



## ADDENDUM # 1

**From:** Lena Butler, Purchasing Supervisor  
**To:** All Bidders  
**Project:** RFB-Janitorial Supplies  
**Date:** August 12, 2020

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**This addendum is related to the County’s Request for Bids “RFB-Janitorial Supplies” and is hereby made a part of said Request for Bids to the same extent as though it were originally therein.**

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1. Upon review, if there are bid terms and conditions Vendor may not be able to agree to, will the County allow Vendor to include clarifications or exceptions as part of its bid submission? **Yes, any exceptions to the stated terms and conditions must be clearly noted in the proposal.**
2. Specifically, if there are insurance requirements that Vendor may not be able to agree to will the County consider exceptions to insurance terms and conditions? **As stated in # 1 above, any exceptions to the stated terms and conditions must be clearly noted in the proposal.**
3. Does the County consider electronic signatures to be valid “original” signatures (i.e.: DocuSign)? **The County does consider electronic signatures to be valid “original” signatures.**
4. Renewals
  - a. Are they at the sole discretion of the County or by mutual consent of the County and Vendor? **As agreed upon by both parties**
5. Are samples mandatory for this bid? Language in the bid documents only indicates that they are “requested”.
  - a. If samples cannot be provided due to COVID-19, will the County accept detailed product literature instead? **The County would prefer samples; however, due to COVID, we understand that this may be problematic. Detailed Product literature would be sufficient.**
6. Can the County provide estimated annual quantities for each line item? **See Attachment marked Parks, Property Management, and Sheriff.**
7. I’m looking for the current tabulation awarded vendor and price for the above reference bid. **Please note that this is the first year that we have consolidated this bid. I have**

included bid tabulations for Property Management and the Sheriff's Office for their solicitations.

8. The RFB states that bids "must be submitted on price sheet contained in bid package". I am not very familiar with the IPS website or system, and was unable to find the price sheet. Could you please point me to that price sheet? **The price sheet was inadvertently omitted from the original document. The document has been corrected and the new document was sent to all that requested it.**
9. I did not see an estimation on the quantities anticipated for each item. Is this information available? **The information concerning estimates are attached.**
10. The Antiseptic Soap is being purchased in bulk containers, to be used in re-fillable dispensers. I noted elsewhere in the bid packet that dispensers for soap are to be furnished at no charge. Is this accurate? If so, is there a spec and quantity available for the dispenser?

**Item 10-Parks does not need the vender to provide containers. Due to corrosion and vandalism Parks must use vandalism proof stainless steel units. We are currently trying to replace all of these containers with automatic touchless units through CARES Act funding. A solicitation for this project was released today, 8/12/2020.**

11. I noted that communications are to be made only to you regarding the items on this bid. Can you provide information regarding anticipated ordering quantities, frequency and ship to addresses? **The ordering quantities are included with this addendum. The frequency will vary per department and the ship to addresses are located at the end of the questions.** Would everything be shipped to the NH Property Management Warehouse? **No, everything will not be shipped to Property Management.** Would it be permissible to contact Tina Lovingood regarding this information? **No, it is not permissible for you to contact Tina. All questions should be sent directly to me. This ensures that all vendors are receiving the same information.**
12. The RFP under scope of work says you would like 4/1 gallon bottles, 3x3 qt bottles per case and dog poop bags. It does not provide typical volume for the year and desired delivery timelines, ie weekly, daily, Monthly. Could you please help us understand typical order volume per year? **Please refer to the information submitted by the Parks Department.**
13. Could you also share typical order sizes? **See attachment from Departments.** Can we state a required minimum purchase? **You can state a required minimum; however, it may not be honored.**
14. We also noticed the dog poop bags need to fit the existing dispensers, could you share those specs?

