

**SERIAL 200119 RFP MCSO INDUSTRIAL LAUNDRY EQUIPMENT, INSTALLATION,  
SERVICE AND SUPPORT**

**DATE OF LAST REVISION: May 20, 2020**

**CONTRACT END DATE: May 31, 2025**

**CONTRACT PERIOD THROUGH MAY 31, 2025**

TO: All Departments

FROM: Office of Procurement Services

SUBJECT: Contract for **MCSO INDUSTRIAL LAUNDRY EQUIPMENT, INSTALLATION,  
SERVICE AND SUPPORT**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **May 20, 2020**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

  
\_\_\_\_\_  
Kevin Tyne, Chief Procurement Officer  
Office of Procurement Services

BG/mm  
Attach

Copy to: Office of Procurement Services  
Chuck Mayper, MCSO



# **CONTRACT 200119-RFP, MCSO INDUSTRIAL LAUNDRY EQUIPMENT, INSTALLATION, SERVICE AND SUPPORT**

This contract is entered into this 20<sup>th</sup> day of May, 2020 by and between Maricopa County (“County”), a political subdivision of the State of Arizona, and Western State Design, Inc., a California corporation (“Contractor”) for the purchase of industrial laundry machines used by Inmate Laundry Services.

## **1.0 CONTRACT TERM**

- 1.1 This contract is for a term of five years, beginning on the 20<sup>th</sup> day of May, 2020 and ending the 31<sup>st</sup> day of May, 2025.
- 1.2 The County may, at its option and with the agreement of the Contractor, renew the term of this contract for additional terms up to a maximum of five additional years, (or at the County’s sole discretion, extend the contract on a month-to-month bases for a maximum of six months after expiration). The County shall notify the Contractor in writing of its intent to extend the contract term at least 60 calendar days prior to the expiration of the original contract term, or any additional term thereafter.

## **1.3 CONTRACT COMPLETION**

The Contractor shall make all reasonable efforts for an orderly transition of its duties and responsibilities to another provider and/or to the County. This may include but is not limited to the preparation of a transition plan and cooperation with the County or other providers in the transition. The transition includes the transfer of all records, and other data in the possession, custody or control of Contractor required to be provided to the County either by the terms of this agreement or as a matter of law. The provisions of this clause shall survive the expiration or termination of this agreement.

## **2.0 PRICE ADJUSTMENTS**

Any requests for reasonable price adjustments must be submitted 60 calendar days prior to the contract expiration date. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. The reasonableness of the request will be determined by comparing the request with the Consumer Price Index or by performing a market survey. If County agrees to the adjusted price terms, County shall issue written approval of the change and provide an updated version of the contract. The new change shall not be in effect until the date stipulated on the contract.

## **3.0 PAYMENTS**

- 3.1 As consideration for performance of the duties described herein, County shall pay Contractor the sum(s) stated in Exhibit A – Pricing.
- 3.2 Payment shall be made upon the County’s receipt of a properly completed invoice.

**3.3 INVOICES AND PAYMENTS**

3.3.1 The contractor shall submit one legible copy of their detailed invoice before payment(s) will be made. Incomplete invoices will not be processed. At a minimum, the invoice must provide the following information:

- Company name, address, and contact information
- County bill-to name and contact information
- Contract serial number
- County purchase order number
- Invoice number and date
- Payment terms
- Date of service or delivery
- Arrival and completion time (if applicable)
- Description of purchase (product or services)
- Pricing per unit of purchase
- Extended price
- Freight for machines purchased as a result of this contract including MCSO-approved expedited delivery requests made by Inmate Laundry
- Total amount due

Invoices shall be emailed to [mcso\\_accounts\\_payable@mcso.maricopa.gov](mailto:mcso_accounts_payable@mcso.maricopa.gov) or mailed to MCSO Finance/Accounts Payable – 550 West Jackson Street, Phoenix, AZ 85003.

3.3.2 Problems regarding billing or invoicing shall be directed to the department as listed on the purchase order.

3.3.3 Payment shall only be made to the contractor by Accounts Payable through the Maricopa County Vendor Express Payment Program. This is an Electronic Funds Transfer (EFT) process. After contract award the contractor shall complete the Vendor Registration Form located on the County Department of Finance Vendor Registration Web Site (<https://www.maricopa.gov/5169/Vendor-Information>).

3.3.4 Discounts offered in the contract shall be calculated based on the date a properly completed invoice is received by the County.

3.3.5 EFT payments to the routing and account numbers designated by the contractor will include the details on the specific invoices that the payment covers. The contractor is required to discuss remittance delivery capabilities with their designated financial institution for access to those details.

**3.4 PAYMENT RETENTION**

3.4.1 Ten percent (10%) of monies paid for Project Management and Project Labor earned by Contractor related to work under this contract shall be retained by County until Final Completion of the services herein described in Exhibit B Scope of Work. County may elect to release specific retention payments based on mutually agreed milestones, but in no case shall retention be released prior to Final Completion. All other payment terms and conditions shall not be affected by the retention. In the event of termination or cancellation of this contract by County through no fault of Contractor, Contractor shall be entitled to the refund of any funds in the retention account.

3.4.2 After fifty percent (50%) of the work has been completed, the Maricopa County Executive Steering Committee may reduce the retainage to five percent (5%) of all monies previously earned and all monies earned thereafter. Any reduction in retainage shall be in the discretion of the Maricopa County Executive Steering Committee. Any interest earned on retainage shall accrue solely to the benefit of County.

