



*Accelerate Progress for Students*

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**RFP NO. 19-025 RA**

**Janitorial Supplies & Equipment**

**ADDENDUM #1**

**Question and Answers**

1. RFP contains a section entitled "Pricing" which states "Vendor shall ensure that pricing proposed in this RFP and in the future is equal to or better than any established contracts (GSA, NASPO, Buy Board, CES, Etc) that the vendor might hold". (Page 11). Does this clause apply to vendors who entered into contracts with Cooperative Educational Services requiring that "CES prices shall be lower than your best price to individual members or participating entities?"

**Response: APS wants vendors to provide us the best price for the life of the contract regardless of what other contracts a vendor has in place. If vendor has entered into contracts with others, the vendor should review the terms and conditions of those contracts as they are sole and separate from APS.**

2. Would you please provide the previous award tabulation with winning vendor(s) and pricing per item or the current vendor and pricing per item?

**Response: see attached.**

3. Should vendors include a catalog with published pricing/discounted pricing?

**Response: No**

4. To confirm, this is a onetime order?

**Response: No, this is as needed or as requested**

5. Should other supplies be included in the catalog besides the examples listed in the bid? For example, should gloves and trash bags be included?

**Response: Please see pricing sheet in RFP; Attachment A**

6. If trash bags and gloves should be included, would you please provide the most commonly procured products model, brand and current price?

**Response: Please see pricing sheet in RFP; Attachment A**

**ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL:**

**Addenda not signed and returned may consider the RFP non-responsive and may be rejected.**

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**COMPANY/FIRM NAME**

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**SIGNATURE**

**Date**

<u>Description</u>	<u>Company</u>	<u>Overall Catalog Discount</u>	<u>Misc. Charges</u>	<u>Deliv. Charge Exception</u>	<u>Average ARO (in days)</u>	<u>Return Policy</u>
Brady Industries		45%	None	None	Next Business day	Within 30 days & no re-stocking fee. Spec. Order. 15% restocking fee.
Coppola Supply, Inc.		25%	None	None	2 Weeks	30 Days, no re-stocking fee
Fleming Chemical Co.		23%	None	None	Stocked: 1-2 days non-stocked 5- 10 days	10 Day - No-Stocking fee, Special Order 15% stocking fee
LD Supply		20%	\$5.00 environmental fee per Deliver, \$15.00 Del Fee orders under \$100.00	None	1 - 4 Business Days	15% Restocking fee on Special Orders
Minuteman International		25%	Orders under \$100.00 incur shipping charges	Standard Shipping over \$100 included	2 - 7 Days	15% re-stocking fee and shipping costs, batteries and critical filter Vacuums un-returnable
Pyramid School Products		20%	None	None	7 - 10 Days	20% re-stocking fee plus freight charges
Sandia Office Supply	32% Brand items 50% Private Brand		None	None	Next Business day	30 Day Return Policy
Shamrock Supply		15%	Fuel Surcharge of \$2.50	None	2 days in stock, 4 days out of stock, 2 weeks Mfr.	Returns before 90 days of Delivery Date, Chemicals must be kept under 40 degrees, or returns will not be accepted.
Unisource Worldwide		25%	None	None	2- 7 Days Stocked items, Non-Stock 14 - 21 Days	15% re-stocking fee, and must be returned by 10 days, after 10 days 30% re-stocking fee applies
Western Paper		40.50%	None	None	In-Stock Next Day, Special Order 10 Days	20% Re-stocking fee after 14 Days
Zep Sales & Service		38%	None	None	3 Business Days	Restocking fees apply