	EA	3M Twist N Fill bottle with silkscreened #1L glass cleaner label.	300	\$0.00	\$0.00	5401	0671-0401		
or equal			300	\$0.00	\$0.00				
26	EA	3M Twist N Fill bottle with silkscreened #44L bathroom cleaner disinfectant label.	250	\$0.00	\$0.00	5402	0671-0401		
or equal			250	\$0.00	\$0.00				
27	EA	3M Twist N Fill bottle with silkscreened #5L Quat Disinfectant label.	400	\$0.00	\$0.00	5403	0671-0401		
or equal			400	\$0.00	\$0.00				
28	EA	3M Twist N Fill bottle with silkscreened #8L general purpose cleaner label.	250	\$0.00	\$0.00	5404	0671-0401		
or equal			250	\$0.00	\$0.00				
29	EA	3M Twist N Fill bottle with silkscreened #13L deodorizer label.	250	\$0.00	\$0.00	5405	0671-0401		
or equal			250	\$0.00	\$0.00				
30	CS	3M Twist N Fill Cleaning Management System #1L glass cleaner. Non-streaking formula. 6 bottles per case. Black Or Gray Cap <b>No Substitute</b>	800	\$0.00	\$0.00	5001	0671-0401	Green Seal GS-37	Green Seal GS-37

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31	CS	3M Twist N Fill Cleaning Management System #8L General Purpose Cleaner. High performance, all-purpose formula. 6 bottles per case. Black Or Gray Cap. <b>No substitute.</b>	1,600	\$0.00	\$0.00	5002	0671-0401	Green Seal GS-37	Green Seal GS-37
32	CS	3M Twist N Fill Cleaning Management System #24H 3-in-1 Floor Cleaner. Low foaming cleaner. 6 bottles per case. Black Or Gray Cap. <b>No Substitute.</b>	1,000	\$0.00	\$0.00	5003	0671-0401	Green Seal GS-37	Green Seal GS-37
33	CS	Ultra durable floor finish remover concentrate. Scotchgard #59242. 1 quart bottle. 6 per case.	100	\$0.00	\$0.00		0671-0401		
or equal			100	\$0.00	\$0.00				
34	CS	3M Gum Remover. #34854. 6 bottles of 8oz per case.	100	\$0.00	\$0.00		0671-0401		logo CCD-147
or equal			100	\$0.00	\$0.00				
35	CS	Floor Stripper- Diversey RTD 5547312 or ProStrip 5L RTD	100	\$0.00	\$0.00		0671-0401		Green Seal
or equal			100	\$0.00	\$0.00				
36	CS	3M Scotchguard Tile and Grout Protector. 6 quarts per case.	75	\$0.00	\$0.00	5009	0671-0401		SCAQMD Rule 109
or equal			75	\$0.00	\$0.00				
37	CS	3M Peroxide cleaner #34766. 12quarts per case.	50	\$0.00	\$0.00		0671-0401		
or equal			50	\$0.00	\$0.00				
38	CS	Crème cleanser, mild abrasive, disinfectant detergent cleaner. One quart bottles, 12 per case 3M product number 5624-7 or equal.	200	\$0.00	\$0.00	5644	0671-0401		Eco logo CCD-166 or Green Seal GS-37
or equal			200	\$0.00	\$0.00				

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

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39	CS	Foaming hand soap. Fragrance free, color clear. Gojo 1,250ML #5165-03 bottle or equal. 3 bottles per case.	7,000	\$0.00	\$0.00	5665	0671-0401		Green Seal GS-41
or equal			7,000	\$0.00	\$0.00				
40	CS	Stainless steel cleaner. Diversey Inox #4368269. 6 bottles of 32oz per case.	125	\$0.00	\$0.00		0671-0401		
or equal			125	\$0.00	\$0.00				
41	EA	Foaming hand soap dispenser. Push style. ADA compliant. 1,250 ML style. Gojo FMX12 or equal.	750	\$0.00	\$0.00	5778			
or equal			750	\$0.00	\$0.00				
42	CS	Disinfectant spray. Ready to use, phenolic based. 19 oz can. 12 per case. Lemon D-Fen #U23055 or equal.	250	\$0.00	\$0.00	986	0671-0401		
or equal			250	\$0.00	\$0.00				
43	EA	BBP bodily fluid clean up kit. Including absorbent powder, disp. gloves, disp. scoop, red biohazard bag & antiseptic wipes. Impact #7353	50	\$0.00	\$0.00	5783			OSHA (29 CFR 1910.1030); LAWA procedures
or equal			50	\$0.00	\$0.00				
44	EA	Etkos Urinal Screens Bristlesor 15mm long. Conical in shape, Density of coverage or a bristle every 4.2mm. Duration or 60 day PLUS, Weight or 5 oz., Area of bristle coverage or 23.86 sq. in. / 153.87 cm2	15,000	\$0.00	\$0.00				
or equal			15,000	\$0.00	\$0.00				
45	GL	Oxy Complete. Cleaner/degreaser. 1 gallon container.	400	\$0.00	\$0.00	5779	0671-0401	Green Seal GS-37	Green Seal GS-37
or equal			400	\$0.00	\$0.00				
46	CS	3M #3000 Power Sponge Combo. 20 per case.	150	\$0.00	\$0.00	4461			
or equal			150	\$0.00	\$0.00				

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47	CS	Purell #9691-12, hand sanitizer, 8 oz, 12 per case.	150	\$0.00	\$0.00	5745	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
	or equal		150	\$0.00	\$0.00				
48	CS	Purell #5491-04, 1,200ml hand sanitizer, 4 per case.	200	\$0.00	\$0.00	5743	0671-0401	Green Seal cert; Eco logo CCD-170	Green Seal GS-53 or Eco logo CCD-170
	or equal		200	\$0.00	\$0.00				
49	EA	Purell Sanitizing TFX touch free dispenser or equal, 1200 ML.	75	\$0.00	\$0.00	5790	0671-0401		
	or equal		75	\$0.00	\$0.00				
50	EA	Hand soap, Bobrick Sureflo pink lotion # B-81212, 12 liter box or container. <b>No Substitute</b>	250	\$0.00	\$0.00	5331			
51	Dozes	Urinal screen with 4 oz enzymatic deodorant block, cherry scent. Allstar #10022573 or equal.	250	\$0.00	\$0.00	5702			
	or equal		250	\$0.00	\$0.00				
52	BX	Air Freshener, Non-propellant type with holder, Hospesco Airworks 2.0, fragrance Vineyard, 6 per box.	620	\$0.00	\$0.00	5831			
	or equal		620	\$0.00	\$0.00				
<b>SUBTOTAL CLEANERS / DEGREASERS</b>									
<b>PLASTIC, LATEX PRODUCTS</b>									
53	CS	Latex gloves, non-sterile, ambidextrous, disposable, 5 Mil. Thick, Size Large, 100 per box, 10 boxes per case, Hospesco GL-V103PL, Large size	1,500	\$0.00	\$0.00	1873			



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54	CS	Vinyl gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL thick. 100 per box. Large size. Hopesco GL-V103PM	1,500	\$0.00	\$0.00				
	or equal		700	\$0.00	\$0.00	1872			
	or equal		700	\$0.00	\$0.00				
55	CS	Trash liner. Poly type, low density 40"X46", clear, 2.0 mil thickness. Single pleat bottom. Flat folded 49 lbs per box. 200 bags per case. ePoly Star.	5,000	\$0.00	\$0.00	2304	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
	or equal		5,000	\$0.00	\$0.00				
56	CS	Trash liner. Poly type, low density, 26"X50", clear, 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs box. 250 bags per case. ePoly Star.	4,000	\$0.00	\$0.00	2303	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
	or equal		4,000	\$0.00	\$0.00				
57	CS	Trash liner. Poly type, low density 22"X28" - Clear - 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs per box. 500 count.	500	\$0.00	\$0.00	2302	0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
	or equal		500	\$0.00	\$0.00				
58		LAWA will not accept Net case variances in excess of 1% +/- . Shipments exceeding this Net weight variance will be deemed non-compliant of specifications and returned.	0	\$0.00	\$0.00		0915-021622	Cal Recycle	RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
		<b>SUBTOTAL PLASTIC, LATEX PRODUCTS</b>			\$0.00				

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<b>MISCELLANEOUS CLEANING SUPPLIES</b>									
59	CS	Scotch-Brite Sierra Diamond floor pads. Size 20" x 5 pads per case.	75	\$0.00	\$0.00	5804			
or equal			75	\$0.00	\$0.00				
60	GL	Floor finish. Johnson Diversy Aquaria #5120870. 1 gallon container.	400	\$0.00	\$0.00	5806	0671-0401	Green Seal GS-40 or Eco logo CCD-147; VOC -20 g/L	
or equal			400	\$0.00	\$0.00				
61	EA	Mop head, 24 oz, 100% cotton, "H-Iuss", steelhead type. Premier #2112424.	8,000	\$0.00	\$0.00	2366			
or equal			8,000	\$0.00	\$0.00				
62	EA	Mop head, 32 oz, 100% cotton, "H-Iuss", steelhead type. Premier #2113232.	2,200	\$0.00	\$0.00	2369			
or equal			2,200	\$0.00	\$0.00				
63	EA	Dust mop head. Triangular design, 11"X15" overall. Premier #51701.	900	\$0.00	\$0.00	2366			
or equal			900	\$0.00	\$0.00				
64	EA	Mop handle, steel head, type Premier #40303.	750	\$0.00	\$0.00	5811			
or equal			750	\$0.00	\$0.00				
65	EA	Mop handle, 15/16"X60", with triangle head for dust mop. Premier #53202.	450	\$0.00	\$0.00	1915			
or equal			450	\$0.00	\$0.00				
66	EA	Mop wringer. Metal down press. Zinc electroplated. 24 - 36 oz mop size. Geerpress #1015.	50	\$0.00	\$0.00	3953			
or equal			50	\$0.00	\$0.00				
67	EA	Splash guard mop bucket with casters. 35 quart capacity. Blue in color. Continental # 335-3BL.	50	\$0.00	\$0.00	490			
or equal			50	\$0.00	\$0.00				

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68	EA	Upright corn broom. Parlor style 54". Made of natural fibers. Continental #50317.	300	\$0.00	\$0.00	440			
or equal			300	\$0.00	\$0.00				
69	EA	Upright broom. Porter style 39". Made of polypropylene washable bristles. Continental #503600	900	\$0.00	\$0.00	442			
or equal			900	\$0.00	\$0.00				
70	CS	Doodlebug Pad holder. Threaded swivel head to accommodate standard brush handles. Includes one white pad and one brown pad. 3M #6472 or equal. 4 per case.	500	\$0.00	\$0.00	4427			
or equal			500	\$0.00	\$0.00				
71	CS	Doodlebug brown pad. 4.5" X 10". 5 per box, 4 bxs per case. 3M #8541 or equal.	200	\$0.00	\$0.00	4422			
or equal			200	\$0.00	\$0.00				
72	CS	Sponge - Easy erasing pad 2.8" X 4.5" X 1.2". 4 per bag. Scotch-Brite 4004CC or equal. 3 bags per case.	200	\$0.00	\$0.00	4456			
or equal			200	\$0.00	\$0.00				
73	CS	Power Pad 5.5" X 3.9" non-woven pad. Scotch-Brite No. 2000 or equal. 20 pads per case.	100	\$0.00	\$0.00	5796			
or equal			100	\$0.00	\$0.00				
74	EA	Swab - toilet bowl. Acid resistant, polypropylene head. Plastic 12" handle. Impact #204.	2,750	\$0.00	\$0.00	5797			
or equal			2,750	\$0.00	\$0.00				
75	EA	Dustpan - long handle. Continental #912.	550	\$0.00	\$0.00	1133			
or equal			550	\$0.00	\$0.00				
76	EA	Pail (bucket), plastic 10 quart size with handle. Continental # 8110GY.	125	\$0.00	\$0.00	2542			
or equal			125	\$0.00	\$0.00				
77	EA	Squeegee refill. 22" rubber blade replacement. Eitorea 1427 or equal.	150	\$0.00	\$0.00	3214			
or equal			150	\$0.00	\$0.00				

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78	EA	Squeezege refill. 18" rubber blade replacement. Eitores 1427 or equal.	300	\$0.00	\$0.00	3212			
79	EA	Absorbent. Clay type. Must meet USDA, FDA and OSHA standards. 50 lbs bag.	75	\$0.00	\$0.00	3989			
80	CS	3M Trizac Scotch-Brite Purple Diamond floor pads. Size 27" 5 pads per case.	120	\$0.00	\$0.00	5801			
81	CS	3M Trizac, Red Diamond Discs, 5" diameter. #27508. 4 per case.	175	\$0.00	\$0.00	5861			
82	CS	3M Trizac Blue Diamond Discs, 5" diameter. #27507. 4 per case.	175	\$0.00	\$0.00	5862			
83	CS	3M Carpet Bonnet Pads. 20" diameter. 5 per case.	75	\$0.00	\$0.00				
84	CS	Floor pads 17" - Red. 3M #5100 or equal. 5 pads per case.	200	\$0.00	\$0.00	4014			
85	CS	Floor pads 20" - Red. 3M #5100 or equal. 5 pads per case.	75	\$0.00	\$0.00	4426			
86	CS	Floor pads 17" - Blue. 3M #5300 or equal. 5 pads per case.	100	\$0.00	\$0.00	4452			
87	CS	Floor pads 17" - Black. 3M #7200 or equal. 5 pads per case.	100	\$0.00	\$0.00	4423			
88	CS	Floor pads 20" - Black. 3M #7200 or equal. 5 pads per case.	100	\$0.00	\$0.00	4451			
89	CS	Floor pads 27" - Aqua. 3M #3100 or equal. 5 pads per case.	150	\$0.00	\$0.00	4019			

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90		User training shall be provided by successful bidder on all chemicals listed in this section. Training is required on all shifts in all terminals. All training sessions and related literature must be provided in both English and Spanish. Successful bidder must make this training available throughout the contract period.							
<b>SUBTOTAL MISCELLANEOUS CLEANING SUPPLIES</b>					\$0.00				
<b>TOTAL BID PRICE</b>					\$0.00				

RETURN BID IN A SEALED  
ENVELOPE to  
Department of Airports  
Procurement Services Division  
Attention: BID NO. 113-033  
7301 World Way West, 4<sup>th</sup> floor  
Los Angeles, CA 90045

CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS (LAWA)

REQUEST FOR BID (RFB) No. 113-033  
(Show this number on envelope)  
This is not an order!

If you are delivering the bid in person you must allow adequate time to check in at the front desk (valid government issued picture ID is required) and take an elevator to the 4th floor of our building at 7301 World Way West. Bids delivered after the bid closing time will not be opened.

E-mail address: Rperez@lawa.org  
Telephone No. 424-646-7392  
Fax No. 424-646-9274

Quotation must be delivered prior to:  
2:00 PM Thursday, APRIL 11<sup>TH</sup> 2013

### CUSTODIAL SUPPLIES

#### THE FOLLOWING BID MUST BE SIGNED!

If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given; if it is made by a partnership, it must be signed in the partnership name by a member of the firm, and the name and address of each member must be given; and if it is made by a corporation, it must be signed by two authorized corporate officers.

In the case of an S-Corporation where a single officer may occupy multiple officer positions, it is incumbent upon the executive officer to sign and identify those position titles below.

*Bidder understands and agrees that the bidder name submitted below must be the same as the name appearing on the Business Tax Registration Certificate (BTRC) or Vendor Registration Number (VRN) issued by the City of Los Angeles and on the insurance documents submitted to the Los Angeles World Airports (LAWA) if applicable.*

*Bidder further understands and agrees that by signing the bid below they agree to comply with all applicable Administrative Requirements, including but not limited to Declaration of Non-Collusion, Assignment of Anti-Trust Claims, General Conditions and Invoice Instructions, as detailed in the attached Administrative Requirements.*

The undersigned hereby agrees to furnish and deliver the following goods or services in accordance with the conditions, prices, terms and conditions quoted below:

(Print) Bidder's name: Empire Cleaning Supply  
(Bidder's name must be the same as the name on the invoice)

Sole proprietor \_\_\_ Partnership \_\_\_ Corporation

by Name(s) and Title(s)

Robert Cronyn, President  
(Sign with ink or indelible pen)

ROBERT CRONYN, PRESIDENT  
(Sign with ink or indelible pen)

Contact Person: (if different from the above) Rose Potoveru

Street Address: 12821 S. Tequesta St City: Los Angeles State: CA  
Zip Code: 90061

Telephone No.: (310) 217-7449 Fax No.: (310) 715-1166 E-mail Address: rosa.potoveru@gmail.com  
Payment Terms: Net 30 days (minimum 25 days for net bid award consideration)

Bids are requested by the City of Los Angeles, Los Angeles World Airports (LAWA), for furnishing the requirements of the City, as may be required, during a period of three (3) year from the date of award of the contract, for:

**SUPPLY AND DELIVERY OF CUSTODIAL SUPPLIES FOR LAX, ONTARIO AND VAN NUYS AIRPORTS**

in compliance with the bid provisions, the attached specifications and bidder's work sheet.

**BIDDER'S RESPONSIBILITY:**

The bidder must carefully examine the terms of the RFB, attachments, required forms, and any addenda, and evaluate all of the circumstances and conditions affecting its bid response at its own expense. LAWA is not liable for any cost associated with the development, preparation, transmittal, or presentation of any bid or material submitted.

**FIXED PRICE(S):**

The bid is requested in the form of a fixed unit price for the items listed below or on the attached bid prices verification work sheet. Bidder must state the unit bid price(s) in the bid prices verification work sheet. Unless specifications or bid provisions state otherwise, the fixed unit price is to remain unchanged for one (1) year from the date of award of the contract.

**BID PRICES VERIFICATION WORKSHEET:**

(SEE ATTACHED)

In addition to the price verification worksheet a discount/markup from nationally advertised catalog prices must be stated below:

**DISCOUNT / MARKUP OF NATIONALLY ADVERTISED CATALOG PRICES:**

State percentage discount or markup offered on nationally advertised catalog prices for miscellaneous custodial supplies and materials. Specify a whole percentage number not a fractional percentage. Percent will not be calculated in total bid price. 30 %  
Circle (discount) or (markup).


**AWARD OF CONTRACT:**

Award of the contract will be made after investigation of the responsibility of the low bidder. The bid will be awarded to the lowest responsive and responsible bidder meeting the requirements of the specification.

**BID:**

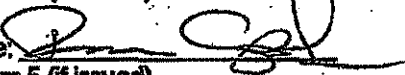
The bid must be made on the bid form provided. The bid must state the amounts for which the bidder proposes to supply all material and perform all work required by the plans and specifications. All blank spaces in the bid must be properly filled in, and the phraseology must not be changed. Any space left blank, any unauthorized addition, condition, limitation, or provision attached to the bid may render it non-responsive and may cause its rejection. Alterations by erasure or interlineation must be explained or noted on the bid over the signature of the bidder. No modification of a bid will be considered. No bid received after the time fixed for receiving them will be considered.

Bidders must acknowledge receipt of all addenda in the space provided below:

Signature:   
Addendum 1 (if issued)

Signature:   
Addendum 4 (if issued)

Signature:   
Addendum 2 (if issued)

Signature:   
Addendum 5 (if issued)

Signature:   
Addendum 3 (if issued)

Signature:   
Addendum 6 (if issued)

After the bids have been opened and declared, *At Addendum 7, 8, 9, 10, 11 received* no bid shall be withdrawn except with the consent of the Executive Director. All bids shall be subject to acceptance by the City for three (3) months.

**BIDDERS CONFERENCE:**

Prospective bidders are invited to a bidders conference at 10:00 a.m. on **TUESDAY MARCH 19<sup>TH</sup> 2013**, at **7301 World Way West, 4<sup>th</sup> Floor, Los Angeles, CA 90045** (see attached map). Bidder should bring two (2) business cards and leave them when signing the bid sign in sheet.

Any site inspection will be conducted after the bidder's conference. Additional information regarding the bidder's conference may be obtained from the Procurement analyst, **Ricardo Perez**, at telephone number 424-646-7392, or by e-mail at **Rperez@lawa.org**. Department personnel will be available to answer questions related to this project.

Sign Language Interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact: Larry Rolon, LAWA ADA Coordinator at (424) 646-5005.

**DIRECTIONS TO THE PROCUREMENT SERVICES DIVISION**

Los Angeles World Airports-7301 World Way West, 4<sup>th</sup> floor, Los Angeles, 90045  
405 (South) or (North) to 105 (West)  
105 (West) to the end. (Imperial Highway)  
Imperial Highway (West) approx. 3 signal lights to Pershing Drive.  
At Pershing Drive, make a Right turn  
Approx. 1000 feet (North) where there will be a sign "World Way West"  
Follow the road on to World Way West. (East)  
Proceed (East) to third signal light at Administration Road, and turn LEFT.



The 9 story high rise building is 7301 – The Procurement Services Division is on the 4<sup>th</sup> floor. You may park in the front or to the East or Rear at 7301. There is additional parking across World Way West at Maintenance Road.

DO NOT park in the Assigned Spaces in front or side of the building.

**CONTRACTOR'S PROBLEM LOG:**

If services and/or delivery fall below an acceptable level, as determined by the Project Manager, (Supt. Victor Rocha or his designated representative), the Project Manager shall notify the contractor in writing of the problems. This notification shall be in the form of a "Notice to Correct Unacceptable Service/Delivery". The contractor shall respond in writing to the Project Manager, indicating what steps are being taken to correct the unacceptable service/delivery. If the unacceptable service/delivery is not corrected after the contractor receives the "Notice to Correct Unacceptable Service/Delivery," payment may be withheld by the City until corrections are made.

If unacceptable service/delivery continues after the contractor receives the "Notice to Correct Unacceptable Service/Delivery" or if the contractor receives three or more such notices, the City may cancel the contract that results from the bid upon giving the contractor a thirty (30) day written notice.

**DELIVERY COSTS:**

Prices quoted shall include all delivery and unloading charges to the City of Los Angeles, Department of Airports, various locations throughout Los Angeles International Airport, CA 90045, Van Nuys Municipal Airport – CA 91406, Ontario/LA Airport - CA 91761. Bidder/contractor owns goods in transit and files any claim with shipper/manufacturer for any loss or damage.

**ESTIMATED EXPENDITURE:**

Total expenditures under this contract are estimated to be \$14,550,000 over 3 years. No guarantee can be given that this total will be reached or that it will not be exceeded. Contractor agrees to furnish more or less at the fixed prices quoted in accordance with actual requirements throughout the contract period.

**GENERAL CONDITIONS:**

The request for bid is subject to the attached "General Conditions"

**HAZARDOUS SUBSTANCES:**

This specification includes products which may contain hazardous substances shown on the list prepared by the Director of Industrial Relations of the State of California pursuant to California Labor Code Sections 6380-6396. A Material Safety Data Sheet (MSDS) prepared in compliance with Title 8, California Administration Code, Section 5194, shall accompany this bid.

If any of the ingredients of the product is a carcinogen as shown on the most current list prepared by the International Agency for Research on Cancer (IARC) bidder shall separately identify such ingredients as a carcinogen. Bidder is advised that the product will not be accepted unless (1) the product may be used safely and (2) no acceptable non-carcinogenic substitute is available.

A copy of the MSDS shall accompany each shipment of the product to a City facility. The product shall be delivered in containers labeled with a common chemical name of the product and the common or technical name of each of the chemical ingredients of the product, together

with a statement of precautions to be taken in the use of the product.

**INVOICE INSTRUCTIONS:**

The request for bid is subject to the attached "Invoice Instructions"

**LIQUIDATED DAMAGES:**

Failure of the Contractor to deliver products within the specified times will result in damages being sustained by Los Angeles World Airports (LAWA). Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive business day beyond the times specified below, the Contractor shall pay to LAWA, or have withheld from monies due it, the sum of \$250 per day, unless otherwise provided in the Specifications.

- Paper products, 5 business days.
- Chemicals, 7 business days.
- Liners, 10 business days.
- Miscellaneous, 7 business days.

Execution of the Contract shall constitute agreement by LAWA and Contractor that \$250 per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to deliver the products within the allotted time. Such sum shall not be construed as a penalty, and may be deducted from payments due the Contractor if such delay occurs.

**PAYMENT TERMS:**

Payment terms are Net 30 days, unless bidder grants the City a discount in the blank spaces after "Payment terms" on the bid signature section of the front page. These terms are considered for net bid award, for payment required by bidder within 25 days, minimum!