- 3.4.3 The Contractor shall have the right, pursuant to Arizona Revised Statutes, to submit securities in lieu of retention for all work completed. The Contractor is required to request this option at least 10 business days prior to submission of first Application for Payment to allow time for preparation of forms. The Contractor shall request and obtain securities forms through County. The County must identify either securities option or retention option prior to first Application for Payment.

3.5 APPLICABLE TAXES

- 3.5.1 It is the responsibility of the Contractor to determine any and all applicable taxes and include those taxes in their proposal. The legal liability to remit the tax is on the entity conducting business in Arizona. Tax is not a determining factor in contract award.
- 3.5.2 The County will look at the price or offer submitted and will not deduct, add, or alter pricing based on speculation or application of any taxes, nor will the County provide Contractor any advice or guidance regarding taxes. If you have questions regarding your tax liability, seek advice from a tax professional prior to submitting your bid. You may also find information at <https://www.azdor.gov/Business.aspx>. Once your bid is submitted, the offer is valid for the time specified in this solicitation, regardless of mistake or omission of tax liability. If the County finds overpayment of a project due to tax consideration that was not due, the Contractor will be liable to the County for that amount, and by contracting with the County agrees to remit any overpayments back to the County for miscalculations on taxes included in a bid price.
- 3.5.3 Tax Indemnification: Contractor and all subcontractors shall pay all Federal, State, and local taxes applicable to their operation and any persons employed by the Contractor. Contractor shall, and require all subcontractors to, hold Maricopa County harmless from any responsibility for taxes, damages, and interest, if applicable, contributions required under Federal and/or State and local laws and regulations, and any other costs including: transaction privilege taxes, unemployment compensation insurance, Social Security, and Workers' Compensation. Contractor may be required to establish, to the satisfaction of County, that any and all fees and taxes due to the City or the State of Arizona for any license or transaction privilege taxes, use taxes, or similar excise taxes are currently paid (except for matters under legal protest).

3.6 STRATEGIC ALLIANCE for VOLUME EXPENDITURES (SAVE)

The County is a member of the SAVE cooperative purchasing group. SAVE includes the State of Arizona, many Phoenix metropolitan area municipalities, and many K-12 unified school districts. Under the SAVE Cooperative Purchasing Agreement, and with the concurrence of the successful respondent under this solicitation, a member of SAVE may access a contract resulting from a solicitation issued by the County. If you do not want to grant such access to a member of SAVE, please so state in your proposal. In the absence of a statement to the contrary, the County will assume that you do wish to grant access to any contract that may result from this RFP.

3.7 INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENTS (ICPAs)

County currently holds ICPAs with numerous governmental entities. These agreements allow those entities, with the approval of the contractor, to purchase their requirements under the terms and conditions of the County contract. It is the responsibility of the non-County government entity to perform its own due diligence on the acceptability of the contract under its procurement rules, processes and procedures.

4.0 AVAILABILITY OF FUNDS

- 4.1 The provisions of this contract relating to payment for services shall become effective when funds assigned for the purpose of compensating the Contractor as herein provided are actually available to County for disbursement. The County shall be the sole judge and authority in determining the

availability of funds under this contract. County shall keep the Contractor fully informed as to the availability of funds.

- 4.2 If any action is taken by, any State agency, Federal department, or any other agency or instrumentality to suspend, decrease, or terminate its fiscal obligations under, or in connection with, this contract, County may amend, suspend, decrease, or terminate its obligations under, or in connection with, this contract. In the event of termination, County shall be liable for payment only for services rendered prior to the effective date of the termination, provided that such services are performed in accordance with the provisions of this contract. County shall give written notice of the effective date of any suspension, amendment, or termination under this Section, at least 10 calendar days in advance.

## 5.0 DUTIES

- 5.1 The Contractor shall perform all duties stated in Exhibit B – Scope of Work, or as otherwise directed in writing by the Procurement Officer.
- 5.2 During the contract term, County may provide Contractor’s personnel with adequate workspace for consultants and such other related facilities as may be required by Contractor to carry out its contractual obligations.

## 6.0 TERMS AND CONDITIONS

### 6.1 DELIVERY

- 6.1.1 Delivery is desired as soon as possible and shall be stipulated on the purchase order. Contractor shall notify the County representative listed on the order if the requested delivery date cannot be met and shall provide the County representative with the anticipated lead time. Failure to do so may, at the sole discretion of County, constitute a material breach of this contract.
- 6.1.2 Supplies or equipment shall be delivered between the hours of 3:00 a.m. and 6:00 p.m. MST, Monday through Thursday, except on County recognized holidays.
- 6.1.3 Delivery shall be F.O.B. Destination Freight Prepaid.

### 6.2 EXPEDITED DELIVERY

- 6.2.1 If the department determines that expedited delivery or other alternate shipping is required, it shall notify the contractor. The contractor shall determine any additional costs associated with such delivery terms and communicate that cost to the department.
- 6.2.2 The department shall not advise the contractor to proceed with an expedited shipment until acceptable terms are agreed upon and a purchase order is issued. Upon agreeing to the additional costs, the department shall advise the contractor to proceed.
- 6.2.3 Upon receipt of material(s) and invoicing, the department shall ensure that any additional charges are in compliance with the contract and do not exceed agreed costs. The department shall retain all documents related to these costs within the agency purchase file.

