



Administrative Services

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LEGAL NOTICE OF INVITATION FOR BIDS
LEA COUNTY, NEW MEXICO

UNLIMITED QUANTITY CONTRACT/MAINTENANCE SUPPLIES
LEA COUNTY MAINTENANCE DEPARTMENT
BID #24 - (09-10)
DUE DATE: MARCH 11, 2010 - 3:00 P.M.

The Lea County Commissioners will receive sealed bids in the Conference Room, First Floor, Courthouse, Lovington, New Mexico, for Unlimited Quantity Contract / Maintenance Supplies, Lea County Maintenance Department.

Invitations for Bids and all related information are available on Lea county's web site at **www.leacounty.net** or by contacting the Administrative Services Department, Courthouse, 100 N. Main, Suite 11, Lovington, New Mexico 88260-4030, (575) 396-8521, X-356.

Gary Schubert, Chairman

Lovington Daily Leader
Hobbs New Sun

February 10, 2010

DETERMINATION REGARDING THE USE OF BRAND NAMES
LEA COUNTY, NEW MEXICO

UNLIMITED QUANTITY CONTRACT/MAINTENANCE SUPPLIES
LEA COUNTY MAINTENANCE DEPARTMENT

BID #24 - (09-10)

DUE DATE: MARCH 11, 2010 - 3:00 P.M.

The Administrative Services Department of Lea County in conjunction with the Lea County Maintenance Department has determined that the essential characteristics of the brand names included in the specifications are commonly known in the industry. The use of brand names will not limit or restrict competition.

TERMS AND CONDITIONS
LEA COUNTY, NEW MEXICO

UNLIMITED QUANTITY CONTRACT/MAINTENANCE SUPPLIES
LEA COUNTY MAINTENANCE DEPARTMENT
BID #24 - (09-10)
DUE DATE: MARCH 11, 2010 - 3:00 P.M.

1. The Terms and Conditions will form part of the contract between the County and the successful bidder. Failure to comply with all of the Terms and Conditions may subject the bid to rejection.
2. All bids shall be sealed, addressed and delivered to: The Administrative Services Department, Courthouse, 100 North Main, Suite 11, Lovington, New Mexico 88260-4030. Please mark the outside of the envelope "**BID #24**". It is the bidder's responsibility to see that the bid arrives on time. Late proposals, FAXes, telegrams or telephone bids will not be accepted.
3. **Each bidder is to submit its bid on the form provided.**
4. All bids are FOB Lea County Courthouse, Lovington, New Mexico.
5. The bid shall exclude all State taxes. Nontaxable transaction certificates will be issued if requested.
6. The County may accept, at its option, any one item or combination of items of a bid for acceptance. In case of ambiguity in stating bid prices, the County reserves the right to adopt the most advantageous interpretation.
7. Any resident business registered with the State Purchasing Agent may list its Resident Certification Number.
8. All Bidders will be notified by letter of the Board's award.
9. Final inspection and acceptance will be made at the destination. Any supplies rejected at the destination for non-conformance with specifications shall be removed, at the Vendor's risk and expense, promptly after notice of rejection.
10. The Bidder agrees that the supplies furnished under this order shall be covered by the most favorable commercial warranties given to any customer. Bidder agrees not to disclaim warranties of fitness for a particular purpose or merchantability. Please attach any applicable warranty / guaranty.
11. Bid specifications indicate the minimum standard of quality, performance or other pertinent characteristics required. All items equal or exceeding these specifications will be considered. All options, variations or exceptions to specifications must be listed.
12. All bid items are to be new and of most current production, unless otherwise specified as an exception.
13. The County reserves the right to waive technical irregularities in the form of the bid which do not alter price, quality or quantity, and to reject any or all bids when it is in the best interest of the County to do so.