**Item 14-Below is a picture of the model bags we use. The dimensions of the bags are: 7.75" W x 15.5" L with**

**5.5" side gussets. We get a great discount on these bags so it will be interesting to see if these bidders can beat that price**



15. Is there particular brand you prefer? **We purposefully refrained to naming specific brands for the majority of the items.**
16. Can you please provide me with the previous award information and tabulations? **Refer to question #7 above.**
17. What is the annual estimated usage for trash bags, paper towels, and toilet tissue? **Refer to the attached document from the departments.**
18. How many locations will be utilizing this contract? **This bid includes the supplies mostly ordered by Parks, Property Management, and the Sheriff's Office. Keep in mind that that Property Management is responsible for maintaining the majority of the County buildings.**
19. Are locations equipped with a loading dock & forklift? **Yes**
20. Please provide 12 months anticipated volume for each item. **See attached document**
21. Please provide the last price paid for each item. **This information may not be all inclusive. Some of the information may be available on the bid summary sheet for Property Management and the Sheriff's Office.**
22. Regarding can liners – is the County accepting of an industry tolerance of +/- 10% in gauge? **We have stated the specifications for the can liners. If you are not providing the stated specifications, please note this as an exception.**
23. Would the County accept an alternative on towels, provided that new hands-free dispensers were offered at no charge?  
**Item 23-Parks has converted most of their facilities to blower style hand driers so very few of the facilities use paper hand towels; to a point where we only order a few cases of towels per year. We would be open to another size if the vender provided the appropriate dispenser. These dispensers would need to be stainless steel vandalism resistant units. We are in the process of changing out most of these remaining units with automatic touchless hand driers in the bidding document released today.**  
**In response to #23 – Facilities Management, also referred to as Property Management would not accept new dispensers.**
24. As a result of the Covid-19 pandemic there has been a dramatic increase in demand for all forms of PPE and cleaning supplies. This increase has had a significant impact on the market creating shortages for our domestic suppliers of materials including towels and tissue, dispensed soap and sanitizer options as well as components used in final products. As a result of the demands on the supply chain we are experiencing extended lead times for PPE and cleaning supplies. For many items manufacturers are not extended price guarantees due to the same supply chain impact. All quantity (especially for gloves) is subject to availability at the time of order. Would the County consider placing a single “bulk” order on gloves? **We would consider what's in the best interest of the County.**

25. We have a multitude of paper options, none however matching the exact length requested. We will submit our most cost efficient roll and break it down to the price per square foot. Is this an accepted format when looking at a true cost?

For #25, Facilities Management would accept price per linear foot given width requirement is met and that roll would fit in current dispenser.

**PROPERTY MANAGEMENT**

Delivery Address

New Hanover County Property Management

192 Division Drive

Wilmington, NC 28401

Item	Size	Description	Amount Per Box/Case	Sample Required	Approximately	Delivery
Hand Towels	8"x600'	18.46 lbs case weight	6 rolls per case	ONLY SEND ONE ROLL	800 cases	200 per order as needed
Toilet Tissue	3.3"x1000'	20.5 lbs case weight	12 rolls per case	ONLY SEND ONE ROLL	700 cases	200 per order as needed
Toilet Tissue			96 rolls per case		20 cases	ONE TIME ORDER
Trash Bags	40x48 clear HD	16 micron hd true mil bags BAGS MUST BE INTERLEAVED	250 bags per case	ONLY SEND ONE ROLL	150 cases	ONE TIME ORDER
Trash Bags	30x37 clear HD	13 micron hd true mil bags BAGS MUST BE INTERLEAVED	500 bags per case	ONLY SEND ONE ROLL	200 cases	ONE TIME ORDER
Gloves	xlarge vinyl	5 mil	100 per box 10 boxes per case		2 cases	AS NEEDED
Gloves	lagre vinyl	5 mil	100 per box 10 boxes per case		10 cases	AS NEEDED
Gloves	medium	5 mil	100 per box 10 boxes per case		12 cases	AS NEEDED
Gloves	xlarge latex	4 mil	100 per box 10 boxes per case		12 cases	AS NEEDED
Gloves	large latex	4 mil	100 per box 10 boxes per case		10 cases	AS NEEDED
Gloves	medium latex	4 mil	100 per box 10 boxes per case		20 cases	AS NEEDED
Gloves	small latex	4 mil	100 per box 10 boxes per case		10 cases	AS NEEDED

Prices must include shipping charges

Orders will be placed as needed. Vendors will have three (1) days from the date the order is placed for delivery.