### 6.3 SHIPPING DOCUMENTS

A packing list or other suitable shipping document shall accompany each shipment and shall include the following:

- 6.3.1 Contract serial number
- 6.3.2 Contractor’s name and address

- 6.3.3 Department name and address
- 6.3.4 Department purchase order number
- 6.3.5 A description of product(s) shipped, including item number(s), quantity(ies), number of containers and package number(s), as applicable.

6.4 SHIPPING TERMS

Bid price(s) and terms shall be F.O.B. Destination Prepaid at

Laundry Services  
3170 W. Lower Buckeye Rd.  
Phoenix, Arizona 85009

6.5 INDEMNIFICATION

To the fullest extent permitted by law, and to the extent that claims, damages, losses or expenses are not covered and paid by insurance purchased by the Contractor, the Contractor shall defend indemnify and hold harmless the County (as Owner), its agents, representatives, agents, officers, directors, officials, and employees from and against all claims, damages, losses, and expenses (including, but not limited to attorneys' fees, court costs, expert witness fees, and the costs and attorneys' fees for appellate proceedings) arising out of, or alleged to have resulted from the negligent acts, errors, omissions, or mistakes relating to the performance of this Contract.

Contractor's duty to defend, indemnify, and hold harmless the County, its agents, representatives, agents, officers, directors, officials, and employees shall arise in connection with any claim, damage, loss, or expense that is attributable to bodily injury, sickness, disease, death or injury to, impairment of, or destruction of tangible property, including loss of use resulting there from, caused by negligent acts, errors, omissions, or mistakes in the performance of this Contract, but only to the extent caused by the negligent acts or omissions of the Contractor, a subcontractor, any one directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

The scope of this indemnification does not extend to the sole negligence of County.

6.6 INSURANCE

- 6.6.1 Contractor, at Contractor's own expense, shall purchase and maintain the herein stipulated minimum insurance from a company or companies duly licensed by the State of Arizona and possessing a current A.M. Best, Inc. rating of B++. In lieu of State of Arizona licensing, the stipulated insurance may be purchased from a company or companies, which are authorized to do business in the State of Arizona, provided that said insurance companies meet the approval of County. The form of any insurance policies and forms must be acceptable to County.
- 6.6.2 All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of County, constitute a material breach of this contract.
- 6.6.3 In the event that the insurance required is written on a claims-made basis, Contractor warrants that any retroactive date under the policy shall precede the effective date of this contract and either continuous coverage will be maintained, or an extended discovery period will be exercised for a period of two years beginning at the time work under this contract is completed.

- 6.6.4 Contractor's insurance shall be primary insurance as respects County, and any insurance or self-insurance maintained by County shall not contribute to it.
- 6.6.5 Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect the County's right to coverage afforded under the insurance policies.
- 6.6.6 The insurance policies may provide coverage that contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to County under such policies. Contractor shall be solely responsible for the deductible and/or self-insured retention and County, at its option, may require Contractor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.
- 6.6.7 The insurance policies required by this contract, except Workers' Compensation and Errors and Omissions, shall name County, its agents, representatives, officers, directors, officials and employees as Additional Insureds.
- 6.6.8 The policies required hereunder, except Workers' Compensation and Errors and Omissions, shall contain a waiver of transfer of rights of recovery (subrogation) against County, its agents, representatives, officers, directors, officials and employees for any claims arising out of Contractor's work or service.
- 6.6.9 Commercial General Liability
- Commercial General Liability insurance and, if necessary, Commercial Umbrella insurance with a limit of not less than \$2,000,000 for each occurrence, \$4,000,000 Products/Completed Operations Aggregate, and \$4,000,000 General Aggregate Limit. The policy shall include coverage for premises liability, bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage, and shall not contain any provisions which would serve to limit third party action over claims. There shall be no endorsement or modifications of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.
- 6.6.10 Automobile Liability
- Commercial/Business Automobile Liability insurance and, if necessary, Commercial Umbrella insurance with a combined single limit for bodily injury and property damage of not less than \$2,000,000 each occurrence with respect to any of the Contractor's owned, hired, and non-owned vehicles assigned to or used in performance of the Contractor's work or services or use or maintenance of the premises under this contract.
- 6.6.11 Workers' Compensation
- Workers' Compensation insurance to cover obligations imposed by Federal and State statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services under this contract; and Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.
- Contractor, its contractors and its subcontractors waive all rights against Contract and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by Contractor, its contractors and its subcontractors pursuant to this contract.

6.6.12 Certificates of Insurance

6.6.12.1 Prior to contract award, Contractor shall furnish the County with valid and complete certificates of insurance, or formal endorsements as required by the contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this contract are in full force and effect. Such certificates shall identify this contract number and title.

6.6.12.2 In the event any insurance policy(ies) required by this contract is(are) written on a claims made basis, coverage shall extend for two years past completion and acceptance of Contractor's work or services and as evidenced by annual Certificates of Insurance.

6.6.12.3 If a policy does expire during the life of the contract, a renewal certificate must be sent to County 15 calendar days prior to the expiration date.