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14. In signing this bid, the Bidder certifies that there has been no direct or indirect action in restraint of free competitive bidding in connection with this bid submitted to Lea County.
15. The New Mexico Procurement Code, 13-1-28 through 199, NMSA, 1978, shall apply to this procurement and prevail over any inconsistent terms and govern all interpretations of contract documentation. In addition, criminal laws prohibit bribes, gratuities and kickbacks.
16. All members of the Lea County Cooperative Purchasing Group are eligible to make purchases using this bid. The Cooperative Purchasing Group consists of Lea County, all the public schools, cities and towns within Lea County. Any member of the Cooperative Purchasing Group purchasing its products through this bid will make its own delivery and payment terms. Lea County assumes no obligations for any purchases other than its own.
17. The County's policy on requests for copies of proposal information after award is as follows:
 - 1) Terms and Specifications are available at no charge to vendors who will be responding directly to bids or proposals.
 - 2) Submit a written request detailing what information you would like to receive.
 - 3) There will be a charge of \$1.00 per page by cash or check / money order made payable to Lea County at the following address:

Lea County
Administrative Services Dept.
100 North Main, Suite 11
Lovington, NM 88260

The fee must be paid before the information is released.

Charges will apply to any sub-contractors requesting our mailing list. The sub-contractor may then contact vendors directly regarding information on the specifications.

18. According to state procurement regulations, any protest of the award must be submitted in writing within fifteen (15) days of written notice of award to:

Finance Director
Lea County Courthouse
100 N. Main, Suite 11
Lovington, NM 88260

SPECIFICATIONS AND CONTRACTUAL TERMS
LEA COUNTY, NEW MEXICO

UNLIMITED QUANTITY CONTRACT/MAINTENANCE SUPPLIES
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Please find attached forms listing categories of items for unlimited quantity contracts. Bids will be considered with an unlimited quantity contract to be awarded for a period beginning on date of award and continuing for one year thereafter. Upon mutual agreement on price, there will be three one-year options to renew.

Award for all maintenance items will be to responsible bidder based on shelf price and percent of discount on all other items. *A separate award will be made for softener salt.*

The listed items ***must be kept in stock or delivered within three (3) days.***
If not, the awarded vendor will provide that particular item at no charge to the County.

Prices must include shipping and delivery to Lea County Maintenance Department at the Courthouse in Lovington or to Lea County Event Center in Hobbs, as requested.

Supplies will be purchased by County employees using a purchasing card (credit card). Awarded vendor must be equipped to handle these Mastercard purchases.

Products must equal or exceed quality on all brand names listed. See Item #9 on the Terms and Conditions.

For the following products a sample must be submitted with your bid. The samples must have the business name attached for identification and will be delivered to the Maintenance Department at the Courthouse. If samples of these products are not submitted, the bid will be considered non-responsive on that item.

Paper and Plastic Products:

Tissues - A few sheets of each type bid.
Towels - A few sheets of each type bid.
Bag Liners - One each size
Comet - One container
Air Freshener - One container
Bowl Cleaner - One container
White Mop Head - One

Chemicals:

Glass Cleaner - One Container
Crazy Clean - One Container
Floor Wax: Multi-Purpose & High Traffic Urethane Fortified High Speed - One Container Ea.
Floor Cleaner - One Container
Wax Stripper: Multi Purpose & Ammonia Fortified for Heavy Buildups - One Container Ea.

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Samples will not be returned. The Maintenance Department's decision regarding the quality and performance of the product is final. Products deemed to lack the quality desired will not be recommended for purchase. If, in the opinion of the Maintenance Department, a product does not have the quality specified or required, a change to the next lowest responsible bidder will be made.

If the product size or case quantity is different than those stated, please specify on the Bid Form or Exception Sheet. Do not adjust the sales price. Adjustments will be made to assure uniformity.

The following is a brief list of products used.

Description of Product	Unit	Estimated Usage for Six Months
BAG LINERS		
24" X 32", 10 - 15 gallon bags, minimum .24 mil, low density, 500 per case	case	45
40" x 46", 40 - 50 gallon bags, minimum .85 mil, low density, 100 per case	case	49
38" x 58", 55 gallon bags, Double Stuff brand (or equal), minimum 1.75 mil, low density, 50 per case	case	212
TISSUE		
Toilet tissue, Charmin or Nice-N-Soft (or equal) #446, 500 2-ply sheets per roll, 96 rolls per case	case	242
Junior Jumbo roll 2-ply tissue, Scott # 7805 (or equal), 100 ft rolls, 12 rolls per case	case	38
White, multi-fold towels, 4000 towels per case	case	91
TOWELS AND CUPS		
Scott premier #01320 center flow towels (or equal) 250 sheets per roll, 4 rolls per case	case	126
Roll paper towels, 11" x 10.7", 68.6 sq. ft. per roll, 84 sheets per roll, 30 rolls per case	case	26
Kitchen roll paper towels, 20 rolls per case	case	48
Scott #108 (or equal) 8" wide roll hand towels, 425 ft per roll, 12 rolls per case	case	18
Scott Shop towels #1051 (or equal) center flow, 500 sheets per roll, 4 rolls per case	case	1
Double stuff roll (or equal) 5 rolls per case	case	69
Kleenex tissue (or equal) white, 100 tissues per box, 36 boxes per case	case	29.5
Coffee cups, 6 oz. styrofoam, 1000 per case	case	8
Coffee cups, 12 oz. styrofoam, 1000 per case	case	14
Cups, 16 oz. styrofoam, 1000 per case	case	10
WIPES AND GLOVES		
Johnson Wipealls (or equal) per case	case	8
Latex exam gloves with powder, 36 boxes per case	case	7