**REFERENCES:**

Bidders are required to PRINT below a list of companies/agencies for which they have performed similar work/services and/or supplied goods/equipment under similar conditions as required in this bid, including name of contact person, telephone number/email address, address, date/description of project:

Name contact person	Telephone email	Company/agency	Address	Project
Los Angeles County ISD Linda Zeng	(310) 267-2205 lzeng@isd.lacounty.gov	ISD	1100 N. Eastern Ave	Cont # MA 15 100208-2 Cont # MA 15 43620-8
City of Los Angeles Kimberly Hua	(213) 928-9535 kimberly.hua@lacounty.org	ESD	111 E. First St., LA 90012	Cont # 159186
City of LA Harbor Dept Mike Weisenberger	(213) 792-3679 mweisenberger@portla.org		500 Pier "A", North 101 / 1st Street	Cont # 31390-13

**RIGHT TO REJECT BIDS:**

The City reserves the right to reject any and all bids; to waive any informality in such bids; to advertise for new bids; or to otherwise proceed to fulfill the City's needs.

After the bids have been opened and declared, no bid shall be withdrawn except with the

consent of the City, but the same shall be subject to acceptance by the City for a period of three (3) months.

The City reserves the right to reject a bid/proposal from any company, business, corporation, or individual who is indebted to the City.

**SALES TAX:**

Do not include sales tax in your Bid. Sales Tax will be added at time of order.

**LOCAL BUSINESS PREFERENCE PROGRAM (LBPP): CERTIFIED LBE by the City of LA?**

Yes

No

Companies certified as a Local Business Enterprise (LBE) with the City of Los Angeles are eligible to receive an 8% preference (for Local Prime contractors), or up to a 5% preference (for Local Subcontractors) on LAWA contracts in excess of \$150,000. Please see the attached LBPP document for the program rules.

In order to be given the bid preference as a certified LBE, your Local Business Certification – Affidavit of Eligibility must be uploaded to LABAVN and approved by the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance and listed on LABAVN as such *prior* to the bid due date in order to participate in the LBPP.

Certification as an LBE is valid for two years from the date of approval. Applicant firms must be re-certified on a bi-annual basis with the Office of Contract Compliance. For questions concerning the Local Business Preference Program, contact the Office of Contract Compliance at (213) 847-2684.

**TABULATION OF BID RESULTS:**

Bid results shall be tabulated, usually within one week of the due date of the bid, and are available for public inspection at the front counter of the Procurement Services Division, at 7301 World Way West, 4<sup>th</sup> floor, Los Angeles, CA 90045. Bid results will not be communicated over the telephone or by fax.

Bidders, wishing to obtain bid results, may either:

- attend the public bids opening or
- submit with the bid response a written request referencing the bid number and a self-addressed stamped envelope or
- check the web site [www.labavn.org](http://www.labavn.org). If this is the first time, click on Free Registration and register, upon receiving emailed confirmation of registration, log-in name and password.

To access the bid response(s) tabulation, follow these steps:

Be sure to log on with your LOG ON NAME and PASSWORD.

- The next screen is the BAVN logo and "Search for all Opportunities" below it, click on it.
- The next screen is "Search for Opportunities".

- In the "Status" field, select "Closed"
- In the "Department" field, select "Los Angeles World Airports".
- In the "Category" field, select "All"
- In the "Contract Type" field, select "Request for Bids"
- In the "Interest (NAICS Code)" field, select "All"
- In the "Contract Tracking Number" field, enter the bid number, in the format 111-XXX for formal bids or L10000000 for fax-email bids.
- Click below the tab "Search Opportunities".
- On the next screen "Currently Open", under the "Opportunity" column, identify the bid in question and click on its description.
- On the next screen, bottom area, under "Scope of Work Documents", click on "Bid Recap.pdf".

The next and final screen is the tabulation of response.

**TERMINATION OF CONTRACT FOR CAUSE:**

A) Unsatisfactory contract performance by Contractor or its agent(s) shall be grounds for 30-days written notice to the Contractor of cancellation of the contract by Los Angeles World Airports (LAWA). LAWA shall be the sole judge of the Contractor's contract performance.

B) Unscrupulous or illegal conduct by the Contractor or its agents(s) affecting LAWA shall be grounds for immediate and unconditional cancellation of the contract, with or without further notice.

C) Upon notice (written or otherwise) to the Contractor of LAWA action to cancel the contract, the Contractor shall be responsible to immediately and forthwith surrender to the LAWA, all LAWA property, including items of authority (badges, permits, etc., issued by the LAWA) that are in the possession, custody, and care of the Contractor and/or its agent(s).

**PRICE ADJUSTMENT:**

**PRODUCER PRICE INDEX(ES) (PPI) APPLICABLE TO THE CONTRACT:**

The following index(es) shall be used for annual adjustment of bid prices:

<u>PPI description (Industry and product)</u>	<u>Industry code/Product code</u>
Paper, sanitary tissue, paper products made in paper mills	322121-N
Soap and detergents, commercial, industrial and institutional	0671-0401
Polyethylene refuse bags	0915-021622

The codes are listed in the bid price verification worksheet in the column under the header "PPI Index Number Reference" next to the items to which these indexes apply will be adjusted according to the Price Adjustment Linked to Producer Price Index (PPI). The items without link to a PPI Index will be adjusted according to the Price Agreement Conditions. Both are listed below.

#### **PRICE ADJUSTMENT LINKED TO PRODUCER PRICE INDEX (PPI)**

Contract price adjustments will be linked to the Bureau of Labor Statistics (BLS) Producer Price Index (PPI) for the industry and product(s), and industry code/product code(s) listed separately in the bid or the specification. Adjustments shall take place in accordance with the language listed below.

Reference and back up documentation for any price adjustment request will be based on the PPI as available in the PPI Detail Report on the web site "www.bls.gov/ppi-dr.htm". The contract "base selling price" for each item will be the price quoted by the bidder/contractor on the bid response. The base selling price date will be either the month and year of the bid due date or the month and year of the last price adjustment. The monthly PPI Detailed Report is typically released on the Internet within fifteen days after the end of the month in question (for instance, August 15 for the month of July). BLS also routinely revises PPI data four months after initial publication. Only the original version of the data, not the revised version, will be considered in the price adjustment process.

Contract price adjustments, if any, shall take place annually starting one year from the effective date of the contract. Price adjustment requests may be initiated either by the contractor or LAWA in the form of a written request addressed to the other party. Contractor price adjustment requests shall be submitted to the Procurement Services Division in accordance with the following:

1. A letter by Certified Mail, requesting price adjustments indicating the contractor's name and contract number.
2. The contract price adjustment request must list the contract item(s) to be adjusted, with the original contract base price for each item and the requested adjusted price. A copy of the applicable PPI Detailed Reports justifying the price adjustment(s) must be attached. Copies of the Detailed Report must refer to:
  - The specific industry and product descriptions(s) and industry/product code(s) referenced in the bid in the price adjustment process language:  
Example: (Plywood, 08-3)
  - The month and year of the bid due date (or last adjusted price) and the month and year of the date the request for price adjustment

Procurement Services Division must review and approve any price adjustment request for compliance with the provisions of this bid clause. The adjusted prices will become effective only upon approval by LAWA's Procurement Manager or his/her designee. If approved, a letter will be mailed to the contractor identifying the prices and the effective date of any other price changes.

Should the selected index be permanently discontinued by the BLS or have occasional data gap, LAWA reserves the exclusive right to use the next higher-level series index (for instance from carbon steel scrap, code 429930-11 to ferrous metal scrap, code 429930-1). The next higher-level series index is typically identified with one or less digit(s) than the original index on the [www.bls.gov/ppi-dr.htm](http://www.bls.gov/ppi-dr.htm) web site. Since the price adjustment process is to capture actual price changes, the selected index(es) shall NOT be seasonally adjusted.

The calculation method of the adjusted price shall be by using the percentage resulting from dividing the current index value by the index representing the base period. The simple percentage method shall be used for the calculation, as shown in the following example:

Index at time of calculation	115.5
Divided by base selling price index	110.0
Equals a 5% increase	1.05

Assuming that the base selling price (bid price or previously adjusted price) was \$10.00 it will be increased by 5% to obtain the adjusted price of \$10.50.

An additional adjustment may be made on the product increase/decrease adjustment for transportation costs based on the appropriate PPI index (for example 12/06 – Transportation and Warehousing Industries). Following the above example, if the transportation index increased by 2%, the adjustment would be calculated on the \$0.50 increase, which would adjust the price to \$10.51 ( $\$0.50 \times 2\% = \$0.01$ ).

Index(es) may remain stable or move upward, but it is not uncommon to observe downward changes. LAWA reserves the right to reduce prices based on the PPI. LAWA reserves the exclusive option to cancel any or all items in the contract upon giving the Contractor 30 days advance written notice of the deletion.

#### **PRICE AGREEMENT CONDITIONS:**

Prices charged the City are based on a percentage discount from / mark up to the manufacturer's published price list. Percentage discount/mark up is to remain firm for the duration of the contract. However, manufacturer's price lists are subject to change in accordance with price adjustments made by the manufacturer.

If prices on the price list are raised, LAWA reserves the right to accept such raises or to cancel such items from the contract. LAWA is to be given the benefit of any decline in prices ("decline") immediately upon the manufacturer's effective date of such decline. Changes in price list shall be effective on the date of LAWA's Procurement Services Division written approval, or at a later date designated by the contract. Increases in price lists shall not be retroactive. LAWA will attempt in good faith to issue written approval within 30 days of receipt of the price increase request.

The Request for Bid's ("RFB") specifications, requirements, terms and conditions shall supersede and take precedence over any conflicting conditions in manufacturer's price lists.

#### **- FOR PRINTED OR ELECTRONIC (EXCLUDING INTERNET / ON-LINE) CATALOGS AND PRICE LISTS:**

At time of award of contract three (3) hard copies, 3 CDs, or an electronic version of the latest price list(s) shall be sent to LAWA's Procurement Services Division. The price lists shall show

the contractor's name and the RFB number. Price list(s) shall be submitted at no charge to LAWA.

Subsequent price list updates shall be submitted to the Procurement Services Division by the contractor in accordance with the following:

1. A Certified letter to PSD requesting price list updates shall indicate contractor's name, contract number and published price list(s) date and number.
2. All new price lists shall show manufacturer's name and contract number and shall be submitted with the request to LAWA's Procurement Services Division. Price list updates will become effective only upon approval by LAWA's Procurement Manager or his/her designee. If approved, a letter will be mailed to the contractor identifying the applicable price list and its effective date or any other price changes.

**- FOR INTERNET / ON-LINE CATALOGS AND PRICE LISTS:**

The bidder shall provide, in its bid response, access to a secured (https) website for LAWA Procurement Services Division to identify and confirm product prices online. The online price list must have a cross reference or search function to identify items and prices by Product/Part Number and/or Product Description.

The successful bidder/contractor shall provide website access to all LAWA users (i.e. requesting division, project manager, accounting and/or designee). The website must allow for printing any page on the user's computer screen so as to create a "hard copy" record of the items and prices. City staff is required to print the price page for each item ordered and attach it to their Purchase Order for City auditing purposes.

**- WHEN NO CATALOG OR PRICE LIST EXISTS:**

When manufacturer's price lists do not exist or are not otherwise available for Cost Plus Mark Up contracts, the following shall apply:

Prices charged LAWA are based on a Cost Plus Percentage Mark Up to the contractor's net cost or price, as indicated on invoices from the manufacturer, distributor, sub-supplier, or other supply chain source. Percentage mark-up is to remain firm for the duration of the contract. A copy of each manufacturer's, distributor's, sub-supplier's, or other supply chain source's invoice pertaining to the specific LAWA Contract Purchase Order shall be submitted with the contractor's invoice to the LAWA Accounts Payable. Failure to submit invoice copies may be considered a Breach of Contract, and will result in payment delays, or non-payment of the contractor's invoice.

**Note to bidder:**

Any communication regarding this Request for Bid must be addressed by e-mail to Procurement Analyst Rperez@lawa.org

**ADMINISTRATIVE REQUIREMENTS:**

The attached Administrative Requirements, General Conditions and Invoice Instructions apply to this Bid. Failure by the bidder to retrieve, read, fill out, comply with, when applicable, and return the Administrative Requirements with the bid response, may render the bid non-responsive!

CITY OF LOS ANGELES

DEPARTMENT OF AIRPORTS

ADDENDUM 01 dated March 20, 2013

BID NUMBER 113-033 for:

CUSTODIAL SUPPLIES

/X/ The above numbered bid is hereby amended to read as follows:

- RFB Page 7, Termination of Contract for Cause clause has been replaced by:

TERMINATION OF CONTRACT:

**FOR CONVENIENCE:**

LAWA may terminate this Contract without cause and without liability for damages, upon giving the Contractor a thirty (30) day advance written notice or as otherwise provided herein.

**FOR CAUSE:**

LAWA may terminate this Contract for cause and without liability for damages as follows:

- A. In the event Contractor fails to abide by the terms, covenants and conditions of this Contract, LAWA shall give Contractor written notice to correct the defect or default and, if the same is not corrected, or substantial steps are not taken toward accomplishing such correction, within ten (10) days after LAWA's mailing such notification, LAWA may terminate this Contract forthwith upon giving Contractor a ten (10) day written notice. LAWA shall be the sole judge of the Contractor's contract performance.
- B. Unscrupulous or illegal conduct by the Contractor or its agents(s) affecting LAWA shall be grounds for immediate and unconditional termination of the contract, with or without further notice. LAWA shall be the sole judge of the Contractor's conduct and the effect of that conduct on LAWA.

Upon notice (written or otherwise) to the Contractor of LAWA's decision to terminate the contract, the Contractor shall be responsible to immediately and forthwith surrender to LAWA, all LAWA property, including items of authority (badges, permits, etc., issued by LAWA) that are in the possession, custody, and care of the Contractor and/or its agent(s).

- RFB pg 6: LOCAL BUSINESS PREFERENCE PROGRAM LBPP Clause has been replaced by:

LOCAL BUSINESS PREFERENCE PROGRAM (LBPP): CERTIFIED LBE by the City of LA?

If you checked yes please provide your BAVN Company ID Number here:  Yes  No 12848

Companies certified as a Local Business Enterprise (LBE) with the City of Los Angeles are eligible to receive an 8% preference (for Local Prime contractors), or up to a 5% preference (for



Local Subcontractors) on LAWA contracts in excess of \$150,000. Please see the attached LBPP document for the program rules.

In order to be given the bid preference as a certified LBE, your **Local Business Certification -- Affidavit of Eligibility** must be uploaded to LABAVN and approved by the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance and listed on LABAVN as such *prior* to the bid due date in order to participate in the LBPP.

Certification as an LBE is valid for two years from the date of approval. Applicant firms must be re-certified on a bi-annual basis with the Office of Contract Compliance. For questions concerning the Local Business Preference Program, contact the Office of Contract Compliance at (213) 847-2684.

The bid due date shall remain as **Thursday, April 11, 2013, prior to 2.00 PM.**

When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the **REVISED BID FORM** with your signed statement to that effect.

Thank you.

  
Ricardo Perez  
Procurement Services.

CC: Bid file  
Cheryl Sampson  
Ricardo Perez  
Harold Combs

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 02 dated March 28, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/K/ The above numbered bid is hereby amended to read as follows:**

- **A deadline -- cutoff date for Questions and Answers has been set for April 5<sup>th</sup>, 2013.**

**Summary of bidder questions w LAWA responses:**

**03/28/2013 From Waxie Sanitary Supply:**

**Question: (edited) Waxie has inquired as to whether LAWA will accept alternate California APCM 10% content by weight for trash liners.**

**Response: LAWA is opting for the higher standard to improve sustainable landfill diversion for our plastic liner consumption. The 10% by weight number is not an acceptable standard and is not called out in our worksheet specification.**

**03/26/2013 From Waxie Sanitary Supply:**

**Question: (edited) Is LAWA buying the liners direct from E-Poly Star at this time?**

**Response: Our liners come from Unisource. At this time, that is the only contract we have. E-polyStar is the manufacturer supplying liners to Unisource for the LAWA custodial contract.**

**03/26/2013 From Peerless Materials Company:**

**Question: (edited) Please provide pricing history from previous contract.**

**Response: The bid recap report Bid 110-060 Custodial Supplies has a summary at the bottom of the spreadsheet. See LABAVN bid recap posting. This is all public information for the prior custodial supplies contract.**

**03/22/2013 From Performance Safety Group:**

**Question: (edite) Regarding, Latex Gloves -- provide makes/models, pricing information.**

**Response:**

**Hospeco GL-L105 FL "ambidexterous" powder free Large = current price \$4.55/bx  
Hospeco GL-V103 PM Large vinyl glove = current price \$2.58 /bx.**

**Bid 113-033  
Custodial Supplies Addenda #02**

No samples will be required until a review of product offerings is requested from the apparent low bidder.

03/22/2013 From Waxie Sanitary Supply:

**Question:** (edited) Request verification of trash liner bag weights. And use of 22x28 liner?

**Response:** LAWA has verified the following trash liner weight per case:

40x46 2.0 mil 200 bags per case = 48.92 Net WT lbs  
26x50 1.5 mil 250 bags per case = 32.40 Net WT lbs  
22x28 1.5 mil 500 bags per case = 30.80 Net WT lbs

The 22"x28" 1.5Mil bag is primarily used for office trash receptacles. LAWA will not change MIL for this bag at this time.

03/11/2013 From OPSolutions:

**Question:** (edited) Request bid price history

**Response:** The bid recap report Bid 110-060 Custodial Supplies has a summary at the bottom of the spreadsheet. This is all public information for the prior custodial supplies contract.

**Question:** (edited) Clarify 100 hour training requirement.

**Response:**

The 100 hours training is necessary for chemical cleaning agent training on-site during the work shift(s). It is not necessary for paper products, but the cleaner and equipment training is a requirement for performance on those portions of the contract. I do not believe that the supervisors will permit DVD training. The worksite areas are located within the various airport terminals, supply rooms and staging areas.

03/11/2013 From CleanSource:

**Question:** (edited) Request price for custodial supplies not listed on current worksheet that appear in precursor contract.

**Response:**

If you have the bid, in the bid there is a spreadsheet with all the items we are requesting bids for. There are 89 line items. If it is not in the bid spreadsheet, then we are not requesting bids for such items.

**Procurement Analyst clarification:** All general use custodial items are listed by part number and specification on the bid worksheet. Other use custodial items may be purchased based upon bid offering off a markup/discount price list supplement as offered by the bidder on page two(2) of the Request for Bid - RFB.

03/07/2013 From Gale Supply:

**Question:** As per our conversation of today, please send me a recap of last years prices.

**Response:** Bid recap report for previous custodial supply bid is posted for public review on LABAVN.  
Bid – Custodial Supplies #110-060.

03/05/2013 From Acorn Paper:

**Question:** In regards to the bid referenced above need to know two things.

1. Is this an all or nothing bid
2. And is this a cost plus contract.

**Response:**

1. No this bid may be awarded by commodity category or in its entirety.
2. No this is a firm fixed price bid for line items and contains a discount/markup clause for additional custodial catalog items.

03/05/2013 From P&R Paper:

**Question:** (edited) Provide clarification of trash liner weights. Verify net weight per case.  
What is the approximate contract start date?

**Response:**

LAWA has verified the following trash liner weight per case:

40x46 2.0 mil 200 bags per case = 48.92 Net WT lbs

26x50 1.5 mil 250 bags per case = 32.40 Net WT lbs

22x28 1.5 mil 500 bags per case = 30.80 Net WT lbs

Contract will likely start in October/September of 2013 pending BOAC (Board of Airport Commissioner) award of contract.

The bid due date shall remain as Thursday, April 11, 2013, prior to 2.00 PM.

When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

  
Ricardo Perez  
Procurement Services.

CC: Bid file

Bid 113-033  
Custodial Supplies Addenda #02

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 03 dated April 9, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follows:**

**THE BID DUE DATE HAS BEEN CHANGED TO APRIL 25, 2013, BEFORE 2:00PM PST.**

**This bid extension is made to provide sufficient time to answer questions about the bid.**

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

**If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.**

**Thank you.**

** Ricardo Perez  
Procurement Services.**

**CC: Bid file**

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 04 dated April 11, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follow:**

**THE BID DUE DATE HAS BEEN CHANGED TO APRIL 25, 2013, BEFORE 2:00PM PST.**

- 1. This bid extension is made to provide sufficient time to answer questions about the bid.**
- 2. For clarification on the EPP Specification and worksheet, the California Integrated Waste Management Board (CIWMB) as referenced has been reorganized into the CalRecycle government agency. CalRecycle publishes commodity standards and recommendations for green sourcing. Ref: <http://www.calrecycle.ca.gov>**
- 3. Summary of bidder questions with LAWA responses:**

**03/28/2013 From W.W. Grainger:**

**Question: (edited) There are only 90 items on the market basket. Is this contract limited to those items listed on the market basket or will LAWA be able to purchase other Janitorial Supplies?**

**Response: The worksheet lists 90 core use items. On page 2 of the bid proper, your company can provide a discount/markup of other nationally advertised catalog prices for the supply of other custodial supplies. You may choose to provide a list of other nationally advertised brands with percentage discounts or specify a whole percentage discount for your catalog.**

**04/04/2013 From Waxie Sanitary Supply:**

**Question: (edited) Is the PCRC requirement a manufacturer's claim or must the claim be third party verified by a valid accrediting company like UL, Green Seal or SCS?**

**Response: please see # 2 above - CalRecycle an agency of the State of California publishes a list of compliant and non-compliant trash liner manufacturers and wholesalers - <http://www.calrecycle.ca.gov/BuyRecycled/TrashBags/#Compliant>**

**The CalRecycle listed manufacturers/wholesalers can be contacted and asked to comply with the specification requirement for Post Consumer Recycle Content (PCRC). This is a self-certification method with CalRecycle.**

**Bid 113-033  
Custodial Supplies Addenda #04**

**Question: (edited) In line 39,47 and 48 ... have sourced a product that meets the fragrance free, clear color and green seal specifications. .... This item is also of equal quality. However, this item is packaged slightly different than the item specified. Will LAWA consider this alternative item if it is favorably priced?**

**Response: Item 39 – Foaming Hand Soap, Item 47 Purell 9691-12-Hand Sanitizer , Item 48 – Purell #5491-04, can be substituted so long as the unit of measure and other specification requirements are met. Any hand soap or sanitizer refill substitution will require “no additional cost” supply of replacement dispensers. Approximately 350 dispensers for these commodities exist.**

**Question: (edited) In regards to the Online Ordering which users would you like to have access to that site?**

**Response: LAWA Custodial Supervisors at terminal offices and warehouse storeroom clerks at LAX/ONT.**

**Question: (edited) How many 3M Twist N Fill dispensers are on the wall at LAWA?**

**Response: Estimated number is 350.**

**04/04/2013 From: W.W. Grainger**

**Question: (Edited) In regard to the Price Adjustment clause on pg. 7, we would like to propose that the Producer Price Index requirement be removed.**

**Response: LAWA Maintenance Services Mgmt. and Procurement Services Mgmt. have determined that this clause will be used for high volume items where a price baseline can be independently established to use during the second and third year of this supply contract. Any price adjustment request over 1% of the PPI will require documentation from the supplier's source (manufacturer) in order to justify a price increase. Price adjustments will be considered on a case by case basis and allowances will be made once a determination is made by LAWA that the supplier's documentation does in fact support the price adjustment.**

**04/05/2013 From: W.W. Grainger**

**Question: (edited) Labeling -- will LAWA accept documentation stating the requirements are met? Some of our packaging does not list everything requested, however, we can provide documentation for all products showing “manufacturer, UOM, weight, quantity and certifying environmental logo.”**

**Packaging – our cotton bar towels come in packages of 12 (2.083 lb./pkg). Will LAWA allow us to palletize and wrap our 24 pkgs to equal your 50lb bale requirement?**

**Response: LAWA will require labeling of cartons, packages, cases on all custodial supplies as specified. The various manufacturers should be fully capable of labeling these materials. Alternate documentation will not satisfy our specification requirement.**

Bar Towels can be re-package or bundled to meet the bale requirement. Additional palletizing and wrapping of the plastic wrapping of the pallet is required.