6.6.13 Cancellation and Expiration Notice

Applicable to all insurance policies required within the Insurance Requirements of this contract, Contractor's insurance shall not be permitted to expire, be suspended, be canceled, or be materially changed for any reason without 30 days prior written notice to Maricopa County. Contractor must provide to Maricopa County, within two business days of receipt, if they receive notice of a policy that has been or will be suspended, canceled, materially changed for any reason, has expired, or will be expiring. Such notice shall be sent directly to Maricopa County Office of Procurement Services and shall be mailed or hand delivered to 160 South 4<sup>th</sup> Avenue, Phoenix, AZ 85003, or emailed to the Procurement Officer noted in the solicitation.

6.7 FORCE MAJEURE

6.7.1 Neither party shall be liable for failure of performance, nor incur any liability to the other party on account of any loss or damage resulting from any delay or failure to perform all or any part of this contract if such delay or failure is caused by events, occurrences, or causes beyond the reasonable control and without negligence of the parties. Such events, occurrences, or causes will include Acts of God/Nature (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (whether war is declared or not), civil war, riots, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, nationalization, government sanction, lockout, blockage, embargo, labor dispute, strike, interruption or failure of electricity or telecommunication service.

6.7.2 Each party, as applicable, shall give the other party notice of its inability to perform and particulars in reasonable detail of the cause of the inability. Each party must use best efforts to remedy the situation and remove, as soon as practicable, the cause of its inability to perform or comply.

6.7.3 The party asserting *Force Majeure* as a cause for non-performance shall have the burden of proving that reasonable steps were taken to minimize delay or damages caused by foreseeable events, that all non-excused obligations were substantially fulfilled, and that the other party was timely notified of the likelihood or actual occurrence which would justify such an assertion, so that other prudent precautions could be contemplated.

6.8 WARRANTY OF SERVICES

6.8.1 The Contractor warrants that all services provided hereunder will conform to the requirements of the contract, including all descriptions, specifications and attachments made a part of this contract. County's acceptance of services or goods provided by the Contractor shall not relieve the Contractor from its obligations under this warranty.



- 6.8.2 In addition to its other remedies, County may, at the Contractor's expense, require prompt correction of any services failing to meet the Contractor's warranty herein. Services corrected by the Contractor shall be subject to all the provisions of this contract in the manner and to the same extent as services originally furnished hereunder.

6.9 INSPECTION OF SERVICES

- 6.9.1 The Contractor shall provide and maintain an inspection system acceptable to County covering the services under this contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to County during contract performance and for as long afterwards as the contract requires.
- 6.9.2 County has the right to inspect and test all services called for by the contract, to the extent practicable at all times and places during the term of the contract. County shall perform inspections and tests in a manner that will not unduly delay the work.
- 6.9.3 If any of the services do not conform to contract requirements, County may require the Contractor to perform the services again in conformity with contract requirements, at no cost to the County. When the defects in services cannot be corrected by re-performance, County may:
- 6.9.3.1 require the Contractor to take necessary action to ensure that future performance conforms to contract requirements; and
  - 6.9.3.2 reduce the contract price to reflect the reduced value of the services performed.
- 6.9.4 If the Contractor fails to promptly perform the services again or to take the necessary action to ensure future performance in conformity with contract requirements, County may:
- 6.9.4.1 by contract or otherwise, perform the services and charge to the Contractor, through direct billing or through payment reduction, any cost incurred by County that is directly related to the performance of such service; or
  - 6.9.4.2 Terminate the contract for default.

6.10 ORDERING AUTHORITY

Any request for purchase shall be accompanied by a valid purchase order, issued by Office of Procurement Services, a Purchase Order issued by the using Department or direction by a Certified Agency Procurement Aid (CAPA) with a Purchase Card for payment.

6.11 NO MINIMUM OR MAXIMUM PURCHASE OBLIGATION

- 6.11.1 This contract does not guarantee any minimum or maximum purchases will be made. Orders will only be placed under this contract when the County identifies a need and proper authorization and documentation have been approved.
- 6.11.2 Contractors agree to accept verbal notification of cancellation of purchase orders from the County Procurement Officer with written notification to follow. Contractor specifically acknowledges to be bound by this cancellation policy.

6.12 PURCHASE ORDERS

County reserves the right to cancel purchase orders within a reasonable period of time after issuance. Should a purchase order be canceled, the County agrees to reimburse the Contractor for actual and documentable costs incurred by the Contractor in response to the purchase order. The County will not reimburse the Contractor for any costs incurred after receipt of County notice of cancellation, or for lost profits, shipment of product prior to issuance of purchase order.

**6.13 BACKGROUND CHECK**

Contractors need to be aware that there may be multiple background checks (Sheriff's Office, County Attorney's Office, Courts as well as Maricopa County general government) to determine if the respondent is acceptable to do business with the County. This applies to, but is not limited to, the Contractor, subcontractors and employees.

**6.14 MCSO SECURITY/BACKGROUND CLEARANCE GUIDELINES**

Jail Facility Access Security Clearance – All service contractor's (includes subcontractors) entering Maricopa County Sheriff's Office (MCSO) jail facilities are required to complete a security clearance and/or background check by the MCSO. The background investigation may include a criminal records background check. The background check will be carried out by the MCSO at the County's expense (see further details on Exhibit 7, Detention and Sheriff's Office Facilities Security Guidelines).