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Description of Product	Unit	Estimated Usage for Six Months
CHEMICAL PRODUCTS		
Comet Industrial strength (or equal) , 24 / 21 ounce cans per case	case	3
Spray away Glass Cleaner, 12 / 19 oz. cans per case	case	26
Industrial Glass Cleaner 4 gal/case	case	44
Spray Away Crazy Clean (or equal), 12 / 19 oz. cans per case	case	16
Aerosol Air Freshener/Disinfectant (or equal), 12 / 16 oz. cans per case	case	15
Toilet Bowl Cleaner, non-acid, quart size, 12 per case	case	45
Urinal Screen Deodorant Blocks, 12/case	case	3
Kwick bath cleaner (or equal) 12 qts/case	case	25
Husky crème cleanser (or equal) 12 qts/case	case	2
Fabuloso multipurpose cleanser (or equal) 4 gal/case	case	4
Action HD Cleanser (or equal) per gallon	each	13
Furniture Polish, aerosol, 12/18 oz. cans per case	case	6
Terminator cleaner/deodorant (or equal) 12 qts/case	case	15
Descal-it (or equal) with hydroxyacetic (glycolic) acid, CAS #79-14-1	case	5
Sewer & Drain Cleaner with 60-70% Aliphatic & 30-40% Aromatic Hydrocarbon, Clean Buoy (or equal), quarts by case	case	12
Drain trap maintenance with greater than 75% sulfuric acid, Cobra (or equal), quarts by case	case	6
Sewer & drain cleaner with 90-95% sulfuric acid, Masterstroke (or equal), quarts per case	case	1
Ultra Stripper, Bare Knuckles (or equal) gallons by case, with % by weight: [10-25 2-Butoxyethanol] [10-25 Ethanolamine] [1 - 3 Potassium Hydroxide] [1 - 1.15 Sodium Dodecylbenzene Sulfonate]	case	7
Urethane Finish, High Noon (or equal) gal. by case, with % by weight: [5 - 7 Diethylene Glycol Methyl Ether] [0.25 - < 1.0 Dibutyl Phthalate]	case	16
Super Hi-Tone (or equal) with 94-99% Petroleum Distillate % < 5% Aliphatic Hydrocarbon Petroleum Naptha	case	3
Super Shine - All (or equal) with 9.0 - 9.3 pH (concentrat); Tall oil soap, potassium; Ammonium pareth sulfate; Triethanolamine (1)	case	7
Liquid Hand cleaner, dispenser pouches, 12/case	case	6
Liquid hand cleaner, gallon size, with dispenser supplied, Johnson (or equal)	case	10

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***NOTE* Laundry soap, fabric softener and bleach with dispenser.** The Detention Facility has 3 washing machines that use soap, softener and bleach. The dispensers must be programmable to dispense the correct liquid at the appropriate time into each washer and/or dryer. The successful bidder will be responsible for installing dispensers. Dispensers should be checked at least every six weeks for function and calibration of solution amounts.