04/08/2013 From: Unisource Facilities Supply:

**Question:** (edited) Line item #54 is for powder free vinyl gloves. However the GL-V103PM is a powdered vinyl glove.

**Response:** Addendum 04 will delete the part number of line item's 53 and 54. The general description of a Non-powdered, 5 MIL thick, non-sterile, ambi-dexterous, disposable, large glove in both latex and vinyl will apply. Brand of glove will not be specified.

When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the **REVISED BID FORM** with your signed statement to that effect.

Thank you.

  
Ricardo Pérez  
Procurement Services.

CC: Bid file



**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 05 dated April 16, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follow:**

**1. The term of contract has been changed:**

**Bids are requested by the City of Los Angeles, Los Angeles World Airports (LAWA) for furnishing the requirements of the City, as may be required, during a period of three (3) years with one (1) option for additional two (2) year renewal from the date of award of contract, for Custodial Supplies.**

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

**If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.**

**Thank you.**

**  
Ricardo Perez  
Procurement Services.**

**CC: Bid file**

CITY OF LOS ANGELES

DEPARTMENT OF AIRPORTS

ADDENDUM 06 dated April 17, 2013

BID NUMBER 113-033 for:

CUSTODIAL SUPPLIES

/X/ The above numbered bid is hereby amended to read as follow:

1. The bid worksheet has been revised and corrected to allow for sub-total and grand total summation. Bidders must use the revised bid worksheet when submitting their bid.
2. Bidders are instructed to tender a separate worksheet bid for both the primary line item and the second "or equal" line item. Double line bids which include both the primary line item and "or equal" will result in a higher bid total amount. A second bid worksheet must be submitted where the bid method offers an alternative line item price. All line items per section must also be completed in your alternate bid worksheet or your bid will be considered nonresponsive. Alternate bids will be considered as a second bid.

When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

  
Ricardo Pérez  
Procurement Services.

CC: Bld file

CITY OF LOS ANGELES

DEPARTMENT OF AIRPORTS

ADDENDUM 07 dated April 18, 2013

BID NUMBER 113-033 for:

CUSTODIAL SUPPLIES

/X/ The above numbered bid is hereby amended to read as follow:

1. A revised V.2 worksheet has been posted. Bidders must use the revised V.2 bid worksheet when submitting their bid.

When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.

**NOTE:**

If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

Ricardo Perez  
Procurement Services.

CC: Bid file

**CITY OF LOS ANGELES**

**DEPARTMENT OF AIRPORTS**

**ADDENDUM 08 dated April 22, 2013**

**BID NUMBER 113-033 for:**

**CUSTODIAL SUPPLIES**

**/X/ The above numbered bid is hereby amended to read as follow:**

- 1. Worksheet line item #50, Hand Soap, Bobrick Sureflo pink lotion #B-8121, quantity has been changed to 2,500 Ea. The current worksheet quantity of 250 is incorrect. Please delete the quantity on line item 50, column "D" and replace with Qty 2,500. The bidder is further instructed to acknowledge receipt of addenda 8 in their bid.**

**When submitting the response to the bid request, bidder must add/substitute the attached bid pages/documents to the original ones.**

**NOTE:**

**If you have already submitted your bid, please make necessary revisions on this form or revised page. If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.**

**Thank you.**

**Richard Perez  
Procurement Services.**

**CC: Bid file**

CITY OF LOS ANGELES  
DEPARTMENT OF AIRPORTS

ADDENDUM # 11 BID NO. 113-033

CUSTODIAL SUPPLIES  
LOS ANGELES WORLD AIRPORT

OLD DUE DATE: Thursday, April 25, 2013 at 2:00 p.m.

NEW DUE DATE: Thursday, May 2, 2013 at 2:00 p.m.

XXI

The above mentioned bid is hereby amended per the following:

- 1) Please disregard Addendums 9 and 10. Addendum Nos. 9 and 10 will be removed from [www.labavn.org](http://www.labavn.org). These addendums do not need to be acknowledged in the RFB.
- 2) Extend bid due date and time until Thursday, May 2, 2013 at 2:00 p.m.

NOTE: If you have already submitted your bid, please make necessary revisions on this form or revised page.

If there are no revisions, please return this form or the REVISED BID FORM with your signed statement to that effect.

Thank you.

  
Karen Tozer  
Departmental Purchasing.

**SUPPLEMENT TO WORKSHEET:**

This RFB offers opportunities in various product categories as described in the bid worksheet. Bidders can bid one or more product categories. Bidders, however, must bid all items per product category for their bid to be considered "responsive". These product categories include:

- A) Custodial Paper Products
- B) Cleaner Degreaser Products
- C) Plastic / Latex Products
- D) Miscellaneous Cleaning Supplies

For "or equal," bid submission line items, bidders shall provide detailed qualifying literature in support of product manufacturer's environmental claims.

~~LAWA reserves the right to make a combined award of all product categories to one bidder or may award separate product categories to various bidders.~~ LAW A also retains the right to reject any bids that fail to conform to the worksheet or specification requirements and environmental certification standards.

**Sustainability Performance Improvement Management System Objectives (SPIMS):**  
 Los Angeles World Airports (LAWA), in conformance with this specification inclusive of the RFB Worksheet seeks to purchase products that meet or exceed the performance, regulatory and Unit of Measure (U/M) criteria as set forth herein.

LAWA requires environmentally friendly products that are certified by federally recognized third party organizations Green Seal and EcoLogo. These organizations evaluate cleaning products employing federally recognized testing, labeling (ISO 14024 standards) and certification methods. These third party EF certification organizations are specified in the bid worksheet accordingly. Any product substitutions offered on an "or equal" basis must conform with one of the national certifying standards in order to be considered.

**Disclosure of Origin requirement:**

For regulatory compliance reporting purposes only as requested by the project manager, the supplier will provide "disclosure of origin" information necessary for the identification of manufacture and material content data, including part number and labeling for specific products within the following product categories:

- A) Paper products
- B) Cleaners and degreasers, detergents, disinfectants, hand soaps, sanitizers, urinal blocks.

**C) Plastic products, specifically waste can liners.**

**Guarantee of Environmental Standard and Material Content:**

Upon request by LAWA custodial project manager, the supplier and manufacturer will provide a guarantee of origin of manufacture, part number, material content including post-consumer recycle content, industrial waste content and other content, and especially with regard to any claim of environmental "green" certification. This letter of guarantee will attest to the conformance to standard and certification(s) claimed by the supplier and manufacturer.

**Labeling requirement:**

All paper, plastic and cleaning products will have a label affixed that identifies the product manufacturer, unit of measure, weight, quantity, certifying environmental logo. This label will be affixed to each case, box, package, bale, bundle and bag. Identifying label information will be required on paper product wrappers (packages) within each case. Plastic liner case labels will specify part number, bag count and box weight. All plastic liners will be folded not rolled.

Material Safety Data Sheets will accompany delivery of all chemical cleaning products and or hazardous materials.

**Packaging requirement:**

All paper and plastic products will be boxed in cardboard. This cardboard must contain a reportable percentage of post-consumer content.

Cotton towels will be baled in 50 lb bales. These bales will be dry and be palletized and wrapped in plastic.

**Palletizing:**

All paper and plastic goods will be palletized on a standard pallet 48" x 40". All pallets will be plastic wrapped.

- A) Multi-fold towels will be stacked 36 cases/pallet = 6 row x 6 high
- B) Jumbo tissue pallets will be stacked 30 cases/pallet = 6 row x 5 high
- C) Jr. Jumbo tissue pallets will be stacked 40 cases / pallet = 10 row x 4 high

**Reporting requirement:**

LAWA Procurement Services and the custodial project manager will require monthly and calendar year end reporting of cleaning product usage, waste reduction, and landfill diversion to record measureable sustainability goals. The reporting requirement will consist of a spreadsheet which sorts products by material category. The following criteria will be required:

1. Manufacturer
2. Certification standard – Green Seal, EcoLogo or other.
3. Weight in pounds, tons, and other unit of measure.
4. Aggregate quantity
5. Pounds and tons per Post Consumer Recycle content.
6. Pounds and tons per Pre industrial waste content.

**Liquidated Damages:**

Failure of the Contractor to deliver products within the specified times will result in damages being sustained by Los Angeles World Airports (LAWA). Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive business day

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beyond the times specified below, the Contractor shall pay to LAWA, or have withheld from monies due it, the sum of \$250 per day, unless otherwise provided in the Specifications.

Paper products, 5 business days.  
Chemicals, 7 business days.  
Liners, 10 business days.  
Miscellaneous, 7 business days.

Execution of the Contract shall constitute agreement by LAWA and Contractor that \$250 per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to deliver the products within the allotted time. Such sum shall not be construed as a penalty, and may be deducted from payments due the Contractor if such delay occurs.

Low VOC content:

LAWA will only accept products with low Volatile Organic Compounds (VOC) that exhibit low VOC emission characteristics. (Ref. Line Item #53) This will include carpet cleaners, air fresheners, custodial cleaning chemicals, disinfectants and floor polishes. The contractor is encouraged to identify any potentially high VOC content product prior to delivery. Products requiring recordkeeping under SCAQMD Rule 109 will not be considered.

3M Twist N Fill Products and Dispensers:

LAWA custodial cleaning dispensaries currently contain 350, 3M "black cap" product, wall mounted dispensers.

Bidders may bid the "Black" or "Gray" cap 3M Twist N Fill line of products. The successful bidder must replace all the 3M Twist N Fill dispensers currently installed throughout LAWA facilities, to work with the type of 3M Twist N Fill "cap" as specified in their bid.

Training:

The vendor will be required to provide a minimum of 100 hours of training, per year, to custodial crews in the proper use of products, materials and equipment sold under this contract. Training shall be performed at each one of the nine terminals and for all three shifts, day, swing and graveyard. The trainer will be proficient in Spanish and conduct at least 50% of the training in Spanish.

Glossary:

Definition of acronyms in the worksheet, specification and Request for Bid.

**Black or Gray Cap** – 3M Twist n Fill System trade mark for a chemical management system.

**CIWMB and IWMB** - Integrated Waste Management Board, standards & certification now referenced under California Department of Resources Recycling and Recovery (CalRecycle.gov)

**EcoLogo** – is a national environmental standards and certification program managed by Tera Choice, ULC Standards an Underwriter's Laboratories Company.

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**Green Seal** is a trade mark belonging to Green Seal organization.

**Johnson Diversey, Inc.** - brand of dilution control cleaners RTD system trademark products.

**LAWA** – Los Angeles World Airports a Department of the City of Los Angeles.

**PCRC** – Post Consumer Recycle Content same as Recycled Plastic Post Consumer Material (RPPCM).

**RFB** – Request for Bid

**RPPCM** – Recycled Plastic Post Consumer Material

**SCA** - Svenska Cellulosa Aktiebolaget SCA Mfg brand of TORK paper products.

**SCAQMD** – South Coast Air Quality Management District.

**VOC** – Volatile Organic Compounds

## General Conditions

(In the general conditions listed below, the City of Los Angeles, Los Angeles World Airports (LAWA), is hereinafter referred to as the City.)

**FORM OF BID AND SIGNATURE.** All bids must be made on this form. Photocopied forms are acceptable. Additional forms are obtainable from the Departmental LAX Procurement Services Division. Unless otherwise indicated in the RFB, bids should be enclosed in a sealed envelope, showing the Bid No. in the lower left corner, and addressed as indicated in the RFB. All bids must be signed. If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given; if it is made by a partnership, it must be signed in the partnership name by a member of the firm, and the name and address of each member must be given; and if it is made by a corporation, it must be signed by two authorized corporate officers. In case of error in extension of prices, unit prices will govern. No telephonic or telegraphic bids are acceptable.

**TAXES.** Do not include any Sales Tax or Federal Excise Tax in prices quoted. Sales Tax will be added by the City at the time of award. The City will furnish Federal Excise Tax Exemption Certificate to Supplier. Other taxes must be included in the bid prices.

**AWARD.** Bids shall be subject to acceptance by the City for a period of 3 months unless a lesser period is prescribed in the quotation by the bidder. The City may make combined award of all items complete to one bidder or may award separate items or groups of items to various bidders. When required by the City, bidders must submit alternate prices or name a lump sum or discount, conditional on two or more items being awarded to him. The right is reserved to reject any, or all, bids and to waive any informality in bids.

**BRAND NAMES AND SPECIFICATIONS.** Unless otherwise stated the detailed specification and/or brand name references are descriptive and indicate quality, design, and construction of items required. Offer to supply articles substantially the same as those described herein will be considered regardless of minor variation(s) from the listed specifications, or specifications of the articles described by brand name.

**PATENTS.** Should any items on which bids are requested be patented, or otherwise protected or designated by the particular name of the maker, and the bidder desires to quote on an item of equal character and quality, the bidder may offer such substitute item by indicating clearly that such substitution is intended and specifying the brand. Such substitution shall be accepted only if deemed by the Purchasing Manager to be equal to that specified.

**SPECIFICATION CHANGES.** If provisions of the Specifications restrict bidder from bidding, he or she may request in writing that the specifications be modified. Such request must be received by the Purchasing Manager at least five (5) working days before bid opening date. All bidders will be notified by Addendum of any approved changes in the specifications.

**CITY HELD HARMLESS.** To the fullest extent permitted by law, Contractor/Supplier shall defend, indemnify and keep and hold City, including its Board of Airport Commissioners, and City's officers, agents and employees, harmless from any and all costs, liability, damage or expense (including costs of suit and fees and expenses of legal services) claimed by anyone (including Contractor/Supplier) by reason of injury to or death of persons (including Contractor/Supplier and/or its employees), or damage to or destruction of property (including property of Contractor/Supplier) as a result of the acts or omissions of Contractor/Supplier, its agents, servants, employees or invitees or relating to acts or events pertaining to or arising from or out of the Contract, whether or not contributed to by any act or omission of City or any of the City's Boards, officers, agents or employees. City shall endeavor to give notice of such claims. In the event the "Administrative Requirements" includes a "Hold Harmless" clause, this "City Held Harmless" clause shall be replaced and superseded by the Hold Harmless clause set forth in the Administrative Requirements. In the event the signed contract includes a "Hold Harmless" clause, the signed contract's "Hold Harmless" clause shall replace and supersede all other Hold Harmless clauses.

**PURCHASE AGREEMENT DOCUMENTS.** A copy of the Notice Inviting Bids, the bid and a copy of these General Conditions and the Specifications will remain on file in the Office of the Purchasing Manager and it is understood will form the purchasing agreement when accepted by the Purchasing Manager. All materials or services supplied by the Contractor shall conform to the applicable requirement of the City Charter, City Ordinances, and all applicable State and Federal Laws, as well as conforming to the specifications contained herein.

**DEFAULT BY SUPPLIER.** In case of default by supplier, the City reserves the right to procure the articles or services from other

sources and to hold the supplier responsible for any excess costs occasioned the City thereby.

**PAYMENTS.** All Cash Discounts shall be taken and computed from the date of delivery or completion and acceptance of the material, or from date of receipt of invoice, whichever is latest. Complete payments will be made by demands on the City Treasury of the City of Los Angeles, approved as required by ordinance and charter provisions. Invoices must be submitted as specified on the Purchase Orders or shipping authorization.

**SAFETY APPROVAL.** Where required by Los Angeles City regulations, any articles delivered must carry Underwriters Laboratories Approval or City of Los Angeles Dept. Of Building and Safety approval. Failure to have such approval at the time of bidding may result in rejection of the Bid. Also, articles quoted must conform with the Safety Orders of the California Division of Industrial Safety, and/or OSHA, where applicable.

**PATENT RIGHTS.** The supplier agrees to save, keep, hold harmless, and fully indemnify the City, its officers, employees, agents and other duly authorized representatives from all damages, cost or expenses in law or equity that may at any time arise or to be set up for any infringement of the patent rights, trademarks, copyrights literary or dramatic rights of any person or persons in consequence of the use of any person or persons in consequence of the use by the City, its officers, employees, agents or other duly authorized representatives of articles supplied under purchasing agreement, and of which the supplier is not the patentee or assignee, or which the supplier is not lawfully entitled to sell.

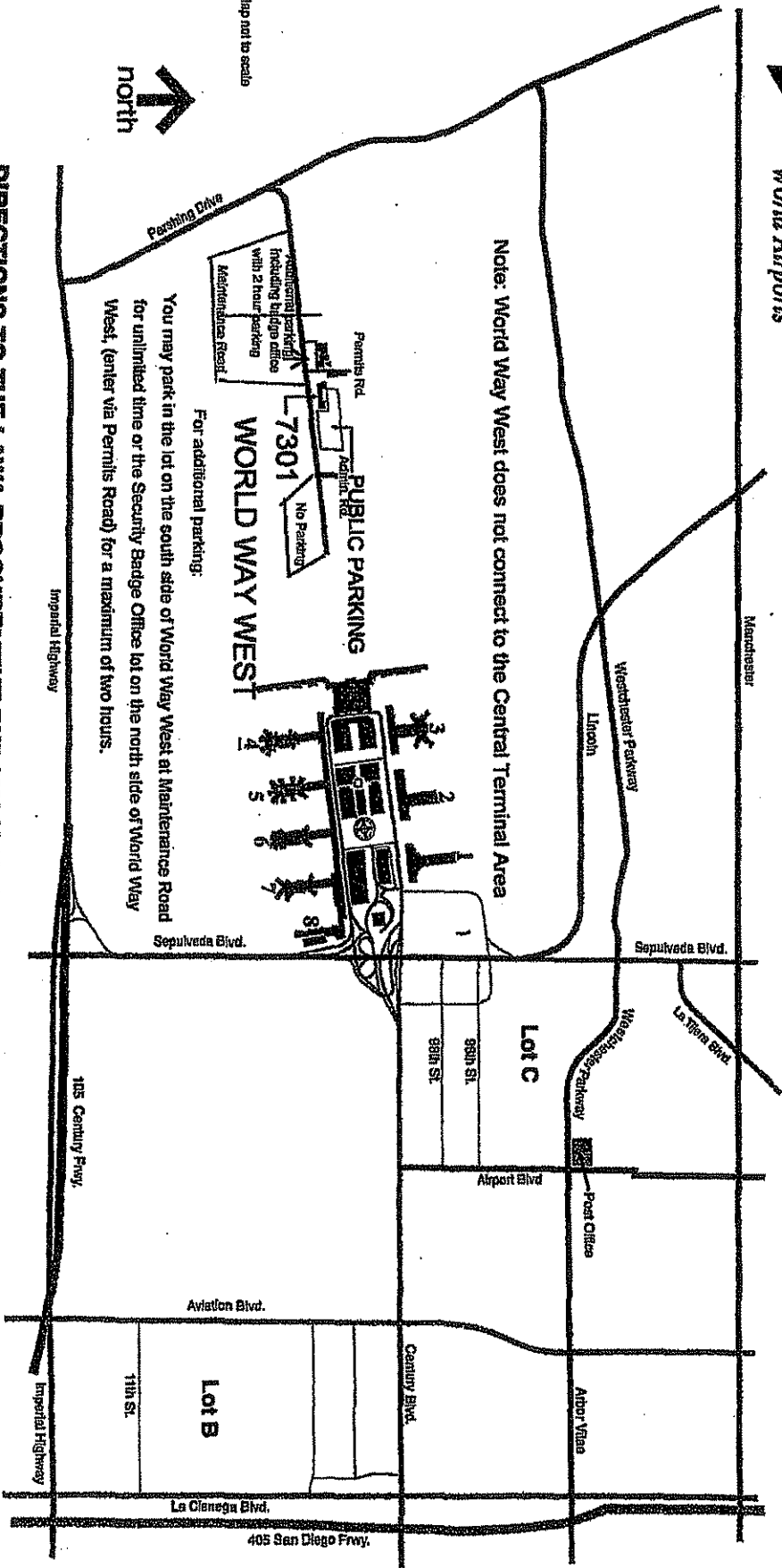
**ASSIGNMENT.** The supplier shall not assign or transfer by operation of law any obligation without the prior written consent of the Purchasing Manager.

**ATTORNEYS FEES.** If City shall, without any fault be made a party to any litigation commenced by or against Supplier arising out of Supplier's performance of this Agreement or incident to such performance and as a result of which Supplier is finally adjudicated to be liable, then Supplier shall pay all costs, expenses and reasonable attorney's fees incurred by or imposed upon City in connection with such litigation. Each party shall give prompt notice to the other of any claim or suit instituted against it that may affect the other party.

**BID PROTEST.** Any bid protest must be submitted in writing and postmarked within fourteen (14) calendar days after the date of bid opening. The day after bid opening shall be considered as day one. Any bid protest must be submitted in writing to: Office of the City Attorney, Airport Division, One World Way, P.O. Box 92216, Los Angeles World Airports, Los Angeles, CA 90009-2216, with a copy sent to the LAWA Division issuing the RFB. The protest shall include the following:

- a. The initial protest document must contain a complete statement of the factual and legal basis for the protest.
- b. The protest must refer to the specific portion of the document which forms the basis for the protest.
- c. The protest must include the name, address and telephone number of the person representing the protesting party.
- d. The party filing the protest must concurrently transmit a copy of the initial protest document and any attached documentation to all other parties with a direct financial interest which may be adversely affected by the outcome of the protest. Such parties shall include all other bidders.
- e. The Executive Director/Board of Airport Commissioners will issue a decision on the protest. If the Executive Director/Board of Airport Commissioners determines that a protest is frivolous, the protesting party may be determined to be irresponsible and may be determined to be ineligible for future contract award.
- f. The procedure and time limits set forth in this paragraph are mandatory and are the bidder's sole and exclusive remedy in the event of bid protest and failure to comply with these procedures shall constitute a waiver of any right to further pursue the bid protest, including filing a Government Code claim or legal proceedings.

**TERMINATION OF CONTRACT FOR CONVENIENCE.** LAWA may terminate this Contract, with or without cause, and without liability for costs or damages, upon giving the Contractor a thirty (30) day advance written notice or as otherwise provided herein.



Map not to scale



Note: World Way West does not connect to the Central Terminal Area

For additional parking:

You may park in the lot on the south side of World Way West at Maintenance Road for unlimited time or the Security Badge Office lot on the north side of World Way West (enter via Permits Road) for a maximum of two hours.

**DIRECTIONS TO THE LAWA PROCUREMENT PURCHASING OFFICE:**

Los Angeles World Airports- 7301 World Way West, 4th floor, Los Angeles, CA 90045

1. 405 (South) or (North) to 105 (West)
  2. 105 (West) to the end. (Imperial Highway)
  3. Imperial Highway (West) approx. 3 signal lights to Pershing Drive.
  4. At Pershing Drive turn Right
  5. Approx. 1000 feet (North) you will see a overhead sign "World Way West"
  6. Follow the road on to World Way West. (to the East)
  7. Proceed (East) to third signal light at Administration Road, and turn LEFT
  8. The high rise building is 7301--The Procurement/Purchasing Services Division Office is on the 4th floor.
  9. You may park in the front or to the East or Rear of 7301. There is additional parking across World Way West at Maintenance Road.
  10. DO NOT park in the Assigned Spaces for Airport Police in the front of the building.
- Note: Be prepared to show a valid government issued picture ID in order to enter our building.



## NOTICE: IMPORTANT INVOICING REVISIONS

*Los Angeles World Airports*

### Invoice Instructions

To ensure prompt payment of invoices, please follow the instructions listed below.

1. All invoices for Los Angeles World Airports pertaining to materials and/or services must be mailed to:

LAX or Van Nuys Airports

Los Angeles World Airports  
Attn: Account Payable  
PO BOX 92882  
Los Angeles, CA 90009

Ontario International Airport

Los Angeles World Airports  
Attn: ONT Construction & Maintenance  
2132 E. Avion Avenue  
Ontario, CA 91761

2. All invoices must have: 1.) Purchase Order Number; 2.) the LAWA division name; and 3.) the name of the LAWA employee ordering the materials and/or services. Note: LAWA's Purchase Order Number is a ten-digit number that begins with '45'.

Note: Invoices without this information will experience delays in processing.

3. The invoice prices, description and quantities **MUST AGREE WITH THE PURCHASE ORDER LINE ITEMS;**

Note: Any item or charge not specified in the Purchase Order or in the contract (including freight charges, restocking charges, etc.) will not be paid. Any discrepancy will cause delays in prompt payment.

4. Discounts or payment terms should be printed on the invoices clearly and accurately. It is LAWA's goal to take all available discounts being offered by the vendors.