All contractors that work within/for the Custody Support Division shall have a badge provided to them upon successful completion of the background check. The badge must be displayed at all times in the jail facilities. The assessment by the MCSO as to eligibility of the contractor's employee is final and is not appealable. Once a successful background is completed, each employee and the contracting company will be required to go through Volunteer Training.

The contractor shall be notified if their employee is approved to perform services at MCSO facilities. Pursuant to State law, the information derived from the background check cannot be divulged to the contractor or any other unauthorized party. Final award of this contract may be contingent upon the contractor's successful completion of the security clearance requirements.

Contractor personnel shall have entry to detention or district facilities at the discretion of the Sheriff or his designee for the duration of the contract.

**6.15 PRISON RAPE ELIMINATION ACT (PREA)**

Under the Prison Rape Elimination Act (PREA), you will be required to undergo a criminal background records check, which includes being fingerprinted, prior to starting any work, and are authorizing the Sheriff's Office to conduct this procedure. See Exhibit 8 for the "Acknowledgement of Prison Rape Elimination Act" form.

All contractors shall be subject to a criminal background records check, which includes being fingerprinted, before the contractor can be authorized to perform services for the Sheriff's Office, in accordance with the PREA Standards.

All contractors, who are contracted for five or more years, shall be subject to a criminal background records check, which includes being fingerprinted at least every five years, in accordance with the PREA Standards.

**6.16 PREA TRAINING**

All contractors shall sign a PREA Acknowledgement Form, and all contractors will be required to attend mandatory PREA training each calendar year. Training will be administered by the Custody Support Division prior to providing services to the Sheriff's Office.

**6.17 SUSPENSION OF WORK**

The Procurement Officer may order the Contractor, in writing, to suspend, delay, or interrupt all or any part of the work of this contract for the period of time that the Procurement Officer determines appropriate for the convenience of the County. No adjustment shall be made under this clause for any suspension, delay, or interruption to the extent that performance would have been so suspended, delayed, or interrupted by any other cause, including the fault or negligence of the Contractor. No

request for adjustment under this clause shall be granted unless the claim, in an amount stated, is asserted in writing as soon as practicable after the termination of the suspension, delay, or interruption, but not later than the date of final payment under the contract.

**6.18 STOP WORK ORDER**

The Procurement Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 calendar days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 calendar days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Procurement Officer shall either:

6.18.1 cancel the stop work order; or

6.18.2 terminate the work covered by the order as provided in the Default, or the Termination for Convenience clause of this contract.

6.18.3 The Procurement Officer may make an equitable adjustment in the delivery schedule and/or contract price, or otherwise, and the contract shall be modified, in writing, accordingly, if the Contractor demonstrates that the stop work order resulted in an increase in costs to the Contractor.

**6.19 TERMINATION FOR CONVENIENCE**

Maricopa County may terminate the contract for convenience by providing 60 calendar days advance notice to the Contractor.

**6.20 TERMINATION FOR DEFAULT**

The County may, by written notice of default to the Contractor, terminate this contract in whole or in part if the Contractor fails to:

6.20.1 deliver the supplies or to perform the services within the time specified in this contract or any extension;

6.20.2 make progress, so as to endanger performance of this contract; or

6.20.3 perform any of the other provisions of this contract.

The County's right to terminate this contract under these subparagraphs may be exercised if the Contractor does not cure such failure within 10 business days (or more if authorized in writing by the County) after receipt of the notice from the Procurement Officer specifying the failure.

**6.21 PERFORMANCE**

In the event that work performance is unsatisfactory, the contractor will be notified by Maricopa County and will be given one business day, at no charge to the County, to correct the work.

The contractor shall carry on the operation in such a manner that does not damage County property. In the event damage occurs to Maricopa County property or any adjacent property by reason of any custodial service operations performed under this contract, the contractor shall replace or repair the same at no cost to the County. If damage caused by the contractor has to be repaired or replaced by the County, the cost of such work shall be deducted from the monies due the contractor.

It shall be the contractor's responsibility to meet the performance requirements proposed in the Scope of Work. Maricopa County reserves the right to obtain services on the open market in the event the contractor fails to perform, and any price differential will be charged against the contractor.

**6.22 OPERATING MANUALS**

Upon delivery, contractor shall provide comprehensive operational manuals, service manuals, and schematic diagrams.

**6.23 INSTALLATION**

6.23.1 The contractor's price shall include delivery and installation of all equipment in complete operating condition.

6.23.2 This includes but is not limited to final positioning of equipment, leveling, anchoring, grouting, disconnect and reconnect of all water, gas, steam, and electrical.

6.23.3 Contractor is responsible for uncrating, unpacking equipment, placing equipment inside laundry facility and removal of all packing materials.

6.23.4 The contractor shall perform the work in a way to minimize disruption to the normal operations. Work must be scheduled ahead of time with MCSO and may include weekends and holidays.

6.23.5 Upon completion of work, the contractor is responsible for unpacking, cleaning, and removing from the job site all debris, materials, and equipment associated with the installation work performed.

6.23.6 Contractor shall remove volatile waste from premises after each visit. All storage and disposal is at the contractor's expense.

**6.24 CONTRACTOR EMPLOYEE MANAGEMENT**

6.24.1 Under no circumstances is it acceptable for the implementation schedule to be impacted by a personnel change on the part of the Contractor.

6.24.2 Contractor shall not reassign any key personnel without the express consent of the County.

6.24.3 County reserves the right to immediately remove from its premises any Contractor personnel it determines is a risk to County operations.