Description of Product	Unit	Estimated Usage for Six Months
LAUNDRY SOAP, FABRIC SOFTENER, BLEACH WITH DISPENSER		
Laundry Detergent -Tide or equal, 25 lb. box	box	1
Laundry Detergent - 5 gallon pail liquid and dry	5 gal pail	96
Downy Liquid 60 oz bottle - 8 btl/case	case	1
Bleach, 10 percent chlorine, 4/1 gallon containers per case	case	153
FLOOR CARE PRODUCTS AND SPRAYERS		
Multi-purpose wax floor cleaner, 4/1 gallon containers per case	case	12
General purpose floor wax stripper, 4/1 gallon containers per case	case	14
Sure Step Sealer/Finish (or equal) 4 gallons/case	case	23
High traffic urethane fortified ultra high speed wax, minimum 20% solids	case	9
Carpet Spotter - dry white powder, 12 cans per case	case	2
Large mop heads	each	20
Medium mop head (webbed white bottom with looped ends) 20oz. Cotton	each	48
20" buffing pad - black, red, white	each	30
Mop bucket with wringer - Rubbermaid (or equal)	each	1
60" fiberglass handle	each	18
60" wood handle	each	10
Angle broom	each	11
Push broom, medium bristle	each	19
Plastic dust pans 12"	each	19
Trigger sprayers 32 oz	each	30
Trigger sprayers 28 mm gray	each	116
Valu-blaster trigger sprayer	each	36
OTHER		
Ice Melt Pellets 25 lb bag	bag	6
Softener Salt	pounds	21,850

The Terms and Conditions are incorporated herein by reference.

End of specifications.

BID FORM
 LEA COUNTY, NEW MEXICO
 UNLIMITED QUANTITY CONTRACT/MAINTENANCE SUPPLIES
 LEA COUNTY MAINTENANCE DEPARTMENT
 BID #24 - (09-10)
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Company Name: _____

PRODUCT DESCRIPTION	UNIT	PRICE PER UNIT
BAG LINERS		
24" X 32", 10 - 15 gallon bags, minimum .24 mil, low density, 500 per case	case	\$
40" x 46", 40 - 50 gallon bags, minimum .85 mil, low density, 100 per case	case	\$
38" x 58", 55 gallon bags, Double Stuff brand (or equal), minimum 1.75 mil, low density, 50 per case	case	\$
TISSUE		
Toilet tissue, Charmin or Nice-N-Soft (or equal) #446, 500 2-ply sheets per roll, 96 rolls per case	case	\$
Junior Jumbo roll 2-ply tissue, Scott # 7805 (or equal), 100 ft rolls, 12 rolls per case	case	\$
White, multi-fold towels, 4000 towels per case	case	\$
TOWELS		
Scott premier #01320 center flow towels (or equal) 250 sheets per roll, 4 rolls per case	case	\$
Roll paper towels, 11" x 10.7", 68.6 sq. ft. per roll, 84 sheets per roll, 30 rolls per case	case	\$
Kitchen roll paper towels, 20 rolls per case	case	\$
Scott #108 (or equal) 8" wide roll hand towels, 425 ft per roll, 12 rolls per case	case	\$
Scott Shop towels #1051 (or equal) center flow, 500 sheets per roll, 4 rolls per case	case	\$
Double stuff roll (or equal) 5 rolls per case	case	\$
Kleenex tissue (or equal) white, 100 tissues per box, 36 boxes per case	case	\$
Coffee cups, 6 oz. styrofoam, 1000 per case	case	\$
Coffee cups, 12 oz. styrofoam, 1000 per case	case	\$
Cups, 16 oz. styrofoam, 1000 per case	case	\$

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PRODUCT DESCRIPTION	UNIT	PRICE PER UNIT
WIPES AND GLOVES		
Johnson Wipealls (or equal) per case	case	\$
Latex exam gloves with powder, 36 boxes per case	case	\$
CHEMICAL PRODUCTS		
Comet Industrial strength (or equal) , 24 / 21 ounce cans per case	case	\$
Spray away Glass Cleaner, 12 / 19 oz. cans per case	case	\$
Industrial Glass Cleaner 4 gal/case	case	\$
Spray Away Crazy Clean (or equal), 12 / 19 oz. cans per case	case	\$
Aerosol Air Freshener/Disinfectant (or equal), 12 / 16 oz. cans per case	case	\$
Toilet Bowl Cleaner, non-acid, quart size, 12 per case	case	\$
Urinal Screen Deodorant Blocks, 12/case	case	\$
Kwick bath cleaner (or equal) 12 qts/case	case	\$
Husky crème cleanser (or equal) 12 qts/case	case	\$
Fabuloso multipurpose cleanser (or equal) 4 gal/case	case	\$
Action HD Cleanser (or equal) per gallon	each	\$
Furniture Polish, aerosol, 12/18 oz. cans per case	case	\$
Terminator cleaner/deodorant (or equal) 12 qts/case	case	\$
Descal-it (or equal) with hydroxyacetic (glycolic) acid, CAS #79-14-1	case	\$
Sewer & Drain Cleaner with 60-70% Aliphatic & 30-40% Aromatic Hydrocarbon, Clean Buoy (or equal), quarts by case	case	\$
Drain trap maintenance with greater than 75% sulfuric acid, Cobra (or equal), quarts by case	case	\$