Prices will be firm and this being a 3 year contract Term

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

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

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

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

## 2017 Sales

CustAcct	CustomerName
NEWHA110	New Hanover County Jail
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		2017 Sales		
FiscalYear	ItemCode	ItemDescription	TotalSales	QtySold
2017	CCP 2424-06N	Can Liner 24x24 6mic Clear	225.00	20.00
2017	CCP 3037-10N	Can Liner 30x37 10mic Clear	614.95	35.00
2017	CCP PGB4651	Can Liner 40x46 1.5mil Black	1,234.80	70.00
2017	CCP 404615GRN	Can Liner 40x46 XH Green	37.21	1.00
2017	CCP R404816N	Can Liner 40x48 16mic Clear	3,666.25	175.00
2017	BET 75229	Clario Hand Sani Alcohol Free	1,064.20	20.00
2017	TSZ GNEP-LG-K	Glove Nitrile Black Exam Large	117.13	3.00
2017	TSZ GNPR-2X-1M	Glove Nitrile Blue PF XX-Large	638.52	12.00
2017	TSZ GNPR-LG-1M	Glove Nitrile Large PowderFree	224.00	7.00
2017	TSZ GNPR-MD-1M	Glove Nitrile Med. Powder Free	6,848.00	214.00
2017	TSZ GNPR-XL-1M	Glove Nitrile XL Powder Free	15,744.00	492.00
2017	OAS SPOAS.75	Oasis Bar Soap .75oz 1000/cs	118.86	2.00
2017	CCP 800B	Roll Towel 8" Natural 6x800	5,118.05	319.00
2017	CCP 800W	Roll Towel 8" White 6/800'	1218.47	65.00
2017	KUT 68641	Soap Foam Free & Clear	4,033.00	109.00
2017	CCP TP96	Toilet Tissue 2 ply 96 Rolls	20,073.20	749.00
2017	RCP 2952 BEI	Wastebasket 8qt Beige	1,217.70	90.00

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## 2018 Sales

		2018 Sales		
FiscalYear	ItemCode	ItemDescription	TotalSales	QtySold
2018	CCP 2424-08N	Can Liner 24x24 8mic 1000/cs	427.90	29.00
2018	CCP 3037-13N	Can Liner 30x37 13mic Clear	980.67	51.00
2018	CCP 4046-15B	Can Liner 40x46 1.5mil Blk	1847.00	100.00
2018	CCP 4048-16N	Can Liner 40x48 16mic Clear	3982.90	170.00
2018	BET 75229	Clario Hand Sani Alcohol Free	532.10	10.00
2018	TSZ GNPR-2X-1M	Glove Nitrile Blue PF XX-Large	198.00	4.00
2018	TSZ GNPR-LG-1M	Glove Nitrile Large PowderFree	547.56	14.00
2018	TSZ GNPR-MD-1M	Glove Nitrile Med. Powder Free	9,004.78	233.00
2018	TSZ GNPR-XL-1M	Glove Nitrile XL Powder Free	19,096.82	504.00
2018	OAS SPOAS.75	Oasis Bar Soap .75oz 1000/cs	146.13	3.00
2018	CCP 800B	Roll Towel 8" Natural 6x800	5,756.79	357.00
2018	CCP 800W	Roll Towel 8" White 6/800'	1,919.85	100.00
2018	KUT 68641	Soap Foam Free & Clear	4,551.00	123.00
2018	CCP TP96	Toilet Tissue 2 ply 96 Rolls	22,538.50	835.00
2018	RCP 6482 COB	Brush Polypro 6" Iron Handle	344.96	98.00
2018	^BWK9442	Duster Extended Poly 51"-82"	47.94	6.00
2018	GCN J100	Mop Bucket/Wringer Combo 35qt	87.32	1.00

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2019 Sales YTD				
FiscalYear	ItemCode	ItemDescription	TotalSales	QtySold
2019	CCP 2424-08N	Can Liner 24x24 8mic 1000/cs	332.00	20.00
2019	CCP 3037-13N	Can Liner 30x37 13mic Clear	780.90	30.00
2019	CCP 4046-15B	Can Liner 40x46 1.5mil Blk	1,939.35	105.00
2019	CCP 4048-16N	Can Liner 40x48 16mic Clear	3,450.24	144.00
2019	BET 75229	Clario Hand Sani Alcohol Free	532.10	10.00
2019	TSZ GNEP-XL-K	Glove Nitrile Black Exam XL	48.13	1.00
2019	TSZ GNPR-2X-1M	Glove Nitrile Blue PF XX-Large	915.84	16.00
2019	TSZ GNPR-MD-1M	Glove Nitrile Med. Powder Free	7,217.56	173.00
2019	TSZ GNPR-XL-1M	Glove Nitrile XL Powder Free	18,231.64	437.00
2019	CCP 800B	Roll Towel 8" Natural 6x800	4,267.52	256.00
2019	CCP 800W	Roll Towel 8" White 6/800'	1,543.54	71.00
2019	KUT 68641	Soap Foam Free & Clear	2,590.00	70.00
2019	CCP TP96	Toilet Tissue 2 ply 96 Rolls	20,229.06	699.00
2019	TSZ GNPR-SM-1M	Glove Nitrile Small PowderFree	285.78	6.00
2019	^BWK44GLWRGRA	Waste Receptacle 44gal Gray	276.72	8.00
2019	^BWK44GLWRLIDGRA	Lid Flat Gray F/ BWK 44gal	128.48	8.00