6.24.4 County reserves the right to request the replacement of Contractor personnel at any time, for any reason. Said requested removal shall not be subject to part 6.15.1 of this section.

**6.25 TRAINING**

The Contractor shall provide a minimum of 16 hours to completely train County personnel in the use and care of the equipment. All training shall take place on-site at Maricopa County.

**6.26 ACCEPTANCE**

All documentation shall be completed prior to final acceptance. Equipment will be accepted via the completion of a successful inspection of the installation and work provided complete such installation by MCSO and the completion of two weeks of operation without downtime due to machine or machine controller malfunction.

**6.27 MODEL/YEAR OF MATERIALS**

The County will only accept bids offering current model/year equipment/material(s).

6.28 ORDER CUTOFF INFORMATION

Contractors submitting bids shall advise the County of all known order cutoff dates for the equipment/product(s) specified in this solicitation at the time of bid submission. Notification of any subsequent cutoff date(s) (learned after submission of bid) shall also be the contractor's responsibility. The contractor shall advise the County of subsequent cutoff dates by notifying the procurement officer, in writing, of the new information.

6.29 WARRANTY

6.29.1 All items furnished under this contract shall conform to the requirements of this contract and shall be free from defects in design, materials and workmanship.

6.29.2 The warranty period for installation, workmanship and materials shall be for minimum initial period of 12 months and commence upon acceptance by County.

6.29.2.1 The contractor shall indicate on the price sheet the duration of the warranty and any applicable limitations or conditions which may apply.

6.29.2.2 The contractor agrees that he will, at his own expense, provide all labor and parts required to remove, repair or replace, and reinstall any such defective workmanship and/or materials which becomes or is found to be defective during the term of this warranty. The contractor shall guarantee the equipment to be supplied complies with all applicable regulations.

6.30 USAGE REPORT

The Contractor shall furnish the County a usage report, upon request, delineating the acquisition activity governed by the contract. The format of the report shall be approved by the County and shall disclose the quantity and dollar value of each contract item by individual unit.

6.31 STATUTORY RIGHT OF CANCELLATION FOR CONFLICT OF INTEREST

Notice is given that pursuant to A.R.S. § 38-511 the County may cancel any contract without penalty or further obligation within three years after execution of the contract, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County is at any time while the contract or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity or consultant to any other party of the contract with respect to the subject matter of the contract. Additionally, pursuant to A.R.S § 38-511 the County may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County from any other party to the contract arising as the result of the contract.

6.32 CONTRACTOR LICENSE REQUIREMENT

6.32.1 The Contractor shall procure all permits, insurance, licenses and pay the charges and fees necessary and incidental to the lawful conduct of his/her business, and as necessary complete any required certification requirements, required by any and all governmental or non-governmental entities as mandated to maintain compliance with and in good standing for all permits and/or licenses. The Contractor shall keep fully informed of existing and future trade or industry requirements, Federal, State and Local laws, ordinances, and regulations which in any manner affect the fulfillment of a contract and shall comply with the same. Contractor shall immediately notify both Office of Procurement Services and the Department of any and all changes concerning permits, insurance or licenses.

6.32.2 Contractor furnishing finished products, materials or articles of merchandise that will require installation or attachment as part of the contract, shall possess any licenses required. Contractor is not relieved of its obligation to obtain and possess the required licenses by

subcontracting of the labor portion of the contract. Contractors are advised to contact the Arizona Registrar of Contractors, Chief of Licensing, to ascertain licensing requirements for a particular contract. Contractor shall identify which license(s), if any, the Registrar of Contractors requires for performance of the contract.

**6.33 SUBCONTRACTING**

6.33.1 The Contractor may not assign to another contractor or subcontract to another party for performance of the terms and conditions hereof without the written consent of the County. All correspondence authorizing subcontracting must reference the contract number and identify the job project.

6.33.2 The subcontractor's rate for the job shall not exceed that of the prime Contractor's rate, as bid in the pricing section, unless the prime Contractor is willing to absorb any higher rates or the County has approved the increase. The subcontractor's invoice shall be invoiced directly to the Prime Contractor, who in turn shall pass-through the costs to the County, without mark-up. A copy of the subcontractor's invoice must accompany the prime Contractor's invoice.

**6.34 TRADE-INS**

Contractor is required to submit prices on trade-in(s) if requested by County. Whether materials will actually be traded is at the option of the County. Contractor and department shall follow Maricopa County Procurement Code procedures regarding the disposition of surplus and trade-ins, including providing a complete description of the product(s) including state of wear, the location, and an "as is/where is" disclaimer of liability as per policy.

**6.35 ORDER LEAD-TIME NOTIFICATION**

Contractors submitting bids shall advise the County of lead-time(s) for the required items specified in this solicitation at the time of bid submission. Notification of any changes to lead time (learned after submission of bid) shall also be the contractor's responsibility. The contractor shall also notify all county representatives included on purchase orders of lead-time information.

**6.36 AMENDMENTS**

All amendments to this contract shall be in writing and approved/signed by both parties. Maricopa County Office of Procurement Services shall be responsible for approving all amendments for Maricopa County.

**6.37 ADDITIONS/DELETIONS OF REQUIREMENTS**

The County reserves the right to add and/or delete materials and services to a contract. If a service requirement is deleted, payment to the Contractor will be reduced proportionately, to the amount of service reduced in accordance with the bid price. If additional materials or services are required from a contract, prices for such additions will be negotiated between the Contractor and the County.