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PRODUCT DESCRIPTION	UNIT	PRICE PER UNIT
CHEMICAL PRODUCTS continued		
Sewer & drain cleaner with 90-95% sulfuric acid, Masterstroke (or equal), quarts per case	case	\$
Ultra Stripper, Bare Knuckles (or equal) gallons by case, with % by weight: [10-25 2-Butoxyethanol] [10-25 Ethanolamine] [1 - 3 Potassium Hydroxide] [1 - 1.15 Sodium Dodecylbenzene Sulfonate]	case	\$
Urethane Finish, High Noon (or equal) gal. by case, with % by weight: [5 - 7 Diethylene Glycol Methyl Ether] [0.25 - < 1.0 Dibutyl Phthalate]	case	\$
Super Hi-Tone (or equal) with 94-99% Petroleum Distillate % < 5% Aliphatic Hydrocarbon Petroleum Naptha	case	\$
Super Shine - All (or equal) with 9.0 - 9.3 pH (concentrat); Tall oil soap, potassium; Ammonium pareth sulfate; Triethanolamine (1)	case	\$
Liquid Hand cleaner, dispenser pouches, 12/case	case	\$
Liquid hand cleaner, gallon size, with dispenser supplied, Johnson (or equal)	case	\$
LAUNDRY SOAP, FABRIC SOFTENER, BLEACH WITH DISPENSER		
Laundry Detergent -Tide or equal, 25 lb. box	box	\$
Laundry Detergent - 5 gallon pail liquid and dry	5 gal pail	\$
Downy Liquid 64 oz bottle - 8/case	case	\$
Bleach, 10 percent chlorine, 4/1 gallon containers per case	case	\$
FLOOR CARE PRODUCTS AND SPRAYERS		
Multi-purpose wax floor cleaner, 4/1 gallon containers per case	case	\$
General purpose floor wax stripper, 4/1 gallon containers per case	case	\$
Sure Step Sealer/Finish (or equal) 4 gallons/case	case	\$
High traffic urethane fortified ultra high speed wax, minimum 20% solids	case	\$
Carpet Spotter - dry white powder, 12 cans per case	case	\$
Large mop heads	each	\$
Medium mop head (webbed white bottom with looped ends) 20oz. Cotton	each	\$

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PRODUCT DESCRIPTION	UNIT	PRICE PER UNIT
FLOOR CARE PRODUCTS AND SPRAYERS continued		
20" buffing pad - black, red, white	each	\$
Mop bucket with wringer - Rubbermaid (or equal)	each	\$
60" fiberglass handle	each	\$
60" wood handle	each	\$
Angle broom	each	\$
Push broom, medium bristle	each	\$
Plastic dust pans 12"	each	\$
Trigger sprayers 32 oz	each	\$
Trigger sprayers 28 mm gray	each	\$
Valu-blaster trigger sprayer	each	\$
OTHER		
Ice Melt Pellets 25 lb bag	bag	\$

PERCENT DISCOUNT FOR ALL OTHER MAINTENANCE SUPPLIES _____ %
 (excluding softener salt)

Softener Salt - Crystals must be bid

Brand Name : _____

Price per bag *including discount*: \$ _____

Pounds per bag, maximum of 50# _____

Purity Percent - minimum 99% pure _____

OPTIONS, EXCEPTIONS OR VARIATIONS
LEA COUNTY, NEW MEXICO

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Please state each and every option, exception, or variation to the specifications (if any) for the service offered.
Please sign below and return with your offer.

THERE ARE OPTIONS, EXCEPTIONS OR VARIATIONS. _____
Signature

THERE ARE NO OPTIONS, ETC. LISTED. The supplies offered on this Invitation to Bid, meet or exceed all Specifications, Terms and Conditions as described in said Invitation to Bid without exceptions. I understand products not meeting all Specifications, Terms and Conditions will be rejected and all costs will be borne by the seller.

Signature

End of Bid Form