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## PARKS DEPARTMENT

Below is a list and specifications for the janitorial products that we use in higher volumes

- Toilet paper-96 rolls per case, 2-ply, 4.5"x3"-We use about 144 cases per year
- Antiseptic Soap-4x1gallon bottles per case, we prefer to buy this bulk and refill dispensers rather than have cartridge/bag Refills-We use about 24 gallons per year
- Wiping Rags-We buy this in 25lb boxes. We use about 24 boxes per year
- State NDC Green Cleaner-4x 3qt bottles per case, we prefer to continue using this specific product as it has been approved specifically for combatting COVID-19. We also have metering systems in our districts specific for this product. We use 24 cases per year.
- Nitrile Gloves-We use Ammex HD Extra Thick Diamond texture (GWON46100)-8mm, diamond textured palm. We need the thicker 8mm for use with pesticides as well as janitorial purposes. We also want the textured palm because this offsets dexterity lost due to the added thickness
  - We use:
    - XL-240 boxes per year
    - L-100 boxes per year
- Dog Poop Bags-Easy Tie header packs required to fit our dispensers, 2000 per case. We use 320 cases per year
- Trash bags-100 rolls per case, 43"x47", coreless rolls, 1.5 mil, low density polyethylene. We use 520 cases per year

Item	Size	Description	Amount Per Box/Case	Lee Grant Coastal Chemical	Brame	Brame	Industry One	Interboro	Central Poly	Image Supply	Image Supply	Kimbles	Croaker	Tarheel Paper	
Gloves	Medium	Blue/Nitrile Powder Free/4.0 MI	100 Per Box 10 Boxes Per Case	\$32.00/case	\$41.71/case		\$38.50/case	\$31.50/1,000	\$41.29/case	\$41.10/case		\$4.67/box	\$39.00/case	\$33.20/case	
Gloves	X-Large	Blue/Nitrile Powder Free/4.0 MI	100 Per Box 10 Boxes Per Case	\$32.00/case	\$41.71/case		\$38.50/case	\$31.50/1,000	\$41.29/case	\$41.10/case		\$4.67/box	\$39.00/case	\$33.20/case	
Gloves	3X Large	Blue/Nitrile Powder Free/4.0 MI	100 Per Box 10 Boxes Per Case	\$32.00/case	\$41.71/case					\$41.10/case		\$4.67/box	\$69.00/case	\$33.20/case	
Gloves	Large	Black/Nitrile Powder Free/4.0 MI	100 Per Box 10 Boxes Per Case	\$34.50/case	\$48.98/case		\$38.50/case	\$31.50/1,000		\$41.10/case		\$6.83/box	\$39.00/case	\$38.90/case	
Paper Towels	800 Ft. Per Roll	Paper/HT/Roll Natural(Brown)/EC ODouble roll dispenser	6 Rolls Per Case	\$15.95/case	\$17.88/case	\$33.83/case	\$18.50/case			\$17.40/case	\$14.06/case		\$33.78/case	\$16.90/case	
Paper Towels	800 Ft. Per Roll	Paper/HT/Roll White/Nat/Double roll dispenser	6 Rolls Per Case	\$18.75/case	\$23.33/case	\$35.65/case	\$23.25/case			\$19.80/case	\$15.63/case		37.89/case	\$20.90/case	
Toilet Paper	NA	2 PLY 500 Sheets Per Roll 3"x 4.2" per sheet	96 Rolls Per Case	\$26.80/case	\$27.25/case	\$32.97/case	\$27.15/case			\$42.66/case	\$29.70/case		\$29.44 /case	\$28.68/case	\$25.97/case
Trash Bags	7-10 Gallon	24x24 / 6 microns (.23ml)//Clear/8.5 lbs	1000 Per Case	\$11.25/case	\$12.84/case		\$13.00/case	\$13.82/1,000	\$11.20/case	\$11.76/case		\$17.75/case	\$12.89/case	\$11.40/case	
Trash Bags	20-30 Gallon	30x37 / 10 microns (.23 ml)/Clear/20 lbs	500 Per Case	\$17.57/case	\$17.25/case		\$18.00/case	\$21.48/500	\$18.90/case	\$19.60/case		\$26.75/case	\$17.33/case	\$16.41/case	
Trash Bags	40-45 Gallon	40 x48 /16 microns (.22mil)/Clear/20 lbs	250 Per Case	\$20.95/case	\$24.98/case		\$22.50/case	\$27.74/250	\$22.80/case	\$24.13/case		\$35.22/case	\$22.97/case	\$22.05/case	
Trash Bags	40-45 Gallon	40x46/Blk/1.5 Mil/black/18.4 lbs	100 Per Case	\$17.64/case	\$18.88/case		\$18.65/case		\$15.10/case	\$17.36/case			No Bid	\$18.59/case	