**6.38 STRICT COMPLIANCE**

Acceptance by County of a performance that is not in strict compliance with the terms of the contract shall not be deemed to be a waiver of strict compliance with respect to all other terms of the contract.

**6.39 VALIDITY**

The invalidity, in whole or in part, of any provision of this contract shall not void or affect the validity of any other provision of the contract.

6.40 SEVERABILITY

The removal, in whole or in part, of any provision of this contract shall not void or affect the validity of any other provision of this contract.

6.41 RIGHTS IN DATA

The County shall have the use of data and reports resulting from a contract without additional cost or other restriction except as may be established by law or applicable regulation. Each party shall supply to the other party, upon request, any available information that is relevant to a contract and to the performance thereunder.

6.42 NON-DISCRIMINATION

Contractor agrees to comply with all provisions and requirements of Arizona Executive Order 2009-09 including flow down of all provisions and requirements to any subcontractors. Executive Order 2009-09 supersedes Executive Order 99-4 and amends Executive Order 75-5 and may be viewed and downloaded at the Arizona State Library Research website (<http://azmemory.azlibrary.gov/cdm/singleitem/collection/execorders/id/680/rec/1>) which is hereby incorporated into this contract as if set forth in full herein. During the performance of this Contract, Contractor shall not discriminate against any employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin.

6.43 WRITTEN CERTIFICATION PURSUANT to A.R.S. § 35-393.01

If vendor engages in for-profit activity and has 10 or more employees, and if this agreement has a value of \$100,000 or more, vendor certifies it is not currently engaged in, and agrees for the duration of this agreement to not engage in, a boycott of goods or services from Israel. This certification does not apply to a boycott prohibited by 50 U.S.C. § 4842 or a regulation issued pursuant to 50 U.S.C. § 4842.

6.44 CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

6.44.1 The undersigned (authorized official signing on behalf of the Contractor) certifies to the best of his or her knowledge and belief that the Contractor, its current officers and directors;

6.44.1.1 are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from being awarded any contract or grant by any United States Department or Agency or any state, or local jurisdiction;

6.44.1.2 have not within three-year period preceding this contract;

6.44.1.2.1 been convicted of fraud or any criminal offense in connection with obtaining, attempting to obtain, or as the result of performing a government entity (Federal, State or local) transaction or contract; and

6.44.1.2.2 been convicted of violation of any Federal or State antitrust statutes or conviction for embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property regarding a government entity transaction or contract;

6.44.1.2.3 are not presently indicted or criminally charged by a government entity (Federal, State or local) with commission of any criminal offenses in connection with obtaining, attempting to obtain, or as the result of performing a government entity public (Federal, State or local) transaction or contract; and are not presently facing any civil charges from any governmental entity regarding obtaining, attempting to obtain, or from performing any governmental entity contract or

other transaction; and have not within a three year period preceding this contract had any public transaction (Federal, State or local) terminated for cause or default.

6.44.1.3 If any of the above circumstances described in the paragraph are applicable to the entity submitting a bid for this requirement, include with your bid an explanation of the matter including any final resolution.

6.44.2 The Contractor shall include, without modification, this clause in all lower tier covered transactions (i.e. transactions with subcontractors) and in all solicitations for lower tier covered transactions related to this contract.

**6.45 VERIFICATION REGARDING COMPLIANCE WITH A.R.S. §41-4401 AND FEDERAL IMMIGRATION LAWS AND REGULATIONS**

6.45.1 By entering into the contract, the Contractor warrants compliance with the Immigration and Nationality Act (INA using E-Verify) and all other Federal immigration laws and regulations related to the immigration status of its employees and A.R.S. §23-214(A). The Contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the Immigration Reform and Control Act of 1986, as amended from time to time, for all employees performing work under the contract and verify employee compliance using the E-Verify system and shall keep a record of the verification for the duration of the employee's employment or at least three-years, whichever is longer. I-9 forms are available for download at [WWW.USCIS.GOV](http://WWW.USCIS.GOV).

6.45.2 The County retains the legal right to inspect Contractor and subcontractor employee documents performing work under this contract to verify compliance with paragraph 6.45.1 of this Section. Contractor and subcontractor shall be given reasonable notice of the County's intent to inspect and shall make the documents available at the time and date specified. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County will consider this a material breach of the contract and may pursue any and all remedies allowed by law, including, but not limited to; suspension of work, termination of the contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

**6.46 INFLUENCE**

As prescribed in MC1-1203 of the Maricopa County Procurement Code, any effort to influence an employee or agent to breach the Maricopa County Ethical Code of Conduct or any ethical conduct may be grounds for disbarment or suspension under MC1-902.

An attempt to influence includes, but is not limited to:

6.46.1 A person offering or providing a gratuity, gift, tip, present, donation, money, entertainment or educational passes or tickets, or any type of valuable contribution or subsidy, that is offered or given with the intent to influence a decision, obtain a contract, garner favorable treatment, or gain favorable consideration of any kind.

If a person attempts to influence any employee or agent of Maricopa County, the Chief Procurement Officer, or his designee, reserves the right to seek any remedy provided by the Maricopa County Procurement Code, any remedy in equity or in the law, or any remedy provided by this contract.