5. Invoices will be processed and discounts will be computed based on the date of goods received or date that the invoice is received, whichever is later. In cases where the invoice is received, but the vendor has not met all requirements, the date that all requirements have been met by the vendor will be the date to be used for invoice processing and discount computation.

6. Important Invoice Instructions and requirements:

- **FREIGHT CHARGES:** Freight charges that are authorized in the contract must be invoiced by your company and not the freight company that made the delivery. You must include a copy of the freight bill to substantiate freight charges on your invoice for any freight charge in excess of \$75.
- **TAXES:** Sales taxes must be stated separately on the invoice. Indicate what portion of the charges is applicable to the materials provided.
- **TIME SHEETS:** Time sheets (hours by day for each individual) must be provided for service contracts when required by the contract document.
- **Other documents to support invoice charges**
- **INVOICE CERTIFICATION:** Invoice certification by a company officer (i.e., as stated per contract)
- **CREDIT MEMOS:** The original invoice number must appear on any credit memo.

**NOTE:** Your firm must be in full compliance with all Administrative Requirement listed in your contract, including being current on insurance policies and the City business tax. Failure to being in compliance may delay prompt invoice payment.

*If you have questions regarding the invoice instructions, please contact your LAWA contract manager or the Accounts Payable Main Line at 424-646-7650 (LAX/Van Nuys) or (909) 544-5264 (Ontario).*

# BIDS

(Pages LBPP-1 through LBPP-5)

**LOS ANGELES WORLD AIRPORTS (LAWA)  
REQUEST FOR BIDS- LOCAL BUSINESS PREFERENCE PROGRAM (LBPP)  
Board of Airport Commissioners Resolution No. 24781**

**Effective July 1, 2012**

Local Business Prime	8%
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Or

Local Business Subcontractor (s)	Up to 5%
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**MANDATORY LOCAL BUSINESS PREFERENCE PROGRAM (LBPP) FOR USE ON LAWA-FUNDED CONTRACTS GREATER THAN \$150,000.00**

**A. General**

This program is subject to the policies and requirements established by the Board of Airport Commissioners (BOAC). LAWA established the LBPP as part of its commitment to help local businesses participation in LAWA contracts. The LBPP seeks to leverage funds expended under contracts to stimulate local business activities, encourage businesses to set up operations locally, and to augment local job creation efforts. It will also lay a foundation for a sustainable local economic development by promoting the creation, expansion, and retention of local businesses. LAWA shall opt out when the contract is funded by a grant or is federally-funded and funding regulations prohibit the funding recipient from implementing the LBPP on the resulting contract. Secondly, LAWA can opt out of the program when full and open competition is limited because of a sole source vendor, provider, or supplier. Failure to comply shall result in investigations by the Bureau of Contract Administration/ Office of Contract Compliance (BCA/OCC) in its role as the Designated Administrative Agency. However, LAWA is entitled to determine at anytime that it is not in LAWA's best interest to grant a Bid preference to a qualifying Local Business, Local Subcontractor, or Provisionally Qualified Local Business.

**B. Participation Criteria for Local Business Preference Program**

To be eligible for participation in this program, LAWA requires that the prospective local business submit an affidavit attesting as such on the Los Angeles Business Assistance Virtual Network (LABAVN) website. An affidavit form is attached and is also available to be downloaded on the LABAVN website at <http://www.labavn.org>. Determination of qualification as a local business by any other entities, other than BCA/OCC, or by any other means other than submission of an affidavit on LABAVN shall not be accepted for purposes of participation in the LBPP. Affidavit forms are prioritized according to the date they are received. The local business must be listed on LABAVN as such prior to the bid due date in order to participate in the LBPP. In cases where the affidavit was submitted prior to the proposal deadline but has not been verified by BCA/OCC and the local business designation would result in a change of award recommendation, status as a local business will be based on the date it was submitted.

**C. Definitions**

1. "Contract" means a written agreement involving consideration in excess of \$150,000.00 for the purchase of goods, equipment or services, including construction, by or for the benefit of LAWA.
2. "Contractor" means the person, business or entity awarded the Contract by LAWA.
3. "Bid Price" means the dollar amount after the bidder's quoted price is adjusted for evaluation in accordance with applicable provisions. For procurement contracts, this may include, but not be limited to Cash Discount, or Combined Award Discount.
4. "Cash Discount" means a reduction in the full cost of a good or service when payment is made within a specified period of time: e.g. 2% 10 net 30.
5. "Combined Award Discounts" (CAD) means the discount terms offered by a supplier and are usually expressed in percentages taken directly from the pricing totals of the bidders

offering such a discount. CADs are applicable if the specification or bidding document includes the CAD provision clause, it is applicable to more than one item or more than one group of items, and if the items included for CAD purposes are not cherry picked from a predefined group of items as set forth by the specifications or bid document.

6. "Local Business" means a business entity that is in compliance with all applicable City or county licensing and tax laws, and can demonstrate one of the following: (1) it is headquartered in the County and physically conducts and manages all of its operations from a location in the County; (2) that at least 50 of its full-time employees perform work within the boundaries of the County at least 60 percent of their total regular hours worked on an annual basis; or (3) that at least half of the full-time employees (50%) of the business work within the boundaries of the County at a minimum of 60 percent of their total, regular hours worked on an annual basis.
  - (a) A business entity with multiple locations within the County can aggregate 50 of its full-time employees working at least 60% of their regular hours from its different locations within the County to qualify as a Local Business.
  - (b) A business entity awarded a LAWA contract under the LBPP must carry out the services of the contract using employees whose exclusive, primary working location is in Los Angeles County.
7. "Local Subcontractor" means a contractor that meets the same qualification as a local business.
8. "Provisionally Qualified Local Business" means a business entity that is yet to establish operations within the County, and does not immediately qualify as a local business under the Los Angeles Administrative Code. However, the business is provisionally qualified as a local business because it is undertaking imminent steps to qualify as a local business as defined by Article 21, Section 10.47.3. No later than 60 days after the date on which the Contract with LAWA is awarded, but prior to execution of the contract, the Provisionally Qualified Local Business must become a qualified Local Business.

**D. Local Business Preference Program Participation Recognition**

1. Qualifying contractors who participate in the LBPP by qualifying as a local business will receive an 8% preference credit to their bid in excess of \$150,000.00 or bids in excess of \$1,000,000.00 if a Provisionally Qualified Local Business.
2. Qualifying contractors who participate in the LBPP but do not qualify as a local business, but however are qualified because they identify a qualified local subcontractor to perform the work under the contract will receive up to a 5% preference credit to their bids.
  - (a) LAWA shall provide a 1% preference, up to a maximum of 5%, to the proposal price for every 10% of the cost of the proposed work to be performed by the local subcontractor. This rule applies to a local subcontractor or local subcontractors; provided that the work performed is of a commercially useful purpose in execution of the contract and/or performed in the subcontractor's normal course of business. The work performed and all costs of each local subcontractor or subcontractors should be clearly specified in the proposal.
3. Preferences shall only be awarded to a Local Business or Local Subcontractor when the services provided under the contract are directly provided by its employees whose

primary work location is in Los Angeles. Preferences shall only be awarded for equipment, goods or materials when the Local Business or Local Subcontractor acts as a supplier or dealer (not less than two thirds of the time), or designs, manufactures, or assembles the equipment, goods or materials (not less than two thirds of the time), at a business location in the City.

4. A Provisionally Qualified Local Business who participates in the LBPP by qualifying as a local business will receive an 8% preference credit to its bids, as long as the proposed contract between the business and LAWA involves consideration no less than \$1,000,000.00 and has duration of no less than three (3) years.

(a) To participate in the program a proposed Provisionally Qualified Local Business must download and complete a Provisionally Qualified Local Business affidavit form at <http://bca.lacity.org/site/pdf/general/PQLBPAffidavit.pdf> which it shall attach and submit with its bid documents to LAWA.

5. A Provisionally Qualified Local Business shall lose its status as such when it fails to fully comply as a local business within 60 days after the date on which the Contract with LAWA is awarded. LAWA shall notify the Provisionally Qualified Local Business thirty (30) days to the anniversary of the second month notifying the business that it comply as a local business or contract award will be rescinded. Loss of status as a Provisionally Qualified Local Business is permanent; closure forbids a business from qualifying as a Provisionally Qualified Local Business in the future for purposes of bidding on LAWA Contracts.
6. Once a Provisionally Qualified Local Business is notified by LAWA of its intent to award a contract, the Provisionally Qualified Local Business shall submit all of the following; (1) an enforceable, contractual right to occupy commercial space within the County, which shall commence no later than 60 days after the date of the execution of the contract; (2) a business plan on its ability to become a Local business; (3) any other sufficient documentation required by LAWA.

All required supporting documentation/ evidence demonstrating qualification as a Provisionally Qualified Local Business must be submitted to LAWA within 30 days of request.

(a) If LAWA is satisfied with documentation submitted by the Provisionally Qualified Local Business, and it determines that it shall award the business the contract, LAWA prior to the execution of the contract shall send BCA a memo stating that the business was able to demonstrate that it qualifies as a Provisionally Qualified Local Business, the memo shall also list the documents received by LAWA, and recommend that BCA determine the business to be a Provisionally Qualified Local Business.

7. The maximum preference for all qualifying local businesses, local subcontractor(s), and provisionally qualified local businesses shall not exceed \$1,000,000.00 for any bid.
8. A bid preference does not reduce the contract amount.
9. In the event where a certified Local business bids on a LAWA contract, and is determined by LAWA after the bid deadline to not qualify as a Local Business, the business will be eligible for a Local Subcontractor Preference of up to 5 percent, if it has



identified a qualifying Local Subcontractor(s) to perform work under the contract.

- a. The above exemption shall only apply where the non-compliance is an error or mistake. It shall not apply to a business that intentionally or fraudulently claims to be a Local Business through misleading or false statements.
  - b. It is the responsibility of the business registered on LABAVN as a certified Local Business to inform BCA via email at [bca.certifications@lacity.org](mailto:bca.certifications@lacity.org), that it no longer meets the certification criteria within seven days of the change. Failure to do so shall be construed as a misleading and/or false statement.
10. Upon receipt of information believed by LAWA to be reliable and which indicates that the Local Business no longer qualifies as a Local Business for more than 60 days during the entire time of the Contract, LAWA shall withhold or recover funds from the Contractor in an amount that represents the value of the bid preference.
  11. Upon receipt of information believed by LAWA to be reliable and which indicates that the Local Subcontractor (s) no longer qualifies as a Local Business, providing the basis for a Local Subcontractor Preference and the Prime Contractor fails to replace the Subcontractor (s) with another Local Subcontractor (s) within 60 days of notification by LAWA, LAWA shall withhold or recover funds from the Contractor in an amount that represents the value of the bid preference.
  12. In the event that investigations reveal that a business fraudulently represents itself as a Local Business for the purpose of gaining a preference under the LBPP, the business shall lose its status as such for up to five years. This will also apply to any business that has received a preference, but failed to maintain its Local Business qualification for a cumulative of 60 days during the entire time of the contract.

#### E. Complaints and Protests

1. All complaints and/or protests regarding qualifying local businesses, provisionally qualified local businesses, and local subcontractors claiming non-compliance by LAWA or its failure to maintain certification criteria, shall be made to the BCA/OCC either in writing or by email for further investigations. Complaints must be accompanied by documentation which substantiates complainant's allegations.
2. Any complaints that meet the criteria of No. 1 shall be investigated by BCA, OCC in its role as the Designated Administrative Agency.

Submit complaints to:

**By Mail**                      **Office of Contract Compliance  
Bureau of Contract Administration  
Department of Public Works  
1149 South Broadway, Suite 300  
Los Angeles, CA 90015**

**By Email**                      **[bca.biphelp@lacity.org](mailto:bca.biphelp@lacity.org)**

## Empire Cleaning Supply

Company Information	
ID	12848
Name:	Empire Cleaning Supply
Address:	12821 S Figueroa ST Los Angeles, CA 90061

## City of Los Angeles Certifications

- No record found.

## Local Business Enterprise (LBE) Certification

### LBE Cert

Local Business Enterprise (LBE)	
Application Form:	Local Business
Uploaded:	01/09/2012
Status:	Verified
Reviewed:	01/19/2012
Note:	

## Harbor Certifications

Harbor Certifications	
LBE (Harbor Local Business Enterprise)	Certified.
VSBE (Harbor Very Small Business Enterprise)	Not Certified.

LA BAVN is NOT responsible for the timeliness or accuracy of this data. If in doubt, please contact the opportunity's agency of record for additional information.  
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# Administrative Requirements

- **Business Tax Registration Certificate**

Pursuant to the LAMC, Chapter 2, Article 1, Section 21.03, persons engaged in any business or occupation within the City of Los Angeles are required to register and pay the required tax. Businesses, including vendors, subject to this tax are issued a Business Tax Registration Certificate (BTRC) or a Vendor Registration Number (VRN).

Information regarding this requirement may be obtained at Office of Finance, Tax & Permit Division, 200 N. Spring St., Room 101, Los Angeles, CA 90012, Phone: (213) 473-5901, Web: <http://www.lacity.org/finance/>.

- **List of Other City of Los Angeles Contracts (during previous ten years)**

Pursuant to City of Los Angeles Resolution No. 56 (Council File #98-1331) adopted by Los Angeles City Council on July 21, 1998, Bidders/Proposers must submit a list of all City of Los Angeles contracts held within the last ten (10) years.

For additional information regarding all LAWA administrative requirements, please contact Procurement Services at (424) 646-5380 or visit our website at [www.lawa.org](http://www.lawa.org) -> About LAWA -> Business Opportunities -> Administrative Requirements.

## **2. AFFIDAVIT OF NON-COLLUSION**

Pursuant to the LAAC, Division 10, Chapter 1, Article 2, Section 10.15, each bid/proposal must include the attached affidavit of the Bidder/Proposer that the bid/proposal is genuine, and not a sham or collusive, or made in the interest or on behalf of any person, and that the Bidder/Proposer has not directly or indirectly induced or solicited any other Bidder/Proposer to submit a sham bid, or any other person, firms, or corporation to refrain from bidding, and that the Bidder/Proposer has not sought by collusion to secure for himself/herself an advantage over any other Bidder/Proposer.

Bidders/Proposers must complete, notarize, and submit the attached "Affidavit to Accompany Proposals or Bids" with the bid/proposal.

Failure to include an Affidavit with the bid/proposal will render the bid/proposal non-responsive and will result in its rejection.

### **Attachment:**

- Affidavit to Accompany Proposals or Bids

## **3. AFFIRMATIVE ACTION**

Pursuant to the LAAC, Division 10, Chapter 1, Article 1, Sections 10.8. et seq. and the Board of Airport Commissioners Resolution No. 23772, it is the policy of the City of Los Angeles to require each person or entity contracting for goods or services to comply with the Non-discrimination, Equal Employment Practices, and Affirmative Action Program provisions of the City of Los Angeles.

All Bidders/Proposers must agree to adhere to the Non-Discrimination provision, designate an Equal Employment Opportunity Officer and provide his/her contact info in the Vendor Identification Form enclosed in this administrative requirements package.

Attachment:

- Non-discrimination, Equal Employment Practices, and Affirmative Action Program Provisions

#### **4. ASSIGNMENT OF ANTI-TRUST CLAIMS**

It is the policy of Los Angeles World Airports ("LAWA") to inform each Bidder/Proposer that in submitting a bid/proposal to LAWA, the Bidder/Proposer may be subject to California Government Code Sections 4550 - 4554. If applicable, the Bidder/Proposer offers and agrees that if the bid is accepted, it will assign to LAWA all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act or under the Cartwright Act, arising from purchases of goods, services, or materials by the Bidder/Proposer. Such assignment is made and becomes effective at the time LAWA tenders final payment to the Bidder/Proposer.

Attachment:

- California Government Code Section 4550-4554

#### **5. BIDDER CONTRIBUTIONS CEC FORM 55 (CONTRACT BIDDER CAMPAIGN CONTRIBUTION AND FUNDRAISING RESTRICTIONS)**

Persons who submit a response to this Request for Bid/Proposal/Qualifications are subject to Charter section 470(c)(12) and related ordinances. As a result, bidders/proposers/respondents may not make campaign contributions to and or engage in fundraising for certain elected City officials or candidates for elected City office from the time they submit the response until either the contract is approved or, for successful bidders/proposers/respondents, 12 months after the contract is signed. The bidder's/proposer's/respondents' principals and subcontractors performing \$100,000 or more in work on the contract, as well as the principals of those subcontractors, are also subject to the same limitations on campaign contributions and fundraising.

Bidders/Proposers/Respondents must submit CEC Form 55 (attached) to LAWA with their bid/proposal/Statement of Qualifications. The form requires bidders to identify their principals, their subcontractors performing \$100,000 or more in work on the contract, and the principals of those subcontractors. Bidders/Proposers/Respondents must also notify their principals and subcontractors in writing of the restrictions and include the notice in contracts with subcontractors. Responses submitted without a completed CEC Form 55 shall be deemed nonresponsive. Bidders/Proposers/Respondents who fail to comply with City law may be subject to penalties, termination of contract, and debarment.

Additional information regarding this requirement may be obtained at:

200 N. Spring Street  
City Hall, 24th Floor  
Los Angeles, California 90012  
(213) 978-1980  
(213) 978-1988 [Fax]  
ethics.commission@lacity.org  
Web: <http://ethics.lacity.org>

**Attachment:**

- Los Angeles City Ethics Commission Special Bulletin, available at [http://ethics.lacity.org/pdf/pressrelease/press\\_042511\\_New\\_Charter\\_Amend\\_Limits\\_Bidder\\_Bulletin.pdf](http://ethics.lacity.org/pdf/pressrelease/press_042511_New_Charter_Amend_Limits_Bidder_Bulletin.pdf)

**6. CHILD SUPPORT OBLIGATIONS**

Pursuant to the LAAC, Division 10, Chapter 1, Article 1, Section 10.10 et seq., contractors and subcontractors performing work for the City must comply with all reporting requirements and Wage and Earning Assignment Orders relative to legally mandated child support and certify that contractors/subcontractors will maintain such compliance throughout the term of the contract.

**Attachment:**

- Child Support Obligations Provisions

**7. CONTRACTOR RESPONSIBILITY PROGRAM**

Pursuant to Resolution No. 21601 adopted by the Board of Airport Commissioners, effective May 20, 2002, the Contractor Responsibility Program (CRP) is the policy of Los Angeles World Airports (LAWA) to ensure that all LAWA contractors have the necessary quality, fitness and capacity to perform the work set forth in the contract. LAWA shall award contracts only to entities and individuals it has determined to be Responsible Contractors. The provisions of this Program apply to leases and contracts for construction, for services, and for purchases of goods and products that require Board approval.

Bidders/Proposers are required to complete and submit with the bid/proposal the attached "Contractor Responsibility Program Questionnaire" that provides information LAWA needs in order to determine if the Bidder/Proposer is responsible and has the capability to perform the contract. The information contained in the CRP Questionnaire is subject to public review for a period of not less than 14 days. Bidders/Proposers are also required to complete, sign and submit with the bid/proposal the attached "Contractor Responsibility Program Pledge of Compliance." Bidders/Proposers are also required to respond within the specified time to LAWA's request for information and documentation needed to support a Contractor Responsibility determination. Subcontractors will be required to submit the Pledge to the prime contractor prior to commencing work.

**Attachments:**

- Contractor Responsibility Program Questionnaire
- Contractor Responsibility Program Pledge of Compliance

## **8. EQUAL BENEFITS ORDINANCE**

Any contract awarded pursuant to this procurement process shall be subject to the applicable provisions of the Los Angeles Administrative Code Section 10.8.2.1, Equal Benefits Ordinance (EBO). The EBO requires City contractors who provide benefits to employees with spouses provide the same benefits to employees with domestic partners. Domestic partners are defined as two adults living together, jointly responsible for living expenses, committed to an intimate and caring relationship and registered as domestic partners with a governmental entity.

The selected Bidder/Proposer must complete and upload the Equal Benefits Ordinance Affidavit (2 pages) available on the City of Los Angeles' Business Assistance Virtual Network (BAVN) residing at [www.labavn.org](http://www.labavn.org) prior to executing a contract with LAWA.

The Equal Benefits Ordinance Affidavit shall be valid for a period of twelve months from the date it is first uploaded onto the City's BAVN. Bidders/Proposers do not need to submit supporting documentation with their bids or proposals. However, the City may request supporting documentation to verify that the benefits are provided equally as specified on the Equal Benefits Ordinance Affidavit.

Bidders/Proposers seeking additional information regarding the requirements of the Equal Benefits Ordinance may visit the Bureau of Contract Administration's web site at <http://bca.lacity.org> or call Procurement Services at (424) 646-5380.

## **9. MUNICIPAL LOBBYING ORDINANCE**

Pursuant to the Los Angeles Municipal Code, Section 48.09, all bids/proposals must include a copy of the Municipal Lobbying Ordinance in one of the following formats: on paper, in an electronic format, or through a link to an online version of the ordinance. The City's Municipal Lobbying Ordinance requires certain individuals and entities to register with the City Ethics Commission and requires public disclosure of certain lobbying activities, including money received and spent. Additionally, for all construction contracts, public leases, or licenses of any value and duration; goods or service contracts with a value greater than \$25,000 and a term of at least three months, each bidder/proposer must submit with its bid a certification, on a form (CEC Form 50) proscribed by the City Ethics Commission, that the bidder acknowledges and agrees to comply with the disclosure requirements and prohibitions established in the Los Angeles Municipal Lobbying Ordinance, if the bidder qualifies as a lobbying entity.

Failure to submit the Bidder Certification CEC Form 50 with the bid/proposal may render the bid/proposal non-responsive.

Additional information regarding this requirement may be obtained at:

200 N. Spring Street  
City Hall, 24th Floor  
Los Angeles, California 90012  
(213) 978-1960  
(213) 978-1988 [Fax]  
[ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)  
Web: <http://ethics.lacity.org>

**Attachments:**

- **Municipal Lobbying Ordinance, available at [http://ethics.lacity.org/PDF/laws/law\\_mlo.pdf](http://ethics.lacity.org/PDF/laws/law_mlo.pdf)**
- **Bidder Certification CEC Form 50, available at [http://www.lawa.org/welcome\\_LAWA.aspx?id=586](http://www.lawa.org/welcome_LAWA.aspx?id=586).**



Checklist

## Administrative Requirements Checklist

**BIDDERS/PROPOSERS (PRIME CONTRACTORS) MUST SUBMIT THE FOLLOWING ORIGINAL, SIGNED DOCUMENTS, WITH THEIR PROPOSAL, AS INDICATED**

### 1. VENDOR IDENTIFICATION FORM

- Is the required Vendor Identification Form completed and signed?
- Is the BTRC/VRN number provided?
- Is the EEOC contact information provided?
- Is the list of previous City contracts attached? (if applicable)
- Is the Form enclosed in the Packet?

### 2. AFFIDAVIT OF NON-COLLUSION

- Is the "Affidavit to Accompany Proposals or Bids" completed and signed?
- Is the Affidavit notarized?
- Is the Affidavit enclosed in the Packet?

Failure to include an Affidavit with the bid/proposal will render the bid/proposal non-responsive and will result in its rejection.

### 3. BIDDER CONTRIBUTIONS

- Is the required Bidder Contribution CEC Form 55 completed and signed?
- Is the Form enclosed in the Packet?

Failure to include the Bidder Contribution CEC Form 55 with the bid/proposal will render the bid/proposal non-responsive and will result in its rejection.

### 4. CONTRACTOR RESPONSIBILITY PROGRAM

- Is the required "Contractor Responsibility Program Questionnaire" completed and signed?
- Is the Questionnaire enclosed in the Packet?
- Is the required "Contractor Responsibility Program Pledge of Compliance" completed and signed?
- Is the Pledge of Compliance enclosed in the Packet?

### 5. MUNICIPAL LOBBYING ORDINANCE

- Is the required Bidder Certification CEC Form 50 completed and signed?
- Is the Certification enclosed in the Packet?

**THE FOLLOWING REQUIREMENTS DO NOT REQUIRE THE COMPLETION OF FORMS  
BUT MAY BE INCORPORATED AS PROVISIONS OF THE CONTRACT:**

**6. AFFIRMATIVE ACTION**

- Have you read and agreed with the City of Los Angeles' Non-discrimination, Equal Employment and Affirmative Action provisions?

**7. ASSIGNMENT OF ANTI-TRUST CLAIMS**

- Have you read and agreed with California Government Code Sections 4550 -- 4554?