**December 2nd and December 6th the products were evaluated considering price and quality. Administrative costs involved in using multiple vendors was also a consideration in awarding the bid in its entirety to Coastal Chemical.**

New Hanover County Informal Bid Recap Sheet

BID DATE 9/20/19		TOILET TISSUE 2-PLY 9 IN 3.3"X1000' 20.5 CASE WEIGHT			
				LAST COST \$20.18	
VENDOR NAME	CONTACT PERSON	QTY	ITEM-DESCRIPTION	COST PER CASE	SAMPLES
MedFirst Healthcare Supply	Kristen Ellis-Legros <a href="mailto:kristen@medfirst.biz">kristen@medfirst.biz</a>	900	GEN JRT 1000-jumbo 9 in 2-ply tissue	\$22.00	yes
Southeastern Paper Group	Chris Borocz <a href="mailto:chris.borocz@sepapergroup.com">chris.borocz@sepapergroup.com</a>	900	Morcon M99-jumbo 9 in 2-ply tissue	\$19.11	yes
Brame	Bill Scott <a href="mailto:bill.scott@bramespecialty.com">bill.scott@bramespecialty.com</a>	900	VonDrehle TT1209-jumbo 9 in 2-ply tissue	\$20.92	yes
Groupo GTE	Gregg Taylor <a href="mailto:gregg@thinkgte.com">gregg@thinkgte.com</a>	900	Mayfair 1832161-jumbo 9 in 2-ply tissue	\$19.94	yes
Veritiv Corp	John Parks <a href="mailto:john.parks2@veritivcorp.com">john.parks2@veritivcorp.com</a>	900	V00351-jumbo 9 in 2-ply tissue	\$19.94	yes
Tarheel Paper	Scott Lewis <a href="mailto:slweis@tarheelpaper.com">slweis@tarheelpaper.com</a>	900	LIVI VPG 23501-jumbo 9in 2-ply tissue	\$20.17	yes
Central Poly-Bag Corp	Andrew Hoffer <a href="mailto:bids@centralpoly.com">bids@centralpoly.com</a>	900	Atlas #700-jumbo 9 in 2-ply tissue	\$22.00	yes
Grainger	Ramey Miller <a href="mailto:ramey.miller@grainger.com">ramey.miller@grainger.com</a>	900	Tough-Guy 31KY17- jumbo 9 in 2-ply tissue	\$28.83	no
Conserv Flag Co	Kenny Gudahl <a href="mailto:kenny@conservflag.com">kenny@conservflag.com</a>	900	LIVI VPG 23501-jumbo 9in 2-ply tissue <b>(same brand we are using no sample required)</b>	\$38.55	
Morrisette	Steve Thomas <a href="mailto:stthomas@morrisette.com">stthomas@morrisette.com</a>	900	VonDrehle 3109-jumbo 9 in 2-ply tissue	\$22.10	no
Kennedy Office	Sandy Johnson <a href="mailto:sjohnson@kennedyoffice.com">sjohnson@kennedyoffice.com</a>	900	LIVI VPG 23501-jumbo 9in 2-ply tissue <b>(same brand we are using no sample required)</b>	\$23.17	