**8. CHILD SUPPORT OBLIGATIONS**

- Have you read and agreed with Child Support Obligations provisions?

**IF YOU ARE AWARDED THE CONTRACT AND PRIOR TO EXECUTION OF THE CONTRACT:**

Prime contractors are required to submit to LAWA forms pertaining to the following requirements:

- Business Tax Registration Certificate

Subcontractors are required to submit to prime contractors, who then must submit to LAWA, when requested, the subcontractors' forms pertaining to the following requirements:

- Business Tax Registration Certificate
- Contractor Responsibility Program Pledge of Compliance

# Vendor Identification Form

## VENDOR IDENTIFICATION FORM

**ALL FIELDS MUST BE COMPLETED. IF REQUIRED: INCOMPLETE FORMS WILL NEED TO BE RESUBMITTED.**

### GENERAL INFORMATION

Legal Name: Empire Cleaning Supply

Doing Business As: \_\_\_\_\_

Are you an Independent contractor eligible to receive a 1099-

License or Registration Number (if applicable): N/A

MISC? No  Yes  EIN or SSN: 95-3088-985

(A TIN (SSN or EIN) and W-9 are required)

Payment Terms\* (code): \_\_\_\_\_

Seller's Permit Number\* (if applicable): SRAA11669445

### Ownership:

Individual / Sole Proprietor

Corporation

Partnership

Governmental Entity

Other (specify): \_\_\_\_\_

BTRCVRN application pending (please attach the application)

Are you subject to non-resident withholding under California Revenue and Taxation Code Section 18662? No  Yes

### BUSINESS ADDRESS

Street: 12821 So. Figueroa St. Suite #: \_\_\_\_\_

Contact Person: Robert Cronyn

City: Los Angeles

Contact Person's Title: President

State: CA Zip Code: 90061

Fax: 310-715-1166 Phone: 310- \_\_\_\_\_

Website: Cleaningsupply.com

Email: Cronyn@gmail.com

Remittance address (if required and different from the above): \_\_\_\_\_

### BUSINESS INFORMATION

Service Area: International  National  Regional  Local  Years in Business: 17 Number of Employees: 60

### BUSINESS CERTIFICATION (Check all that apply)

Woman-Owned Business Enterprise (WBE)

Disadvantaged Business Enterprise (DBE)

Minority Business Enterprise (MBE)

Airport Concessions Disadvantaged Business Enterprise

Small Business Enterprise (according to SBA criteria)

Small and Local Business Enterprise (SLB)

Minority Women Business Enterprise (MWB)

If required, please attach copies of all applicable certifications.

### NON-DISCRIMINATION, EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION COMPLIANCE

EEO Officer (name): Lydia Nguyen

Phone Number: (310) 808-5423

EEO Officer's Title: Oper. Manager

Email: Lydia.empire@gmail.com

Have you had contracts with the City of Los Angeles in the last 10 years? No  Yes  If 'yes', please attach an additional sheet with Contract Number, Department, Description and Dollar Value.

### CERTIFICATION

The undersigned declares and certifies that all statements on this form are true and correct. The undersigned agrees to notify Procurement Services Division immediately of any changes to the information contained herein.

The undersigned has read and agreed with the administrative requirements set for this project, and provided as a check list in the bid/proposal package, and will comply with them for the duration of the contract if selected.

Authorized Signature: Robert Cronyn

Date: 04-09-13

Print Name: Robert Cronyn

Title: President

For LAWA use only:	
Project name: _____	Project No: _____
Requesting Division: _____	Contact Person: _____
SAP Action (send the form to FAMIS Support Desk): <input type="checkbox"/> Create <input type="checkbox"/> Change <input type="checkbox"/> Block <input type="checkbox"/> Delete <input type="checkbox"/> New Ordering Address	

\* For instructions and additional information, please go to <http://www.lawa.org> -> About LAWA -> Business Opportunities -> Administrative Requirements, call us at 424-646-5380 or write to [procurementrequirements@lawa.org](mailto:procurementrequirements@lawa.org).  
Los Angeles World Airports, Procurement Services Division, April 2010.

**Affidavit of Non-Collusion**

AFFIDAVIT TO ACCOMPANY PROPOSALS OR BIDS

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

) ss.:

ROBERT CRONYN

being first duly sworn, deposes and says:

that he or she is the (Type or print name) PRESIDENT of

(Type or print title) EMPIRE CLEANING SUPPLY, who submits herewith  
(Type or print name of company/firm)

to the Board of Airport Commissioners the attached bid/proposal; that he or she is the person whose name is signed to the attached bid/proposal; that said bid/proposal is genuine; that the same is not sham or collusive; that all statements of fact therein are true; and that such bid/proposal was not made in the interest or behalf of any person, partnership, company, association, organization, or corporation not herein named or disclosed.

Affiant further deposes and says: that the bidder/proposer has not directly or indirectly by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interests of the public body which is to award the contract, or of any other bidder/proposer, or anyone else interested in the proposed contract; and that the bidder/proposer has not in any manner sought by collusion to secure for himself/herself/itself/themselves, an advantage over any other bidder/proposer.

Affiant further deposes and says that prior to the public opening and reading of bids/proposals, said bidder/proposer:

- (a) did not, directly or indirectly, induce or solicit anyone else to submit a false or sham bid/proposal;
- (b) did not, directly or indirectly, collude, conspire, connive or agree with any one else that said bidder/proposer or anyone else would submit a false or sham bid, or that anyone should refrain from bidding or withdraw their bid/proposal;
- (c) did not, in any manner, directly or indirectly, seek by agreement, communication or conference with anyone to raise or fix the bid price of said bidder/proposer or of anyone else, or to raise or fix any overhead, profit or cost element of their price or of that of anyone else;
- (d) did not, directly or indirectly, submit their bid/proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association organization, bid depository, or to any member or agent, thereof, or to any individual or group of individuals, except to the awarding authority or to any person or person who have a partnership or other financial interest with said bidder/proposer in their business.

Signed:

Robert Cronyn, President

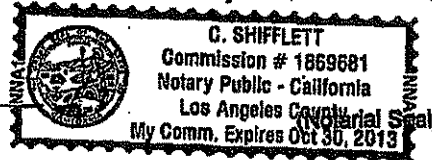
Name: ROBERT CRONYN

Title: PRESIDENT

Subscribed and sworn to (or affirmed) before me on this 17th day of April, 2013, by

Robert Cronyn proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

C. Shifflett  
Notary Public



WARNING: Bids will not be considered unless the affidavit hereon is fully executed including the affidavit of the notary and the notarial seal.

# Bidder Contributions



# **ATTENTION:**

The following CEC Form 55 *must* be signed on page 3. If you fail to sign the form or if you submit an incomplete CEC Form 55, your proposal/bid will be deemed nonresponsive.

ALL BOXES MUST BE COMPLETED. PLEASE TYPE OR PRINT LEGIBLY.

Bid/Contract Number (or other identifying information if no number): <u>113-033 Custodial Supplies</u>	Date Bid Submitted: <u>04/10/13</u>
---	--

Description of Contract:  
Custodial Supplies

Awarding Authority (Department):  
Los Angeles World Airports

**BIDDER**

Name: Empire Cleaning Supply

Address: 12821 So. Figueroa St., Los Angeles CA 90061

Email (optional): rosa.empire@gmail.com Phone: 310/217-7999

State Contractor ID: "NOT Applicable"

Must be disclosed for identification purposes, even if not performing work on this contract under that license. If the bidder does not have a state contractor I.D., indicate "not applicable".

**PRINCIPALS**

Please identify the names and titles of all principals (attach additional sheets if necessary). Principals include a bidder's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of those positions. Principals also include individuals who hold an ownership interest in the bidder of at least 20 percent and employees of the bidder who are authorized by the bid or proposal to represent the bidder before the City.

Name: Robert Cronyn Title: President  
 Address: 12821 So. Figueroa St., LA Ca 90061

Name: Jerry Elkind Title: Vice-President  
 Address: 12821 So. Figueroa St., LA Ca 90061

Name: Andrea Elkind Title: Secretary  
 Address: 12821 So. Figueroa St., LA Ca 90061

Name: Robert Cronyn Title: Treasurer  
 Address: "Same as above"

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Address: \_\_\_\_\_

additional sheets are attached.
  Bidder is an individual with no principals.



# Bidder Contributions CEC Form 55

## SUBCONTRACTORS

Please identify all subcontractors whose subcontracts are worth \$100,000 or more (attach additional sheets if necessary). If the subcontractor has a state contractor license, the I.D. must be disclosed for identification purposes, even if the subcontractor is not performing work on this contract under that license.

Subcontractor: All Star Sales Events  
Address: 5842 Wilshire Blvd, Los Angeles, Ca 90036  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): NA/None #84656

Subcontractor: Joe D. INC  
Address: P.O. Box 10688, Marina del Rey, Ca 90295  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): N/A available

Subcontractor: Hope Safety Supply  
Address: 20955 P. H. Anderson Rd, Diamond Bar, Ca 91765  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): N/A available

Subcontractor: AST Supply  
Address: 1149 Le Conte Ave, Milpitas, Ca 90744  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): 206 219/856

Subcontractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
State Contractor I.D. (for identification purposes; if none, indicate "not applicable"): \_\_\_\_\_

additional sheets are attached.

Bidder has no subcontractors on this bid or proposal whose subcontracts are worth \$100,000 or more.

**PRINCIPALS OF SUBCONTRACTORS**

Please identify the names and titles of all principals for each subcontractor identified on page 2 (attach additional sheets if necessary). Principals include a subcontractor's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of those positions. Principals also include individuals who hold an ownership interest in the subcontractor of at least 20 percent and employees of the subcontractor who are authorized by the bid or proposal to represent the subcontractor before the City.

Name: Natalie Bell-Whitaker Title: C.E.O.  
 Address: 5482 Wilshire Blvd, Los Angeles CA 90036  
 Subcontractor: All Star Sales and Events

Name: Joe D Title: P.E.O.  
 Address: P.O. Box 10688, Marina del Rey, CA 90295  
 Subcontractor: Joe D, Inc.

Name: Viresh Vakil Title: C.E.O.  
 Address: 20955 Parkland Rd. #100, Diamond Bar CA 91765  
 Subcontractor: Hope Safety Supply

Name: Bonny Gonzales Title: Partner  
 Address: 1149 N. Courtyard Ave, Wilmington, CA 90744  
 Subcontractor: ASI Supply

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Subcontractor: \_\_\_\_\_

Of the subcontractors identified on page 2, the following are individuals with no principals (attach additional sheets if necessary):

Subcontractor: \_\_\_\_\_  
 Subcontractor: \_\_\_\_\_

\_\_\_\_\_ additional sheets are attached.  Bidder has no subcontractors on this bid or proposal whose subcontracts are worth \$100,000 or more.

**CERTIFICATION**

I certify that I understand, will comply with, and have notified my principals and subcontractors of the requirements and restrictions in Los Angeles City Charter section 470(c)(12) and any related ordinances. I understand that I must amend this form within ten business days if the information above changes. I certify under penalty of perjury under the laws of the State of California that the information provided above is true and complete.

Date: 4/30/13 Signature: [Signature]  
 Name: India Omenyen  
 Title: VP OPS

Under Los Angeles City Charter § 470(c)(12), this form must be submitted to the awarding authority with your bid or proposal. A bid or proposal that does not include a completed Form 55 will be deemed nonresponsive.

**Contractor Responsibility Program**

**LOS ANGELES WORLD AIRPORTS  
CONTRACTOR RESPONSIBILITY PROGRAM  
QUESTIONNAIRE**

On December 4, 2001, the Board of Airport Commissioners adopted Resolution No. 21601, establishing LAWA's Contractor Responsibility Program (CRP). The intent of the program is to ensure that all LAWA contractors have the necessary quality, fitness and capacity to perform the work set forth in the contract. To assist LAWA in making this determination, each bidder/proposer is required to complete and submit with the bid/proposal the attached CRP Questionnaire. If a non-competitive process is used to procure the contract, the proposed contractor is required to complete and submit the CRP Questionnaire to LAWA prior to execution of the contract. Submitted CRP questionnaires will become public records and information contained therein will be available for public review for at least fourteen (14) calendar days, except to the extent that such information is exempt from disclosure pursuant to applicable law.

The signatory of this questionnaire guarantees the truth and accuracy of all statements and answers to the questions herein. Failure to complete and submit this questionnaire may make the bid/proposal non-responsive and result in non-award of the proposed contract. During the review period if the bidder/proposer or contractor (collectively referred to hereafter as "bidder/proposer") is found non-responsible, he/she is entitled to an Administrative Hearing if a written request is submitted to LAWA within ten (10) working days from the date LAWA issued the non-responsibility notice. Final determination of non-responsibility will result in disqualification of the bid/proposal or forfeiture of the proposed contract.

All Questionnaire responses must be typewritten or printed in ink. Where an explanation is required or where additional space is needed to explain an answer, use the CRP Questionnaire Attachment A. Submit the completed and signed Questionnaire and all attachments to LAWA. Retain a copy of this completed questionnaire for future reference. Contractors shall submit updated information to LAWA within thirty (30) days if changes have occurred that would make any of the responses inaccurate in any way.

A. PROJECT TITLE: Custodial Supplies Bid 113-033

B. BIDDER/CONTRACTOR INFORMATION:

Empire Cleaning Supply  
 Legal Name DBA  
12821 So. Figueroa St. Los Angeles, Ca 90061  
 Street Address City State Zip  
Rosa Potvorac Cust. Serv. 310/217-7922 310/715-1166  
 Contact Person, Title Phone Fax

C. TYPE OF SUBMISSION: The CRP Questionnaire being submitted is:

- An initial submission of a CRP Questionnaire. Please complete all questions and sign Attachment A.
- An update of a prior CRP Questionnaire dated      /      /     . Please complete all questions and sign Attachment A.
- A copy of the initial CRP Questionnaire dated      /      /     . Please sign below and return this page.

I certify under penalty of perjury under the laws of the State of California that there has been no change to any of the responses since the firm submitted the last CRP Questionnaire.

X Lydia Nguyen LYDIA NGUYEN 5/1/13  
 Print Name, Title Signature Date

**A. OWNERSHIP AND NAME CHANGES**

1a. In the past five (5) years, has the name of the bidder/proposer (also referred to herein as "your firm") changed?

Yes  No

If Yes, list on Attachment A all prior legal and D.B.A. names used by the bidder/proposer, the addresses of each of the identified entities, and the dates when each identified entity used those names. Additionally, please explain in detail the specific reason(s) for each name change.

1b. In the past five (5) years, has the owner of the sole proprietorship, or any partner in the partnership, or any officer of the corporation engaged in the same or similar type of business as the current firm?

Yes  No

If Yes, list on Attachment A the names of those firms.

**B. FINANCIAL RESOURCES AND RESPONSIBILITY**

2. In the past five (5) years, has your firm ever been the debtor in a bankruptcy proceeding?

Yes  No

If Yes, explain on Attachment A the specific circumstances and dates surrounding each instance.

3. Is your company now in the process of, or in negotiations toward, or in preparations for being sold?

Yes  No

If Yes, explain on Attachment A the specific circumstances, including to whom being sold and principal contact information.

4. In the past five (5) years, has your firm's financial position significantly changed?

Yes  No

If Yes, explain the specific circumstances on Attachment A.

5. In the past five (5) years, has your firm ever been denied bonding?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance and include the name of the bonding company.

6. In the past five (5) years, has any bonding company made any payments to satisfy any claims made against a bond issued on your firm's behalf or a firm where you were the principal?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance.

**PERFORMANCE HISTORY**

7. In the past five (5) years, has your firm ever defaulted under a contract with a governmental entity or with a private individual or entity?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance.

Los Angeles World Airports  
Contractor Responsibility Program  
Questionnaire

3

8. In the past five (5) years, has a governmental or private entity or individual terminated your firm's contract prior to completion of the contract?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, and principal contact information.

9. In the past five (5) years, has your firm ever failed to meet any scheduled deliverables or milestones?

Yes  No

If Yes, explain on Attachment A the circumstances surrounding each instance, and principal contact information.

10. In the past ten (10) years, has the bidder/proposer had any contracts with any private or governmental entity to perform work which is similar, in any way, to the work to be performed on the contract for which you are bidding or proposing?

Yes  No

If Yes, list on a separate attachment, for each contract listed in response to this question: (a) contract number and dates; (b) awarding authority; (c) contact name and phone number; (d) description and success of performance; and (e) total dollar amount. Include audit information if available.

**COMPLIANCE**

11. In the past five (5) years, has your firm or any of its owners, partners, or officers, been penalized for or been found to have violated any federal, state, or local laws in the performance of a contract, including but not limited to laws regarding health and safety, labor and employment, wage and hours, and licensing laws which affect employees?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and the outcome and current status.

12. In the past five (5) years, has your firm ever been debarred or determined to be a non-responsible bidder contractor?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and the current status.

**BUSINESS INTEGRITY**

13. In the past five (5) years, has your firm been convicted of, or found liable in a civil suit for making a false claim(s) or material misrepresentation(s) to any private or governmental entity?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and the outcome and current status.

14. In the past five (5) years, has your firm or any of its executives, management personnel, and owners been convicted of a crime, including misdemeanors, or been found liable in a civil suit involving the bidding, awarding, or performance of a government contract; or the crime of theft, fraud, embezzlement, perjury, or bribery?

Yes  No

If Yes, explain on Attachment A the specific circumstances surrounding each instance, including the entity involved, the specific infraction(s), the dates of such instances, and current status.



**ATTACHMENT "A"**  
**FOR ANSWERS TO QUESTIONS IN SECTIONS A THROUGH E**

Use the space below to provide required additional information or explanation(s). Information submitted on this sheet must be typewritten. Indicate the question for which you are submitting the additional information. Information submitted on this Attachment will be available for public review, except to the extent that such information is exempt from disclosure pursuant to applicable law. Insert additional Attachment A pages as necessary.

[Empty space for providing additional information or explanation(s).]

**CERTIFICATION UNDER PENALTY OF PERJURY**

I certify under penalty of perjury under the laws of the State of California that I have read and understand the questions contained in this CRP Questionnaire. I further certify that I am responsible for the completeness and accuracy of the answers to each question, and that all information provided in response to this Questionnaire is true to the best of my knowledge and belief.

Lydia Namyen      [Signature]      5/1/13  
Print Name, Title      Signature      Date

**LOS ANGELES WORLD AIRPORTS  
CONTRACTOR RESPONSIBILITY PROGRAM  
PLEDGE OF COMPLIANCE**

The Los Angeles World Airports (LAWA) Contractor Responsibility Program (Board Resolution #21601) provides that, unless specifically exempted, LAWA contractors working under contracts for services, for purchases, for construction, and for leases, that require the Board of Airport Commissioners' approval shall comply with all applicable provisions of the LAWA Contractor Responsibility Program. Bidders and proposers are required to complete and submit this Pledge of Compliance with the bid or proposal or with an amendment of a contract subject to the CRP. In addition, within 10 days of execution of any subcontract, the contractor shall submit to LAWA this Pledge of Compliance from each subcontractor who has been listed as performing work on the contract.

The contractor agrees to comply with the Contractor Responsibility Program and the following provisions:

- (a) To comply with all applicable Federal, state, and local laws in the performance of the contract, including but not limited to, laws regarding health and safety, labor and employment, wage and hours, and licensing laws which affect employees.
- (b) To notify LAWA within thirty (30) calendar days after receiving notification that any government agency has initiated an investigation that may result in a finding that the contractor is not in compliance with paragraph (a).
- (c) To notify LAWA within thirty (30) calendar days of all findings by a government agency or court of competent jurisdiction that the contractor has violated paragraph (a).
- (d) To provide LAWA within thirty (30) calendar days updated responses to the CRP Questionnaire if any change occurs which would change any response contained within the completed CRP Questionnaire. Note: This provision does not apply to amendments of contracts not subject to the CRP and to subcontractors not required to submit a CRP Questionnaire.
- (e) To ensure that subcontractors working on the LAWA contract shall complete and sign a Pledge of Compliance attesting under penalty of perjury to compliance with paragraphs (a) through (c) herein. To submit to LAWA the completed Pledges.
- (f) To notify LAWA within thirty (30) days of becoming aware of an investigation, violation or finding of any applicable federal, state, or local law involving the subcontractors in the performance of a LAWA contract.
- (g) To cooperate fully with LAWA during an investigation and to respond to request(s) for information within ten (10) working days from the date of the Notice to Respond.

Failure to sign and submit this form to LAWA with the bid/proposal may make the bid/proposal non-responsive.

Company Name, Address and Phone Number

Empire Cleaning Supply  
12821 So. Teeguarden St., Los Angeles Ca 90061 (310) 715-6500

Signature of Officer or Authorized Representative

Date

X Lidia Nguyen VP OPS

Print Name and Title of Officer or Authorized Representative

X Lidia Nguyen

CRP Pledge

**Municipal Lobbying Ordinance**

**Bidder Certification  
CEC Form 50**

Bid/Contract Number: <b>113-033</b>	Department: <b>Los Angeles World Airports</b>
Name of Bidder: <b>Empire Cleaning Supply</b>	Phone: <b>(310) 715-1250</b>
Address: <b>12821 So. Figueroa St., Los Angeles, CA 90061</b>	
Email: <b>rosa.empire@gmail.com</b>	

**CERTIFICATION**

I certify the following on my own behalf or on behalf of the entity named above, which I am authorized to represent:

**A. I am a person or entity that is applying for a contract with the City of Los Angeles.**

**B. The contract for which I am applying is an agreement for one of the following:**

1. The performance of work or service to the City or the public;
2. The provision of goods, equipment, materials, or supplies;
3. Receipt of a grant of City financial assistance for economic development or job growth, as further described in Los Angeles Administrative Code § 10.40.1(h) [see reverse]; or
4. A public lease or license of City property where both of the following apply, as further described in Los Angeles Administrative Code § 10.37.1(i) [see reverse]:
  - a. I provide services on the City property through employees, sublessees, sublicenses, contractors, or subcontractors, and those services:
    - i. Are provided on premises that are visited frequently by substantial numbers of the public; or
    - ii. Could be provided by City employees if the awarding authority had the resources; or
    - iii. Further the proprietary interests of the City, as determined in writing by the awarding authority.
  - b. I am not eligible for exemption from the City's living wage ordinance, as eligibility is described in Los Angeles Administrative Code § 10.37(i)(b).

**C. The value and duration of the contract for which I am applying is one of the following:**

1. For goods or services contracts—a value of more than \$25,000 and a term of at least three months;
2. For financial assistance contracts—a value of at least \$100,000 and a term of any duration; or
3. For construction contracts, public leases, or licenses—any value and duration.

**D. I acknowledge and agree to comply with the disclosure requirements and prohibitions established in the Los Angeles Municipal Lobbying Ordinance if I qualify as a lobbying entity under Los Angeles Municipal Code § 48.02.**

Date: 4-30-2013      Signature: *[Signature]*

Name: WORLD WARRIOR

Title: WOPS

*Under Los Angeles Municipal Code § 48.09(f-1), this form must be submitted to the awarding authority with your bid or proposal on the contract noted above.*

**Los Angeles Administrative Code § 10.40.1(h)**

- (h) "City Financial Assistance Recipient" means any person who receives from the City discrete financial assistance in the amount of One Hundred Thousand Dollars (\$100,000.00) or more for economic development or job growth expressly articulated and identified by the City, as contrasted with generalized financial assistance such as through tax legislation.

Categories of such assistance shall include, but are not limited to, bond financing, planning assistance, tax increment financing exclusively by the City, and tax credits, and shall not include assistance provided by the Community Development Bank. City staff assistance shall not be regarded as financial assistance for purposes of this article. A loan shall not be regarded as financial assistance. The forgiveness of a loan shall be regarded as financial assistance. A loan shall be regarded as financial assistance to the extent of any differential between the amount of the loan and the present value of the payments thereunder, discounted over the life of the loan by the applicable federal rate as used in 26 U.S.C. Sections 1274(d), 7872(f). A recipient shall not be deemed to include lessees and sublessees.

**Los Angeles Administrative Code § 10.37.1(i)**

- (i) "Public lease or license".
- (a) Except as provided in (i)(b), "Public lease or license" means a lease or license of City property on which services are rendered by employees of the public lessee or licensee or sublessee or sublicensee, or of a contractor or subcontractor, but only where any of the following applies:
- (1) The services are rendered on premises at least a portion of which is visited by substantial numbers of the public on a frequent basis (including, but not limited to, airport passenger terminals, parking lots, golf courses, recreational facilities); or
  - (2) Any of the services could feasibly be performed by City employees if the awarding authority had the requisite financial and staffing resources; or
  - (3) The DAA has determined in writing that coverage would further the proprietary interests of the City.
- (b) A public lessee or licensee will be exempt from the requirements of this article subject to the following limitations:
- (1) The lessee or licensee has annual gross revenues of less than the annual gross revenue threshold, three hundred fifty thousand dollars (\$350,000), from business conducted on City property;
  - (2) The lessee or licensee employs no more than seven (7) people total in the company on and off City property;
  - (3) To qualify for this exemption, the lessee or licensee must provide proof of its gross revenues and number of people it employs in the company's entire workforce to the awarding authority as required by regulation;
  - (4) Whether annual gross revenues are less than three hundred fifty thousand dollars (\$350,000) shall be determined based on the gross revenues for the last tax year prior to application or such other period as may be established by regulation;
  - (5) The annual gross revenue threshold shall be adjusted annually at the same rate and at the same time as the living wage is adjusted under section 10.37.2 (a);
  - (6) A lessee or licensee shall be deemed to employ no more than seven (7) people if the company's entire workforce worked an average of no more than one thousand two-hundred fourteen (1,214) hours per month for at least three-fourths (3/4) of the time period that the revenue limitation is measured;
  - (7) Public leases and licenses shall be deemed to include public subleases and sublicensees;
  - (8) If a public lease or license has a term of more than two (2) years, the exemption granted pursuant to this section shall expire after two (2) years but shall be renewable in two-year increments upon meeting the requirements therefor at the time of the renewal application or such period established by regulation.

## Current Company Documents

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[Return to Profile](#)

Document Description	Disclaimer	Uploaded Date	Uploaded By	Document Expired Date	Status	Edit
Affirmative Action Affirmative Action Plan	Read Disclaimer	10/01/2012	Rosa Potcovaru	10/01/2013	Verified	
Equal Benefits Ordinance	Read Disclaimer	10/02/2012	Rosa Potcovaru	10/02/2013	Verified	
Non-discrimination/Equal Employment Practices Provisions	Read Disclaimer	10/02/2012	Rosa Potcovaru	10/02/2013	Verified	
Nondiscrimination Slavery Disclosure Ordinance (Indefinite Application) Slavery		01/16/2013	Rosa Potcovaru	No expiration date	Verified	

LA BAVN is NOT responsible for the timeliness or accuracy of this data. If in doubt, please contact the opportunity's agency of record for additional information.  
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### Review City of Los Angeles Certifications

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Certificate	Certifying Agency	Document	Status	Edit
LBE	City of Los Angeles	Local Business	Verified	

[Apply for new certifications](#)

### Review Harbor Certifications

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Certificate	Status	Edit
LBE	Active	<a href="#">View Harbor LBE</a>
SBE	Not verified	<a href="#">If you wish to be certified as Harbor SBE, you must first select at least one 6-digit NAICS code above.</a> <a href="#">You may also follow this link to add 6-digit NAICS Interest Codes</a>
VSBE	Not verified	

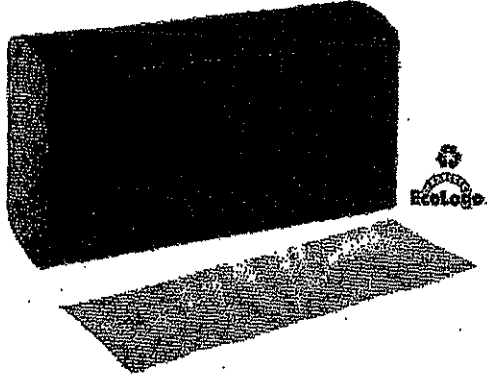
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LA BAVN is NOT responsible for the timeliness or accuracy of this data. If in doubt, please contact the opportunity's agency of record for additional information.  
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# Tork Universal Hand Towel Multifold

Bid line #1



## benefit

Tork Universal soft and absorbent towels provide the right combination of quality, performance and value. Embossing enhances hand feel and maximum performance. Multifold design provides for less towel consumption leading to source reduction, storage space savings, and lower overall costs. High wet strength provides a premium quality people appreciate. Fast absorbency helps to control usage, so you save on reduced waste and maintenance time. "No touch" hand towel service offers sanitary conditions. Contains 100% recycled fiber providing environmental benefits, and a positive image builder. Replaces MB530. EcoLogo Certified.



## product properties

product	system	Unfolded Length	Unfolded Width	Folded Length	Folded Width	Ply	Print	Embossing	Color
MB540A	H23 - multifold hand towel system	9.125 in	9.5 in	9.125 in	3.2 in	1	no	yes	White



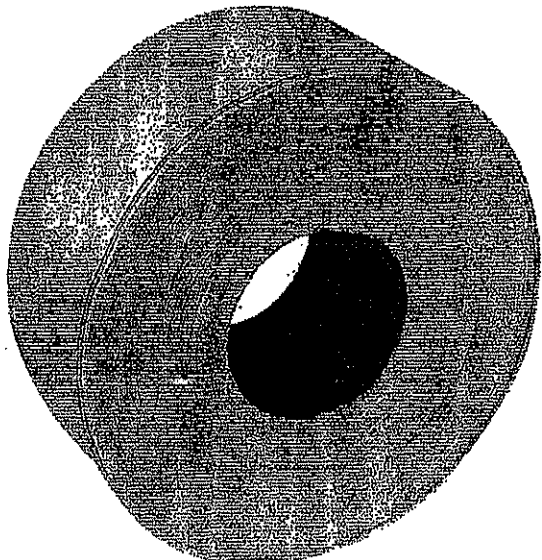
line item #3



Georgia-Pacific Professional  
133 Peachtree NE Atlanta, GA 30303  
1-866-HELLO GP (435-5647) | www.gppro.com

### Envision® 2-Ply Jumbo Jr. EPA Compliant Bathroom Tissue

Economical 2-ply bathroom tissue for environmentally concerned customers in a long-lasting jumbo junior roll format now in better packing and efficient put up case size. REPLACES 12790



#### Description:

This Envision® jumbo bathroom tissue meets EPA guidelines for minimum post consumer waste and is an economical choice for environmentally concerned customers with high-traffic washroom areas. Ideal for washrooms in public facilities, schools, industrial/manufacturing, retail stores, and cafeterias/quick service restaurants, this jumbo-sized roll delivers 1,000 feet of tissue for reduced maintenance intervals and greater customer satisfaction.

#### Features & Benefits:

- » Reliable performing jumbo bath tissue is an affordable choice for high-traffic areas
- » Meets or exceeds EPA Comprehensive Procurement Guidelines for minimum post consumer recycled fiber content
- » This jumbo tissue is replaced less often, reducing maintenance time and maximizing customer satisfaction
- » Perfect Size™ GMA pallet configuration offers better packaging efficiency & easier to handle, lighter cases

#### Product Details

Brand Owner	Georgia-Pacific
Brand	Envision®
MFG Item#	12798
Color	White
UP - UPC	073310127988
Each Per Ship Unit	8 Rolls
Items Per Each	1,000 Linear Feet
Case Total	8000 Linear Feet
Sheet (WxL)	3.590" x 1000.000"
UNSPSC	14111704
Core Size	3.3"
EPA CPG Compliant	Yes
Min. PCW %	20%
Min. Recycled %	100%
LEED EB&OM	MR IEQ
Replaces Item	12790
Buy Multiple	30 CS
Buy Mult Mgt (In)	45.39

#### Case Shipping Info

Case GTIN	10073310127986
Case Gross Wgt	15.350 lbs
Case Net Wgt	14.520 lbs
Case Dimensions (LxWxD)	18.630" x 9.500" x 15.130"
Case Volume	1.559 CFT

#### Unit Shipping Info

TI-Qty/Layer	10
HI-Layers/Unit	6
Unit Qty	60
Unit Dimensions (LxWxD)	47.130" x 38.000" x 90.750"



Printed 2/9/2013

Conty line #4

## Toilet Seat Covers - Half Fold



### Empire Seat Covers

Half-fold covers fits all popular seat cover dispensers. Made from quick-dissolving tissue; 100% biodegradable.

Item	Color	Pack
513400PKG	White	250/pkg
513500CASE	White	5000/cs

Manufactured by: Continental Western Corp.

line #7

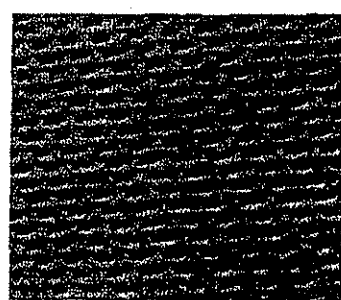
**PEERLESS**



**MATERIALS  
COMPANY**

4442 East 26<sup>th</sup> Street  
Vernon, CA 90058  
323.266.0313 / 800.221.8103  
Fax 323.266.0316  
salesinfo@peerlessmaterials.com

**Item# DFW7W2200  
White WP/PP Quarter-Fold**



White WP/PP Quarter-Fold	
<b>Product Number:</b>	DFW7W2200
<b>Wiper Size:</b>	12"x13"
<b>Pieces Per Bag:</b>	76
<b>Bags Per Case:</b>	12
<b>Total Pieces Per Case:</b>	912

**White WP/PP Quarter-Fold**

- Lint free.
- Ultra high water and oil absorbency.
- Ultra high tensil and abrasion resistance.
- Wiping Operations of various strengths.
- Special material, reusable nature, naturally degradable, environment-friendly.

**Characteristics**

- o DFW7W2200 is a embossed (big dot) absorbent nonwoven wiper, made of 70±2% woodpulp & 30±2% PP.

Line #8

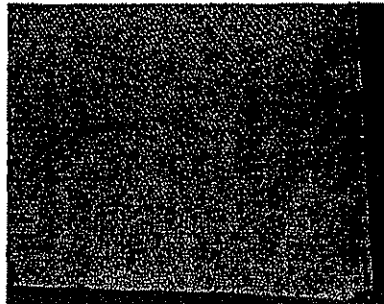
**PEERLESS**



**MATERIALS**  
C O M P A N Y

4442 East 26<sup>th</sup> Street  
Vernon, CA 90058  
323.266.0313 / 800.221.8103  
Fax 323.266.0316  
salesinfo@peerlessmaterials.com

**Item# DFW7W6400**  
**White WP/PP Inter-Fold Dispenser Case**



White WP/PP Inter-Fold Dispenser Case	
Product Number:	DFW7W6400
Wiper Size:	12"x17"
Total Pieces Per Case:	152

**White WP/PP Quarter-Fold**

- Lint free.
- Ultra high water and oil absorbency.
- Ultra high tensil and abrasion resistance.
- Wiping Operations of various strengths.
- Special material, reusable nature, naturally degradable, environment-friendly.

**Characteristics**

- DFW7W6400 is a embossed (big dot) absorbent nonwoven wiper, made of 70±2% woodpulp & 30±2% PP.

line # 11

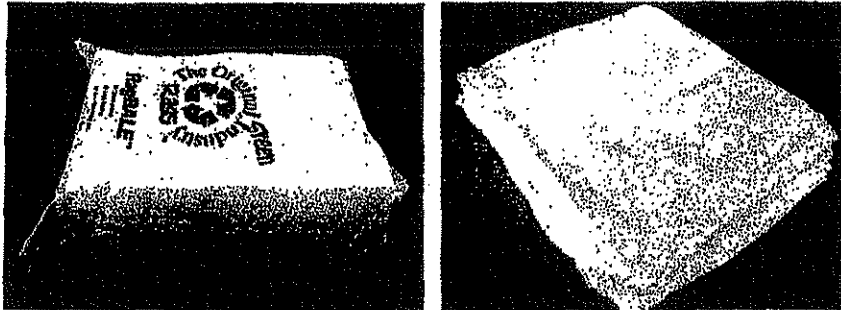
**PEERLESS**



**MATERIALS  
COMPANY**

4442 East 26<sup>th</sup> Street  
Vernon, CA 90058  
323.266.0313 / 800.221.8103  
Fax 323.266.0316  
salesinfo@peerlessmaterials.com

**Item# T58350  
New White Terry Towels**



New White Terry Towels	
<b>Product Number:</b>	T58350
<b>Towel Size:</b>	Approx. 16" x 19"
<b>Bale Weight:</b>	50 Pounds Net
<b>Cases Per Pallet:</b>	35 Bales/Pallet

**New White Terry Towels**

- Hemmed on four edges.
- Great towel for wiping purposes.
- Bale saves space, easier handling, and water resistant!

Cont'd line # 53



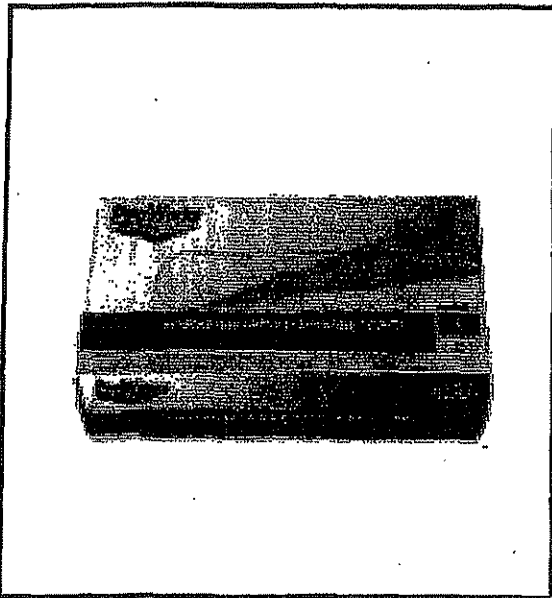
Item Search

Search

Item Catalog > GL-L105FL

**GL-L105FL**

**ProWorks® Latex Powder-Free Disposable Gloves**



- Natural color
- 9.5" length
- 5 mil
- Non-medical
- Powder-Free
- Excellent protection
- Comfortable fit
- Meets 21 CFR for food contact

*Cont's line #53*

26301 Curtiss-Wright Parkway, Cleveland, OH 44143

Phone: 800.321.9832 Email: [CustomerService@hospeco.com](mailto:CustomerService@hospeco.com)

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*Contract line # 574*



Item Search

Search

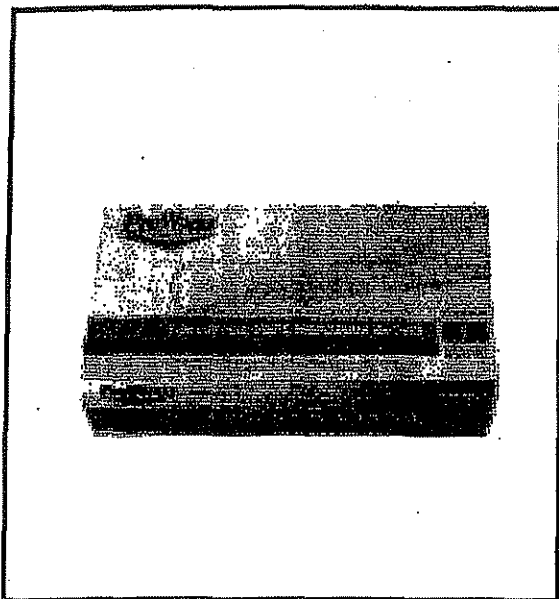
Item Catalog > GL-V103FL

**GL-V103FL**

**ProWorks® Vinyl Powder  
Free Gloves**



Contr line #54



- Excellent alternative for people with latex allergies
  - A general protection glove
  - Industrial grade
  - 4 mil
  - Beaded cuff
  - Single Use
  - Powder Free
- 

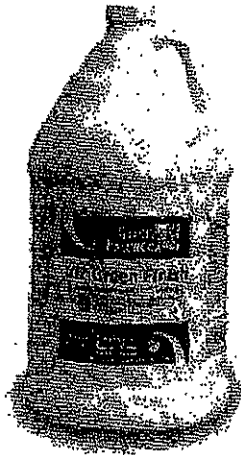
26301 Curtiss-Wright Parkway, Cleveland, OH 44143

Phone: 800.321.9832 Email: [CustomerService@hospeco.com](mailto:CustomerService@hospeco.com)

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*Bid line**#60*

Item #: 537752GAL

**Essential G2 Green Finish Floor Coating - Gal.**

Zinc-free, phosphate-free, APEO-free and phthalate-free finish. Ammonia-free, low odor. Easy to apply.

- Non-yellowing, low-maintenance
- Industry-leading black mark and scuff resistance
- 4 per case

[ visit [Essential's MSDS web site.](#) ]

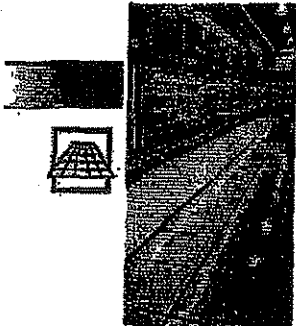
*#8201-FF***Additional Information:**

Combination seal and finish. Fast-drying, 20 minutes under normal conditions.

- Large area coverage: Up to 3000 sq ft per gallon.
- Green Seal GS-40 Certified.
- Environmentally responsible.
- Ultra-low 1.0% VOC content meets California's 2011 standard.

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Pad line # 60



Resilient Floor Care

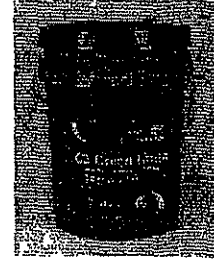
# Essential Industries, Inc.

[Products](#) | [Programs](#) | [MSDS](#) | [FAQ](#) | [How's](#) | [About Us](#) | [Contact](#) | [Home](#)

[Product Lines](#) | [Equipment](#) | [Product Systems](#) | [Technical Help](#)

[Training Aids](#) | [Sales Support](#)

## G2 Green Finish High Performance Floor Coating (8201FF)



[Features](#) | [Properties](#) | [General Directions](#)

[Application Hints](#) | [Pad Recommendations](#) | [FAQ](#)

[Packaging Specifications](#) | [MSDS](#) | [Flyer](#) | [Literature Sheet](#)

[Green Seal Certification](#)



© 1999-2013  
Essential Industries, Inc.



### Features

- Non-yellowing, low-maintenance formula offers industry-leading black mark and scuff resistance.
- Applies easily, levels nicely and dries to a deep gloss.
- Zinc-free, APEO-free and phthalate-free finish.
- Low emission formula -- meets new 1% VOC Regulation.
- Ammonia-free, low odor.
- Combination seal and finish.
- Fast-drying -- 20 minutes under normal conditions.
- Large area coverage -- up to 3,000 sq. ft. per gallon.
- [Green Seal](#) GS-40 certified.
- Also Green Seal Certified in 16% and 18% solids.

### Properties\*

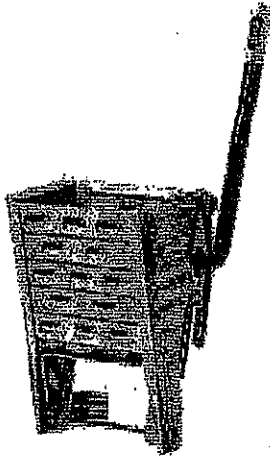
- **Type** - Acrylic Emulsion
- **Form** - Opaque Liquid
- **Odor** - Bland
- **Color** - Milky White
- **Film Clarity** - Clear
- **Weight Per Gallon** - 8.61 Lbs.
- **pH** - 7.1
- **Floor Solids** - 20%
- **Storage Stability** - Minimum 1 Year
- **Freeze/Thaw** - Do Not Freeze
- **Slip Resistance** - [UL Classified](#)

\* Properties are typical and subject to usual manufacturing tolerances.

Part line # 666

PH 1/2

**Item #: 665400EACH**  
**Impact® Metal Squeeze Wringer for 20-40 oz. Mops**



Two piece tubular steel handle and solid 5/8" square steel shaft. Superior, large angle linkage system allows maximum force throughout the wringing cycle.  
-11-1/2" H x 15" L x 9-1/4" W

Fully vented with large drain openings on all sides, allows water released by wringing force to flow quickly into bucket. Constructed from the highest quality, heavy electroplated cold rolled steel.

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pid line #66  
 4/2/12

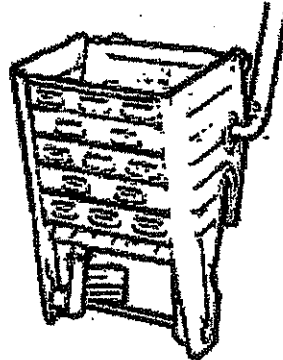
All Categories > Metal Squeeze Wringers > Item # WH2000

**Item # WH2000, Metal Squeeze Wringer**

- Two-piece tubular steel handle and solid 5/8" square steel shaft
- Fully vented with large drain opening on all sides, allowing water released by wringing force to flow quickly into bucket
- Superior, large angle linkage system allows maximum force throughout the wringing cycle
- Constructed from the highest quality, heavy electroplated cold rolled steel to prevent rusting
- Replacement part# 25023
- Replacement part# 25027



[larger image](#)



[larger image](#)

Specifications - Other Packaging Specifications

Specifications	
Color/Fragrance/Other	METAL
Green Features	Sustainable or Durable Product
Packaging	Case Each
Each Cube	0.92
Each UPC	00729861142880
Replacement Part	25023, Spring and Link for Wringers 25027, Handle Grip for WH2000

**Other Packaging Specifications**

Case Length	20.0000 In
Case Width	12.0000 In
Case Height	11 In
Case Cube	1.52

605100EACH

Page 1 of 1  
Conch Line 68

Item #: 605100EACH  
**Supreme Mix Blend Parlor Broom**



Clear handle. 5 rows stitching.  
-7/8" Diameter

09-2440

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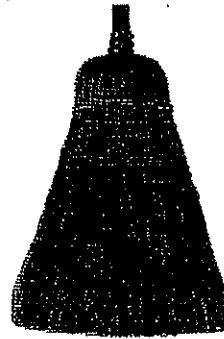
line item # 68

pg 2 of 2

### CORN STYLE BROOMS WOOD HANDLES

2102  
WAREHOUSE

PRODUCT #	DIAMETER	DESCRIPTION	WT
2102 WAREHOUSE BROOM	1 1/8	CLEAR HANDLE 4 ROWS STITCING 1 METAL BAND	2.8 LBS
2103 JANITOR BROOM	1 1/8	CLEAR HANDLE 6 ROWS STITCING	2.8 LBS
2490 ALL CORN PARLOR	7/8	CLEAR HANDLE 5 ROWS STITCING	2.5 LBS
04- 2440 PARLOR BROOM	7/8	CLEAR HANDLE 5 ROWS STITCING	1.5 LBS
2340 STREAMLINE BROOM	7/8	CLEAR HANDLE 4 ROWS STITCING	1.5 LBS



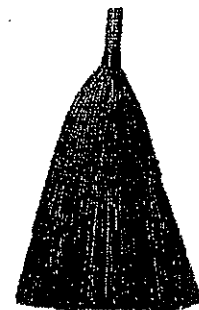
2103  
JANITOR



04- 2440  
PARLOR



2340  
STREMLINE

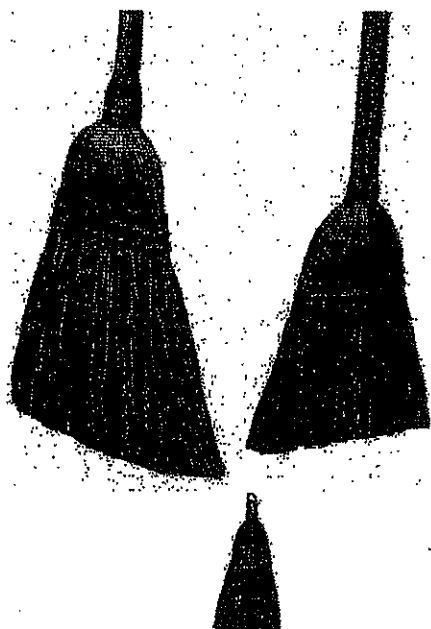


line item #69

2221  
LOBBY BROOM

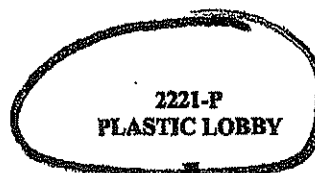
2219  
TOY BROOM

**SMALL STYLE BROOMS AND WHISK BROOMS**



PRODUCT #	DIAMETER	DESCRIPTION	WT
2221 LOBBY BROOM	3/4	CLEAR HANDLE 3 ROWS STITCING	.80 LB
2219 TOY BROOM	3/4	CLEAR HANDLE 3 ROWS STITCING	.70 LB
2215 WHISK BROOM		2 ROWS STITCING	.50 LB

2215  
WHISK BROOM



2219-F  
PLASTIC TOY

**PLASTIC STYLE BROOMS, ANGLE BROOMS**

PRODUCT #	DIAMETER	DESCRIPTION	WT
2219-P PLASTIC TOY BROOM	3/4	CLEAR HANDLE 3 ROWS STITCING	.80 LB
2221-P PLASTIC LOBBY BROOM	3/4	CLEAR HANDLE 3 ROWS STITCING	.60 LB
2215-P PLACTIC WHISK		2 ROWS STITCING	.50 LB
2519-BW SMALL ANGLE	7/8	CLEAR HANDLE	1.2 LBS
2515-BW LARGE ANGLE BROOM	7/8	CLEAR HANDLE	2.0 LBS



2515-BW  
LARGE ANGLE



2519-BW  
SMALL ANGLE





Contr line #70 & #71

page 1 of 2

# SCRUBBLE<sup>®</sup> PRODUCTS

A Division of ACS Industries, Inc.



## Utility Pads & Holders

Contr line #70

ACS #	619	3-pc. Kit A	1 ea.	.5#	0.09
-------	-----	-------------	-------	-----	------

Kit includes:

- (1) Brown Pad
- (1) White Pad
- (1) Holder

Contr line #71

ACS #	631	Brown Pad	4/5	1.7#	0.42
		• 4/5-PKS/CS			

\* See attached / second page

Bid line #71

pg 2 of 2

**Brown Heavy Duty Pad**

**ACS PART # 631-5 PADS PER BOX**

**4 BOXES PER CASE**

Nylon/polyester utility pads. Tiny hooks hold pad in place.

For use in corners, along baseboards, molding, and on steps.

-5 per pack



597300EACH

Page 1 of 1

*Bed line #* 77

Item #: 597300EACH

**Unger® ErgoTec® Soft Replacement Rubber - 22"**



Ideal for colder temperatures. Conforms to uneven surfaces. Better glide with streak-free performance. Longer lasting/superior packing.

-12 per case

*Unger #NE550*

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**Item #: 596305EACH**  
**Unger® ErgoTec® Soft Replacement Rubber - 18"**



Ideal for colder temperatures. Conforms to uneven surfaces. Better glide with streak-free performance. Longer lasting/superior packing.

-12 per case

Unger # NE 450

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Bid line #79

ps 1 of 7

# absorbs•it

a l l p u r p o s e a b s o r b e n t

**Absorbs-it is a low-cost all purpose absorbent manufactured specifically for the budget-minded end-user. The wide manufacturing specifications make this product both highly absorbent and cost effective. Add absorbs-it to your line today!**

- **Highly Absorbent:** Superior moisture extraction process increases absorption.
- **Versatile:** Use for all non-aggressive fluids
- **Superior Retention:** Hold liquids in
- **Low Density:** More scoops per pound, will save money

## Product Specifications

**Color:** Tan or Red

**Composition:** All Natural Earth Product

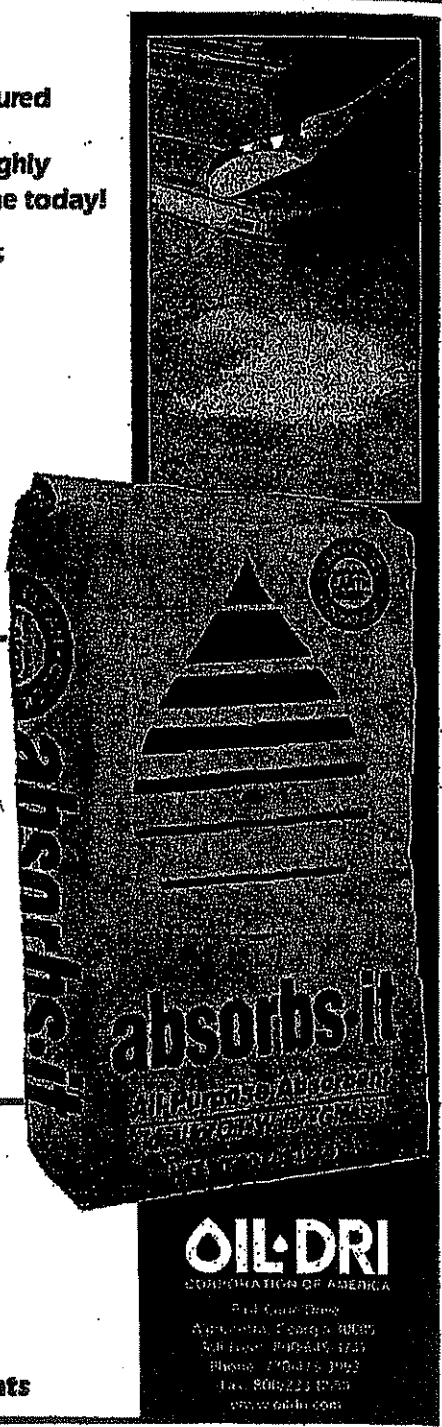
### Absorbs•it All Purpose Absorbents:

Product Code	Packaging	Weight
101140-L50	50 bags/pallet	40 lb. bag
101150-L40	40 bags/pallet	50 lb. bag

## Disposal Information

Must be disposed of in compliance with local, state and federal regulations. Since various fluids absorbed may be of toxic or hazardous in nature, Oil-Dri does not recommend disposal procedures.

**Your One Source for Clay and Synthetic Sorbents**



479  
12/17

### 1. PRODUCT IDENTIFICATION

MSDS Number: 1003000  
Identity: Granular Absorbent  
Issued: July 5, 2011  
Chemical Name Fullers Earth and/or bentonite or amorphous opaline silica

### 2. COMPOSITION

Component	CAS Number	Amount
Silica Hydrated (Amorphous Opaline Silica)	7631-86-9	90-100%
Fullers Earth	8031-18-3	90-100%
Bentonite	1302-78-9	90-100%
Quartz (respirable <1%)	14808-60-7	<10% bulk

### 3. HAZARDS IDENTIFICATION

#### EMERGENCY OVERVIEW

This product is a non-combustible, chemically inert mineral. This mineral sample contains naturally-occurring crystalline silica as quartz. Prolonged overexposure to respirable crystalline silica may cause lung disease (silicosis). IARC, in Monograph 68, has concluded that crystalline silica inhaled in the form of quartz from occupational sources is carcinogenic to humans (Group 1); however, carcinogenicity was not detected in all industrial circumstances studied. The company is not aware of any scientific or medical data available indicating that exposure to dust from this product under conditions of normal use will cause silicosis or cancer. Adverse effects would not be expected from normal use of this product.

#### HEALTH HAZARDS

**INGESTION:** No adverse effects expected with unused material.  
**INHALATION:** Inhalation of excessive concentrations of dust may cause irritation of mucous membranes and upper respiratory tract.  
**EYE:** Contact may cause mechanical irritation and possible injury.  
**SKIN:** No adverse effects expected.  
**SENSITIZATION:** No adverse effects expected.

#### CHRONIC/CARCINOGENICITY:

Inhalation of excessive concentrations of any dust, including this material, may lead to lung injury. This product contains crystalline silica. Excessive inhalation of respirable crystalline silica may cause silicosis, a progressive, disabling and fatal disease of the lung. Symptoms may include cough, shortness of breath, wheezing and reduced pulmonary function. The International Agency for Research on Cancer (IARC), in Monograph 68 has concluded that crystalline silica inhaled in the form of quartz or cristobalite, from occupational sources is carcinogenic to humans (Group 1). However, in making the overall evaluation, the Working Group noted that carcinogenicity was not detected in all industrial circumstances studied. Carcinogenicity may be dependent on inherent characteristics of the crystalline silica or on external factors affecting its

# OIL-DRI

CORPORATION OF AMERICA  
410 North Michigan Avenue  
Chicago, IL 60611

## Material Safety Data Sheet Granular Absorbent (#1003000)

(312)321-1515, Information (800)424-9300, Emergency

99  
10/3/07

biological activity or distribution of its polymorphs. The National Toxicology Program (NTP) classifies crystalline silica as a known carcinogen. The company is not aware of any scientific or medical data available indicating that exposure to dust from this product under conditions of normal use will cause silicosis or cancer. Adverse effects would not be expected from normal use of this product.

### MEDICAL CONDITIONS AGGRAVATED BY EXPOSURE:

None currently known.

## 4. FIRST AID MEASURES

- EYE:** Immediately flush eyes with cool running water, lifting upper and lower lids. If irritation persists or for foreign body in the eye, get immediate medical attention.
- SKIN:** None needed for normal use.
- INGESTION:** If used material is ingested, get medical attention due to possibility of chemical contamination. If large amount of unused material is swallowed, get immediate medical attention.
- INHALATION:** Remove to fresh air.

## 5. FIREFIGHTING MEASURES

- FLASH POINT:** This product is not combustible.
- FLAMMABLE LIMITS** Not applicable
- EXTINGUISHING MEDIA:**  
Use media that is appropriate for surrounding fire.
- UNUSUAL FIRE OR EXPLOSION HAZARDS:**  
None
- SPECIAL FIREFIGHTING INSTRUCTIONS**  
None required.
- HAZARDOUS COMBUSTION PRODUCTS:**  
None

#79  
 #1003000

**6. ACCIDENTAL RELEASE MEASURES**

Sweep up and collect for re-use or disposal

**7. HANDLING AND STORAGE**

**HANDLING:** Avoid breathing dust. If clothing becomes dusty, launder before re-use.

**STORAGE:** Store in a dry area.

**8. EXPOSURE CONTROLS/PERSONAL PROTECTION**

**EXPOSURE GUIDELINES:**

Component	Exposure Limit
Silica Hydrated (Amorphous Opaline Silica)	PEL - 80 mg/m <sup>3</sup> / % SiO <sub>2</sub>
Fullers Earth	PEL - 15 mg/m <sup>3</sup> TWA (total dust) PEL - 5 mg/m <sup>3</sup> TWA (respirable fraction)
Bentonite	PEL - 15 mg/m <sup>3</sup> TWA (total dust) PEL - 5 mg/m <sup>3</sup> TWA (respirable fraction)
Quartz (respirable <1%)	PEL - 10 mg/m <sup>3</sup> /%SiO <sub>2</sub> +2 TWA TLV - 0.025 mg/m <sup>3</sup> TWA

*PEL- OSHA Permissible Exposure Limit. TLV- American Conference of Governmental Industrial Hygienists (ACGIH) Threshold Limit Value. TWA- 8 hour Weighted Average. STEL-Short Term Exposure Limit.*

**ENGINEERING CONTROLS:**

For operations where the exposure limit may be exceeded, local exhaust ventilation is recommended.

**RESPIRATORY PROTECTION:**

For operations where the exposure limit may be exceeded, a NIOSH/MSHA approved high efficiency particulate respirator is recommended.

**SKIN PROTECTION:** None required for normal use.

**EYE PROTECTION:** Safety glasses or goggles recommended.

**OTHER:** None required for normal use.

**9. PHYSICAL AND CHEMICAL PROPERTIES**

**APPEARANCE AND ODOR:**

Gray to tan (or red) granules, no odor

**PHYSICAL STATE:** Solid

**BOILING POINT:** Not applicable

**VAPOR PRESSURE:** Not applicable

**VAPOR DENSITY:** Not applicable

**SOLUBILITY IN WATER:**

Insoluble



#19  
MSDS 7

**SPECIFIC GRAVITY:**

**pH:** Not applicable

**MELTING POINT:** Not applicable

**OCTANOL/WATER COEFFICIENT:**  
Not available

**10. STABILITY AND REACTIVITY**

**STABILITY:** Stable

**INCOMPATIBILITY:** Physical contact between this material and turpentine, hydrofluoric acid, vegetable oil or other unsaturated organic compounds (such as fish oil) may generate heat and/or fire. Do not use this material with these compounds.

**HAZARDOUS DECOMPOSITION PRODUCTS:**  
None

**HAZARDOUS POLYMERIZATION:**  
Will not occur.

**11. TOXICOLOGICAL INFORMATION**

No data available.

**12. ECOLOGICAL INFORMATION**

No data available.

**13. DISPOSAL CONSIDERATIONS**

Dispose in accordance with local, state and federal environmental regulations. Unused material is suitable for disposal in sanitary landfill. Used material may be subject to regulation, depending on the nature of the material absorbed. Check with appropriate regulatory authority for used material containing hazardous waste.

**14. TRANSPORT INFORMATION**

**PROPER SHIPPING NAME:**

Not regulated

**UN NUMBER:** Not applicable

**HAZARD CLASS/PACKING GROUP:**  
Not applicable

**LABELS REQUIRED:** None



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 410 North Michigan Avenue  
 Chicago, IL 60611

**Material Safety Data Sheet**  
 Granular Absorbent (#1003000)

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#79  
 10/26/17

**15. REGULATORY INFORMATION**

CERCLA/SUPERFUND None

**SARA HAZARD CATEGORY (311/312):**

Chronic Health

**SARA 313:**

None

**TSCA:**

All of the components of this product are listed on the EPA TSCA Inventory or exempt from notification requirements.

**EINECS:**

All of the components of this product are listed on the EINECS Inventory or exempt from notification requirements

**EEC R&S Phrases:**

Xn Harmful, R48/20 Harmful: Danger of serious damage to health by prolonged exposure by inhalation; S22 Do not breath dust; S38 In case of insufficient ventilation, wear suitable respiratory equipment.

**JAPAN MITI:**

All of the components of this product are existing chemical substances as defined in the Chemical Substances Control Law.

**AICS:**

All of the components of this product are listed on the AICS Inventory or exempt from notification requirements

**CANADIAN DSL:**

All of the components of this product are listed on the Canadian Domestic Substance List or exempt from notification requirements.

**CA PROPOSITION 65:** This product contains respirable crystalline silica which is known to the State of California to cause cancer.

**16. OTHER INFORMATION**

**NFPA RATING:**

Health=1 Fire=0 Reactivity=0

**HMIS RATING:**

Health=1\* Fire=0 Reactivity=0

The information in this data sheet is believed to be accurate. However, each purchaser should make its own test to determine the suitability of the product for its purposes. OIL-DRI CORPORATION OF AMERICA MAKES NO WARRANTY, EXPRESSED OR IMPLIED, WITH RESPECT TO THE PRODUCT and assumes no responsibility for any risk or liability arising from the use of the information or the product. Statements about the product should not be construed as recommendations to use the product in infringement of any patent.

**OILDRI**  
CORPORATION OF AMERICA  
410 North Michigan Avenue  
Chicago, IL 60611

**Material Safety Data Sheet**  
Granular Absorbent (#1003000)

☎ (312)321-1515, Information (800)424-9300, Emergency

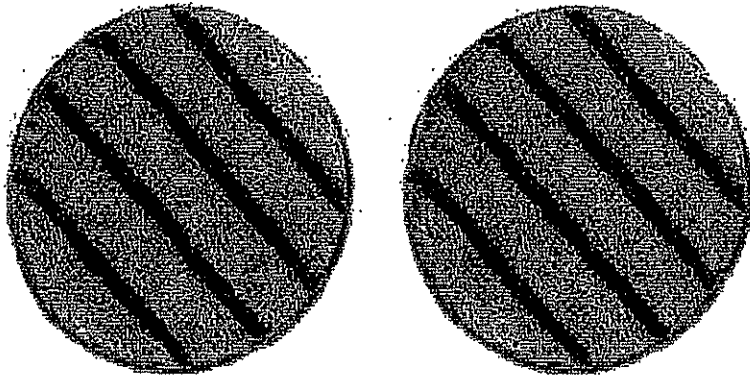
79  
1

*bid lens #83*

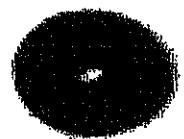
**WILEN CARPET SPIN BONNET SIZE 21" WHITE WITH GREEN STRIPES**

**MEDIUM PROFILE PAD IS CONSTRUCTED OF AGGRESSIVE YET ABSORBENT, BLENDED LOOPED-END YARN OF EXTRA DURABILITY. IDEAL FOR MEDIUM TO THICK CARPET WITH AGGRESSIVE SCRUBBING STRIPES.**

**PART # WILEN # NOO 7021 21" BONNET WITH GREEN STRIPES (EACH)**



51- 17" size RED *lin Pad (#84)*  
 Specification 1 - Daily Cleaning



## Red Buffer Pad 51

### 1.0 Product Description

The product is a floor maintenance buffing pad that can be used for light cleaning and daily maintenance. The product is made of polyester fiber in an open textured nonwoven construction. Cleaning and polishing particles are dispersed throughout the construction and bonded with a durable binder.

### 2.0 Intended Use

The pad is used for spray cleaning or dry buffing under a rotary floor machine (175 - 600 rpm). It is ideal for light scrubbing under automatic scrubbers.

### 3.0 Standard Sizes

Circular discs:

<u>Diameter</u> <u>(Inches)</u>	<u>Center Hole</u> <u>(Inches)</u>
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11 - 27 in	3 1/4"
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*Other sizes available upon request*

### 4.0 Color

Red

### Requirements

#### General Requirements

The product is constructed from a combination of 100 % virgin polyester (PET) as well as recycled fibers and synthetic adhesives and shall not be significantly affected by water, detergents and cleaners normally used for floor maintenance. The product is reversible & nominally one inch thick.

### 6.0 Packaging and Marking

#### Packaging:

Circular pads: 11" - 27" - 5 pads per case

#### Marking:

Each carton is labeled to identify the contents by product name, size and manufacturer

### 5.0 Requirements (Continued)

Typical Properties:		
Property	Value	Test Method (ASTM)
Thickness	25mm ± 4mm	D5736-95
Weight	900.5g - 1006g/m <sup>2</sup>	D461.11-93
Fiber Type	100% PET & Recycled Polyester	
Average Tensile Strength	60 lbs/2 in	D461.12-93
Recycle Content of Packaging	Not less than 45% post-consumer recycled material	

### 7.0 Pad Use and Cleaning

#### Directions for use:

Dust mop floors before and after spray cleaning or buffing. If floors are heavily soiled, damp mop prior to spray cleaning or buffing. Dust mop prior to scrubbing with automatic scrubber

#### Pad Cleaning:

Pads may be hosed out using a pressure spray nozzle to remove soil. Pads may be soaked in detergent or diluted cleaning solution to remove caked on soil or finish prior to cleaning.

#### 8.0 Quick Facts:

\*ACS Floor pads can be used in a number of recycling applications (ask your representative for details)  
 \*Independent Studies of ACS Floor pads have shown that ACS red floor pads increase shine and gloss levels  
 \*ACS floor pads save labor costs due to their efficiency and reduced time to mark and soil removal

51-20" size RED

bid line #85

Specification 1 - Daily Cleaning



INDUSTRIES, INC. It's what's inside that counts.™



## Red Buffer Pad 51

### 1.0 Product Description

The product is a floor maintenance buffing pad that can be used for light cleaning and daily maintenance. The product is made of polyester fiber in an open textured nonwoven construction. Cleaning and polishing particles are dispersed throughout the construction and bonded with a durable binder.

### 2.0 Intended Use

The pad is used for spray cleaning or dry buffing under a rotary floor machine (175 - 600 rpm). It is ideal for light scrubbing under automatic scrubbers.

### 3.0 Standard Sizes

Circular discs:

Diameter (Inches)	Center Hole (Inches)
11 - 27 in	3 1/4"

Other sizes available upon request

### 4.0 Color

Red

### Requirements

#### General Requirements

The product is constructed from a combination of 100 % virgin polyester (PET) as well as recycled fibers and synthetic adhesives and shall not be significantly affected by water, detergents and cleaners normally used for floor maintenance. The product is reversible & nominally one inch thick.

#### 6.0 Packaging and Marking

##### Packaging:

Circular pads: 11" - 27" - 5 pads per case

##### Marking:

Each carton is labeled to identify the contents by product name, size and manufacturer

### 5.0 Requirements (Continued)

Typical Properties:		
Property	Value	Test Method (ASTM)
Thickness	25mm ± 4mm	D5736-95
Weight	900.5g - 1006g/m <sup>2</sup>	D461.11-93
Fiber Type	100% PET & Recycled Polyester	
Average Tensile Strength	60 lbs/2 in	D461.12-93
Recycle Content of Packaging	Not less than 45% post-consumer recycled material	

### 7.0 Pad Use and Cleaning

#### Directions for use:

Dust mop floors before and after spray cleaning or buffing. If floors are heavily soiled, damp mop prior to spray cleaning or buffing. Dust mop prior to scrubbing with automatic scrubber

#### Pad Cleaning:

Pads may be hosed out using a pressure spray nozzle to remove soil. Pads may be soaked in detergent or diluted cleaning solution to remove caked on soil or finish prior to cleaning.

### 8.0 Quick Facts:

- \*ACS Floor pads can be used in a number of recycling applications (ask your representative for details)
- \*Independent Studies of ACS Floor pads have shown that ACS red floor pads increase shine and gloss levels
- \*ACS floor pads save labor costs due to their efficiency and reduced time to mark and soil removal



It's what's inside that counts.™

72-17" size  
BLACK

Specification 1 - Wax Stripping  
Bed Line #87



## Black Stripping Pad Type 72

### 5.0 Requirements (Continued)

#### 1.0 Product Description

This product is a floor maintenance stripping pad made of nylon and polyester fibers in an open textured non-woven construction. Abrasive particles are dispersed throughout and bonded to the non-woven construction with a durable adhesive. The pads are nominally 1 inch thick and available in various sizes. The unique open web design prevents build up of cleaning materials during use, to ensure longer life of the pad

#### 2.0 Intended Use

The product is used with water-based floor finish stripping solutions to remove old soiled floor finishes and sealers. The product is also used to clean heavily soiled hard surface floors such as concrete when used with appropriate cleaning chemicals. The product is normally used on low speed rotary floor machines or automatic scrubbers (175-350 RPM)

#### 3.0 Standard Sizes

Circular discs:

Diameter (Inches)	Center Hole (Inches)
11-27"	3 1/4"

Other sizes available upon request

#### 4.0 Color Black

#### 5.0 Requirements

##### General Requirements

This product shall be made of polyester & nylon and synthetic adhesives and shall not be affected by water, detergents and cleaners normally used for floor scrubbing. The product is reversible and nominally one inch thick.

#### 6.0 Packaging and Marking

##### Packaging:

Circular pads: 11" - 27" - 5 pads per case

##### Marking:

Each carton is labeled to identify the contents by product name, size and manufacturer

#### Typical Properties:

Property	Value	Test Method (ASTM)
Thickness	25mm ± 4mm	D5736-95
Weight	1250.5g - 1450g/m <sup>2</sup>	D461.11-93
Fiber Type	100% PET, Nylon & Recycled Polyester	
Average Tensile Strength	70 lbs/2 in	D461.12-93
Recycle Content of Packaging	Not less than 45% post-consumer recycled material	

#### 7.0 Pad Use and Cleaning

##### 7.0 Directions for use:

Dust mop or sweep floors prior to scrubbing with stripping or cleaning solution and floor pad. Pick up dirty solution with a mop, wet vacuum or automatic scrubber. Rinse floor and let dry prior to recoating or opening to traffic

##### Pad Cleaning:

Pads may be hosed out using a pressure spray nozzle to remove soil.

Pads may be soaked in detergent or diluted stripping solution dissolve caked on soil or finish prior to cleaning.

#### 8.0 Quick Facts:

\*ACS Floor pads can be used in a number of recycling applications (ask your representative for details)

\*Independent Studies of ACS Floor pads have shown that ACS black strip pads last longer & remove more dirt over time ACS floor pads save labor costs due to their efficiency and reduced time to mark and soil removal

BLACK

Bed Line # 88

72 - 20" size

Specification 1 - Wax Stripping



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### Black Stripping Pad Type 72

#### 5.0 Requirements (Continued)

#### 1.0 Product Description

This product is a floor maintenance stripping pad made of nylon and polyester fibers in an open textured non-woven construction. Abrasive particles are dispersed throughout and bonded to the non-woven construction with a durable adhesive. The pads are nominally 1 inch thick and available in various sizes. The unique open web design prevents build up of cleaning materials during use, to ensure longer life of the pad

#### 2.0 Intended Use

The product is used with water-based floor finish stripping solutions to remove old soiled floor finishes and sealers. The product is also used to clean heavily soiled hard surface floors such as concrete when used with appropriate cleaning chemicals. The product is normally used on low speed rotary floor machines or automatic scrubbers (175-350 RPM)

#### 3.0 Standard Sizes

Circular discs:

Diameter (Inches)	Center Hole (inches)
11 - 27"	3 1/4"

Other sizes available upon request

#### 4.0 Color Black

#### 5.0 Requirements

##### General Requirements

This product shall be made of polyester & nylon and synthetic adhesives and shall not be affected by water, detergents and cleaners normally used for floor scrubbing. The product is reversible and nominally one inch thick.

#### 6.0 Packaging and Marking

##### Packaging:

Circular pads: 11" - 27" - 5 pads per case

##### Marking:

Each carton is labeled to identify the contents by product name, size and manufacturer

#### Typical Properties:

Property	Value	Test Method (ASTM)
Thickness	25mm ± 4mm	D5736-95
Weight	1250.5g - 1450g/m2	D461.11-93
Fiber Type	100% PET, Nylon & Recycled Polyester	
Average Tensile Strength	70 lbs/2 in	D461.12-93
Recycle Content of Packaging	Not less than 45% post-consumer recycled material	

#### 7.0 Pad Use and Cleaning

##### 7.0 Directions for use:

Dust mop or sweep floors prior to scrubbing with stripping or cleaning solution and floor pad. Pick up dirty solution with a mop, wet vacuum or automatic scrubber. Rinse floor and let dry prior to recoating or opening to traffic

##### Pad Cleaning:

Pads may be hosed out using a pressure spray nozzle to remove soil.

Pads may be soaked in detergent or diluted stripping solution dissolve caked on soil or finish prior to cleaning.

#### 8.0 Quick Facts:

\*ACS Floor pads can be used in a number of recycling applications (ask your representative for details)

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*Bill line #89*

## **UHS & Burnishing Pads**



*#31-27*

### **Type 31 - Aqua Burnishing**

These thick, soft UHS Pads are used to lightly polish softer floor finishes. Ideal for finishes from top dressing to a reflective gloss, they are best used with machines up to 3000 RPM.

**SIZE 27" 2EACH/PER CASE**

**ACS INDUSTRIES PART # 31-27**

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Category: 3, Product Category: Plastic, Latex Products  
APPLICABLE PAGES: 9 - 10

FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET

BIDDER EMPIRE CLEANING SUPPLY

CATEGORY: 3 PRODUCT CATEGORY: PLASTIC, LATEX PRODUCTS

IMPORTANT NOTES TO READ BEFORE FILLING THIS WORK SHEET:

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Item #	UNIT	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	Item #	UNIT	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	EPA Green Seal	EPA Recycled
1	CS	Paper towel, Multi-fold, 9.25"x9.50", White in color, 250 sheet pack, 16 packs per case. Must be original milled, non-converted product. Unisource # U23120.	40,000	\$0.00	\$0.00					\$0.00	\$0.00	EPA 40-60% post-consumer or Green Seal GS-01, 50% post-consumer	Eco Logo, 100% Recycled
2	CS	Bath tissue, jumbo roll, 2-ply, 2,000' per roll, 3.5" wide, 3" core diameter, white, SCA # TJ-1222A. No added dyes or fragrances. Must be original milled, non-converted product. EcoLogo certified. 6 rolls per case.	10,000	\$18.92	\$189,200.00					\$18.92	\$189,200.00	Eco logo CCD-082 or EPA 100% recycled w/ 20% post-consumer or Green Seal GS-01, 25% post-consumer	Eco logo, 100% Recycled
3	CS	Jr. Jumbo roll bath tissue, 2-ply 1000' roll. White in color. Unisource # U23684 or equal. 6 rolls per case.	24,000	\$0.00	\$0.00					\$0.00	\$0.00	EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer	EPA, post-consumer standards

PAGE NOT APPLICABLE (N/A)

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BIDDER EMPIRE CLEANING SUPPLY

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	Material	Quantity	Unit Price Index	Material	Quantity	Unit Price Index	EPA Recycled + Green Seal GS-01 - 100% recycled + 25% post-consumer
4	CS	Paper toilet seat covers. One ply, 12 fold disposable. 250 sheet per package. 5,000 count per case. LifeGuard # 4500	4,500	\$0.00	\$0.00		2620	322121-N				EPA 20-100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
5	CS	Toilet tissue. 3.9" X 3.75" 750 sheet 2 ply roll. 2.0" core size. Tork item # TM1604 or equal.	2,000	\$25.92	\$50,480.00		5772	322121-N				100% Recycled.
6	CS	Toilet tissue. 4.0" X 3.75" 1000 sheet 1 ply roll. 1.6" core size. 100% recycled fibers. EcoLogo certified. Tork item # TS1636S or equal 90 rolls per case.	150	\$34.53	\$5,179.50		5773	322121-N				Eco logo - 100% recycled fibers + 26% post-consumer fibers
7	CS	Manufactured Rags. 13.2" X 13.5". White, 1/4 fold, 76 sheets per box. 912 sheets per case. Kimberly-Clark # 41200 or equal	300	\$0.00	\$0.00		2815					Eco logo - 100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer
8	CS	Manufactured Rags. 12.5" X 16.8". White, Brag boxed. 152 sheets per case. Kimberly Clark # 41300 or equal.	1,700	\$0.00	\$0.00		2814					Eco logo - 100% recycled + 20-60% post-consumer or Green Seal GS-01 - 100% recycled + 25% post-consumer

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LOS ANGELES WORLD AIRPORTS

FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET

BIDDER EMPIRE CLEANING SUPPLY

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material #	RFI Item #	RFI Description
9	CS	Radi Pressing 100% flushable biodegradable applicator. 500 tubes per case. Rochester#25176488	110	\$49.45	\$5,439.50	3415		
10	CS	Famline napkins, #4, vendor box package. 250 per case. Rochester Midland # 25130873.	150	\$23.36	\$3,495.00	2613		
11	LBS	Bar towel, new, white cotton, terry cloth bar towels. Low linting. 100% Cotton NEW Turkish bannops. Terry on both sides (looped surface each side) and hemmed on all four sides. Mostly all white, but some may have green, blue or yellow strips. Roughly 16x19 and 28 - 32 oz. Highly absorbent and good for multiple uses. Must be clean and void of stains, tears, holes and strings. Free of any chemical treatments. Must be packed in a 50 lb Net Weight compressed bale bag. Must be NEW, and not recycled. A&A # B00860 or equal.	65,000	\$0.00	\$0.00	2613		
12	BX	Disposable dust mop sheets. 8" x 125' roll. 3M Easy Trap # 56654 or equal.	65,000	\$0.00	\$91,000.00			
13	CS	Nonperforated roll paper towel. 8" X 600' X 1.5" core diameter. White in color. SCA # RB800. Must be original milled, non-converted product. 6 rolls per case.	7,100	\$16.34	\$134,474.00	5663	322121-N	EPA 40-60% post-consumer or Green Seal GS-01, 26% post-consumer or Eco logo CCD-096

BIDDER EMPIRE CLEANING SUPPLY

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Item #	UNIT	DESCRIPTION OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP NUMBER	PAID BY	REMARKS
14	CS	Sanitary napkin, paper liner bag, Rochester Midland # 25025088.	1,300	\$16.45	\$16,445.00	2301	322121-N	
15	CS	Non-perforated white roll paper towel, 1,150' per roll, Kimberly Clark, Medt, 6 rolls per case, #25700	1,000	\$84.92	\$84,920.00	2616	322121-N	EPA 40-60% post-consumer or Eco logo CCD-086 or Green Seal GS-01, 50% post-consumer
16	CS	3M Twist 'N Fill Bathroom Cleaner Concentrate #44L, 6 per case. Black Or Gray Cap. No Substitute	1,250	\$0.00	\$0.00	5183	0671-0401	Green Seal cert
17	CS	3M Twist 'N Fill Cleaning Management System #6L Disinfectant Cleaner. Black Or Gray Cap. No Substitute	2,500	\$0.00	\$0.00	5002	0671-0401	** NO BID ** NOT A 3M TWIST & FILL DISTR.
18	CS	3M Twist 'N Fill Cleaning Management System #11L Scotchguard Bonnet Cleaner. Surface cleaner for lightly soiled carpets. Black Or Gray Cap. No Substitute	500	\$0.00	\$0.00	5005	0671-0401	** NO BID ** NOT A 3M TWIST & FILL DISTR.
19	CS	3M Twist 'N Fill Cleaning Management System #13L Deodorizer. Fresh scent fragrance. Black Or Gray Cap. No Substitute	600	\$0.00	\$0.00	5392	0671-0401	** NO BID ** NOT A 3M TWIST & FILL DISTR.

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BIDDER EMPIRE CLEANING SUPPLY

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material	RFI Item Number	RFI Description	RFI Price	RFI Unit	RFI Description
20	CS	3M Twist 'N Fill Cleaning Management System #27H Scotchguard Extraction Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap No Substitute	500	\$0.00	\$0.00	5010	0671-0401	CRI seal			** NO BID ** NOT A 3M TWIST & FILL DISTR
21	CS	3M Twist 'N Fill Cleaning Management System #28H Scotchguard Pretreatment Cleaner. Heavy duty carpet cleaner. Black Or Gray Cap No Substitute	350	\$0.00	\$0.00	5011	0671-0401	CRI seal			** NO BID ** NOT A 3M TWIST & FILL DISTR
22	CS	3M Twist 'N Fill Cleaning Management System #62L Tile, Grout & Bowl Cleaner. Clinging formula. Black Or Gray Cap No Substitute	300	\$0.00	\$0.00	5009	0671-0401				** NO BID ** NOT A 3M TWIST & FILL DISTR,
23	EA	3M Twist 'N Fill Cleaning Management System chemical dispenser. Black Or Gray Cap No Substitute	500	\$0.00	\$0.00	5776	0671-0401				** NO BID ** NOT A 3M TWIST & FILL DISTRIBUTOR
24	EA	3M Twist 'N Fill trigger sprayer.	2,500	\$0.00	\$0.00	5406	0671-0401				** NO BID ** NOT A 3M TWIST & FILL DISTR,
25	EA	3M Twist 'N Fill bottle with silkscreened #1L glass cleaner label.	300	\$0.00	\$0.00	5401	0671-0401				** NO BID ** NOT A 3M TWIST & FILL
26	EA	3M Twist 'N Fill bottle with silkscreened #44L bathroom cleaner disinfectant label.	250	\$0.00	\$0.00	5402	0671-0401				** NO BID ** NOT A 3M TWIST & FILL DISTR
27	EA	3M Twist 'N Fill bottle with silkscreened #5L Quart Disinfectant label.	400	\$0.00	\$0.00	5403	0671-0401				** NO BID ** NOT A 3M TWIST & FILL
28	EA	3M Twist 'N Fill bottle with silkscreened #8L general purpose cleaner label.	250	\$0.00	\$0.00	5404	0671-0401				** NO BID ** NOT A 3M TWIST & FILL

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FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET

BIDDER EMPIRE CLEANING SUPPLY

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	Material Reference Price Index	Product Reference Price Index	Notes
29	EA	3M Twist N Fill bottle with silkscreened #13L deodorizer label.	250	\$0.00	\$0.00	5405	0671-0401	** NO BID ** NOT A 3M TWIST & FILL DISTRIBUTOR.
30	CS	3M Twist 'N Fill Cleaning Management System #11, glass cleaner. Non-streaking formula. 6 bottles per case. Black Or Gray Cap No Substitute	800	\$0.00	\$0.00	5001	0671-0401	Green Seal GS-37 ** NO BID ** NOT A 3M TWIST & FILL DISTRIBUTOR.
31	CS	3M Twist 'N Fill Cleaning Management System #8L General Purpose Cleaner. High performance, all-purpose formula. 6 bottles per case. Black Or Gray Cap. No substitute.	1,500	\$0.00	\$0.00	5002	0671-0401	Green Seal GS-37 ** NO BID ** NOT A 3M TWIST & FILL DISTRIBUTOR.
32	CS	3M Twist 'N Fill Cleaning Management System #24H 3-in-1 Floor Cleaner. Low foaming cleaner. 6 bottles per case. Black Or Gray Cap. No Substitute.	1,000	\$0.00	\$0.00	5003	0671-0401	Green Seal GS-37 ** NO BID ** NOT A 3M TWIST & FILL DISTRIBUTOR.
33	CS	Ultra durable floor finish remover concentrate. Scotchgard #59242. 1 quart bottle. 6 per case.	100	\$0.00	\$0.00		0671-0401	** NO BID ** Logo CCD-147
34	CS	3M Gum Remover: #34654. 6 bottles of 6oz per case.	100	\$0.00	\$0.00		0671-0401	** NO BID **
35	CS	Floor Stripper- Diversy RTD 5547312 or ProStrip 5L RTD	100	\$0.00	\$0.00		0671-0401	** NO BID ** Green Seal
36	CS	3M Scotchguard Tile and Grout Protector. 6 quarts per case.	75	\$0.00	\$0.00	5009	0671-0401	** NO BID ** SCOTCHGARD Rule 109

**CITY OF LOS ANGELES**  
**LOS ANGELES WORLD AIRPORTS**  
**PAGE NOT APPLICABLE (N/A)**  
**FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

**BIDDER EMPIRE CLEANING SUPPLY**

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Item #	Quantity	Product or Service Description	Estimated Yearly Usage	Net Unit Price	Extended Price	SAP Material	Supplier Number (Product Price Code)	Notes
37	CS	3M Peroxide cleaner #34766. 12quarts per case.	50	\$0.00	\$0.00		0671-0401	** NO BID **
38	CS	Crème cleanser, mild abrasive, disinfectant, detergent cleaner. One quart bottles, 12 per case 3M product number 5624-7 or equal.	200	\$0.00	\$0.00	5644	0671-0401	*** NO BID *** Eco logo CCD-166 or Green Seal GS-37
39	CS	Foaming hand soap. Fragrance free, color clear. Gojo 1,250ML #5165-03 bottle or equal, 3 bottles per case.	7,000	\$0.00	\$0.00	5665	0671-0401	** NO BID *** Seal GS-41
40	CS	Stainless steel cleaner. Diversy Inrx #4368259. 6 bottles of 32oz per case.	125	\$0.00	\$0.00		0671-0401	** NO BID ***
41	EA	Foaming hand soap dispenser. Push style, ADA compliant. 1,250 ML. style. Gojo FHX12 or equal.	750	\$0.00	\$0.00	5778		** NO BID ***
42	CS	Disinfectant spray. Ready to use, phenolic based. 19 oz can. 12 per case. Lemon D-Fen #J23055 or equal.	250	\$0.00	\$0.00	966	0671-0401	** NO BID ***
43	EA	BBP bodily fluid clean up kit. Including absorbent powder, disp. gloves, disp. scoop, red biohazard bag & antiseptic wipes. Impact #7363	50	\$0.00	\$0.00	5783		** NO BID ** OSHA (29 CFR 1910.1030); LAWA procedures
44	EA	Ekco's Urinal Screens Bristlesor 15mm long, Conical in shape. Density of coverage or a bristle every 4.2mm, Duraflon or 60 day PLUS. Weight of 5 oz., Area of bristle coverage or 23.96 sq. in. / 153.87 cm2	15,000	\$0.00	\$0.00			** NO BID ***



LOS ANGELES WORLD AIRPORTS

FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET

BIDDER EMPIRE CLEANING SUPPLY

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Item #	UNIT	PRODUCT OR SERVICE DESCRIPTION	EST. YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAS (Material Price) MSF	RFI Index Number (Required) (RFI Index) MSF	Green Seal GS-37	** NO BID *** Green Seal GS-37
45	GL	Oxy Complete. Cleaner/degreaser. 1 gallon container.	400	\$0.00	\$0.00		0671-0401	5779	** NO BID ***
46	CS	3M #3000 Power Sponge Combo. 20 per case.	150	\$0.00	\$0.00			4461	** NO BID ***
47	CS	Purell #6691-12, hand sanitizer. 8 oz, 12 per case.	150	\$0.00	\$0.00		0671-0401	5745	** NO BID *** Green Seal cert; Eco logo CCD-170
48	CS	Purell #5491-04, 1,200ml hand sanitizer. 4 per case.	200	\$0.00	\$0.00		0671-0401	5743	Green Seal GS-53 or Eco logo CCD-170
49	EA	Purell Sanitizing TFX touch free dispenser or equal. 1200 ML	75	\$0.00	\$0.00		0671-0401	5790	** NO BID **
50	EA	Hand soap. Bobrick Sureflo pink lotion # B-81212. 12 liter box or container. No Substitute	250	\$0.00	\$0.00			5331	** NO BID **
51	EA	Urinal screen with 4 oz enzymatic deodorant block, cherry scent. Dorco Airstar #10022573 or equal.	250	\$0.00	\$0.00			5702	** NO BID **
52	BX	Air Freshener. Non-propellant type with holder. Hospeco Airworks 2.0 fragrance Vineyard. 6 per box.	620	\$0.00	\$0.00			5631	** NO BID **
<b>SUBTOTAL CLEANERS/DEGREASERS</b>									

**CITY OF LOS ANGELES  
LOS ANGELES WORLD AIRPORTS PAGE 9 APPLICABLE  
FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET**

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Item #	Unit	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	DATE	REMARKS
53	CS	Latex gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL Thick. Size Large. 100 per box. 10 boxes per case. Large size BIDDING Hospesco #GL-105FL ** as Specified **	1,500	\$5.806.00	1873		
54	CS	Vinyl gloves. Powder free, non-sterile, ambidextrous, disposable. 5 MIL thick. 100 per box. 10 boxes per case. Large size. BIDDING Hospesco GL-V103FL ** As Specified **	700	\$1,680.00	1872		
55	CS	Trash liner. Poly type, low density 40"X46", clear, 2.0 mil thickness. Single pleat bottom. Flat folded 49 lbs per box. 200 bags per case. ePoly Star.	5,000	\$0.00	2304	0915-021622	Cal Recycle RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
56	CS	Trash liner. Poly type, low density, 26"X50", clear, 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs box. 250 bags per case. ePoly Star.	4,000	\$0.00	2303	0915-021622	Cal Recycle RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
57	CS	Trash liner. Poly type, low density 22"X28" - Clear - 1.5 mil thickness. Single pleat bottom. Flat folded 50 lbs per box. 500 count.	500	\$0.00	2302	0915-021622	Cal Recycle RPPCM 30% post-consumer content by weight (reference CCR 17979.5)

FIXED BID PRICES WITH ESTIMATED YEARLY USAGE VERIFICATION WORK SHEET

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Item #	UNIT	PRODUCT OR SERVICE DESCRIPTION	ESTIMATED YEARLY USAGE	NET UNIT PRICE	EXTENDED PRICE	SAP Material Price Index	PP Index With Package	30% PCR
58	EA	Resinure 22 X24 Low Density Polyethylene 30889047 Cave Republic Moth #22281011	500	\$31.70	\$15,850.00			RPPCM 30% post-consumer content by weight (reference CCR 17979.5)
SUBTOTAL PLASTIC LATEX PRODUCTS								
59	CS	Scotch-Brite Sienna Diamond floor pads. Size 20". 5 pads per case. 3M #10027 ** NO SUB **	75	\$163.33	\$12,705.00	5604		Cal Recycle
60	GL	Floor finish. Johnson Diversy Aquaria #6120870. 1 gallon container. 1 gallon container	400	\$0.00	\$0.00	5606	0671-0401	Green Seal GS-40
61	EA	Mop head, 24 oz, 100% cotton, "Huss", steelhead type. Premier #2112424. Bidding as Specified.	8,000	\$29.25	\$29,250.00	2368		Green Seal GS-40
62	EA	Mop head, 32 oz, 100% cotton, "Huss", steelhead type. Premier #2113232. Bidding as Specified.	2,200	\$9.98	\$9,980.00	2369		Green Seal GS-40
63	EA	Dust mop head. Triangular design, 11"X15" overall. Premier #51701. Bidding as Specified.	900	\$2,394.00	\$2,394.00	2366		Green Seal GS-40
SUBTOTAL								

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Item #	Unit	Product or Service Description	Estimated Yearly Usage	Net Unit Price	Extended Price	SAP Material	AP Index	Other	AP Index
64	EA	Mop handle, steel head, type Premier #40303. Bidding as Specified.	750	\$4.20	\$3,165.00	5811			
65	EA	Mop handle, 15/16"X60", with triangle head for dust mop. Premier # 53202. Bidding as specified.	450	\$293.00	\$131,850.00	1915			
66	EA	Mop wringer. Metal down press. Zinc electroplated. 24 - 36 oz mop size. Geopress #1015.	50	\$0.00	\$0.00	3953			
67	EA	Splash guard mop bucket with casters. 35 quart capacity. Blue in color. Continental # 335-3BL	50	\$1.90	\$1,190.00	490			
68	EA	Upright com broom. Parlor style 54". Made of natural fibers. Continental #50317.	300	\$0.00	\$0.00	440			
69	EA	Upright broom. Porter style 39". Made of polypropylene washable bristles. Continental #503600	900	\$0.00	\$0.00	442			
70	CS	Doodiebug Pad holder. Threaded swivel head to accommodate standard brush handles. Includes one white pad and one brown pad. 3M #6472 or equal. 4 per case.	500	\$0.00	\$0.00	4427			
71	CS	Doodiebug brown pad. 4.5" X 10". 5 per box, 4 bxs per case. 3M #8541 or equal.	200	\$0.00	\$0.00	4422			

LOS ANGELES WORLD AIRPORTS

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72	CS	Sponge - Easy erasing pad 2.8" X 4.5" X 1.2". 4 per bag. Scotch-Brite 4004CC or equal. 3 bags per case. 3M #4004C	200	\$2,738.00	4458			
73	CS	Power Pad 5.5" X 3.9" non-woven pad. Scotch-Brite No. 2000 or equal. 20 pads per case. 3M #2000	100	\$1,110.00	5796			
74	EA	Swab - toilet bowl. Acid resistant, polypropylene head. Plastic 12" handle. Impact #204.	2,750	\$1,897.50	5797			
75	EA	Dustpan - long handle. Continental #912. As Specified.	550	\$3,261.50	1133			
76	EA	Pail (bucket), plastic 10 quart size with handle. Continental # 8110GY.	125	\$471.25	2542			
77	EA	Squeegee refill. 22" rubber blade replacement. Ektoree 1427 or equal.	150	\$0.00	3214			
78	EA	Squeegee refill. 18" rubber blade replacement. Ektoree 1427 or equal.	300	\$0.00	3212			
79	EA	Absorbent. Clay type. Must meet USDA, FDA and OSHA standards. 50 lbs bag. Oil Dry #101 150-C-40	75	\$337.50	3989			
80	CS	3M Trazac Scotch-Brite Purple Diamond floor pads. Size 27". 5 pads per case. 3M#20321 **As Specified **	120	\$29,368.80	5801			

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81	CS	3M Trizac, Red Diamond Discs, 5" diameter, #27508, 4 per case. ** As Specified **	175	\$52,240	\$94,920.00	\$94,920.00		5861		
82	CS	3M Trizac Blue Diamond Discs, 5" diameter, #27507, 4 per case. ** As Specified **	175	\$52,240	\$94,920.00	\$94,920.00		5862		
83	CS	3M Carpet Bonnet Pads, 20" diameter, 5 per case.	75	\$3,000	\$0.00	\$0.00				
84	CS	Floor pads 17" - Red, 3M #5100 or equal, 5 pads per case.	200	\$0.00	\$0.00	\$0.00		4014		
85	CS	Floor pads 20" - Red, 3M #5100 or equal, 5 pads per case.	75	\$0.00	\$0.00	\$0.00		4426		
86	CS	Floor pads 17" - Blue, 3M #5300 or equal, 5 pads per case.	100	\$0.00	\$0.00	\$0.00		4452		
87	CS	Floor pads 17" - Black, 3M #7200 or equal, 5 pads per case.	100	\$0.00	\$0.00	\$0.00		4423		
88	CS	Floor pads 20" - Black, 3M #7200 or equal, 5 pads per case.	100	\$0.00	\$0.00	\$0.00		4451		
89	CS	Floor pads 27" - Aqua, 3M #3100 or equal, 5 pads per case.	150	\$0.00	\$0.00	\$0.00		4019		