6.47 UNIFORM ADMINISTRATIVE REQUIREMENTS

By entering into this contract, the Contractor agrees to comply with all applicable provisions of Title 2, Subtitle A, Chapter II, PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS contained in Title 2 C.F.R. § 200 et seq.

6.48 ACCESS TO AND RETENTION OF RECORDS FOR THE PURPOSE OF AUDIT AND/OR OTHER REVIEW

6.48.1 In accordance with section MCI-374 of the Maricopa County Procurement Code the Contractor agrees to retain (physical or digital copies of) all books, records, accounts, statements, reports, files, and other records and back-up documentation relevant to this contract for six years after final payment or until after the resolution of any audit questions which could be more than six years, whichever is latest. The County, Federal or State auditors and any other persons duly authorized by the Department shall have full access to, and the right to examine, copy and make use of, any and all said materials.

6.48.2 If the Contractor's books, records, accounts, statements, reports, files, and other records and back-up documentation relevant to this contract are not sufficient to support and document that requested services were provided, the Contractor shall reimburse Maricopa County for the services not so adequately supported and documented.

6.49 AUDIT DISALLOWANCES

If at any time it is determined by the County that a cost for which payment has been made is a disallowed cost, the County shall notify the Contractor in writing of the disallowance. The course of action to address the disallowance shall be at sole discretion of the County, and may include either an adjustment to future invoices, request for credit, request for a check or a deduction from current invoices submitted by the Contractor equal to the amount of the disallowance, or to require reimbursement forthwith of the disallowed amount by the Contractor by issuing a check payable to Maricopa County.

6.50 OFFSET FOR DAMAGES

In addition to all other remedies at Law or Equity, the County may offset from any money due to the Contractor any amounts Contractor owes to the County for damages resulting from breach or deficiencies in performance of the contract.

6.51 CONFIDENTIAL INFORMATION

Any information obtained in the course of performing this contract may include information that is proprietary or confidential to the County. This provision establishes the Contractor's obligation regarding such information.

The Contractor shall establish and maintain procedures and controls that are adequate to assure that no information contained in its records and/or obtained from the County or from others in carrying out its functions (services) under the contract shall be used by or disclosed by it, its agents, officers, or employees, except as required to efficiently perform duties under the contract. The Contractor's procedures and controls at a minimum must be the same procedures and controls it uses to protect its own proprietary or confidential information. If, at any time during the duration of the contract, the County determines that the procedures and controls in place are not adequate, the Contractor shall institute any new and/or additional measures requested by the County within 15 calendar days of the written request to do so.

Any requests to the Contractor for County proprietary or confidential information shall be referred to the County for review and approval, prior to any dissemination.

**6.52 PUBLIC RECORDS**

Under Arizona law, all offers submitted and opened are public records and must be retained by the Records Manager at the Office of Procurement Services. Offers shall be open to public inspection and copying after contract award and execution, except for such offers or sections thereof determined to contain proprietary or confidential information by the Office of Procurement Services. If an offeror believes that information in its offer or any resulting contract should not be released in response to a public record request under Arizona law, the offeror shall indicate the specific information deemed confidential or proprietary and submit a statement with its offer detailing the reasons that the information should not be disclosed. Such reasons shall include the specific harm or prejudice which may arise from disclosure. The Records Manager of the Office of Procurement Services shall determine whether the identified information is confidential pursuant to the Maricopa County Procurement Code.

**6.53 PRICES**

Contractor warrants that prices extended to County under this contract are no higher than those paid by any other customer for these or similar services.

**6.54 INTEGRATION**

This contract represents the entire and integrated agreement between the parties and supersedes all prior negotiations, proposals, communications, understandings, representations, or agreements, whether oral or written, express or implied.

**6.55 RELATIONSHIPS**

6.55.1 In the performance of the services described herein, the Contractor shall act solely as an independent contractor, and nothing herein or implied herein shall at any time be construed as to create the relationship of employer and employee, co-employee, partnership, principal and agent, or joint venture between the County and the Contractor.

6.55.2 The County reserves the right of final approval on proposed staff for all task orders. Also, upon request by the County, the Contractor will be required to remove any employees working on County projects and substitute personnel based on the discretion of the County within two business days, unless previously approved by the County.

**6.56 GOVERNING LAW**

This contract shall be governed by the laws of the State of Arizona. Venue for any actions or lawsuits involving this contract will be in Maricopa County Superior Court, Phoenix, Arizona.

**6.57 ORDER OF PRECEDENCE**

In the event of a conflict in the provisions of this contract and Contractor's license agreement, if applicable, the terms of this contract shall prevail.

**6.58 INCORPORATION OF DOCUMENTS**

The following are to be attached to and made part of this contract:

6.58.1 Exhibit A, Pricing;

6.58.2 Exhibit B, Scope of Work;

6.58.3 Exhibit C, Contractor Proposal;

6.58.4 Exhibit D, Office of Procurement Services Contractor Travel and Per Diem Policy.

NOTICES:

All notices given pursuant to the terms of this contract shall be addressed to:

For County:

Maricopa County  
Office of Procurement Services  
ATTN: Contract Administration  
160 South 4<sup>th</sup> Avenue  
Phoenix, Arizona 85003-2494

For Contractor:

Western State Design, Inc.  
Attn: Andy Jeninga  
2331 Tripaldi Way  
Hayward, CA 94545



**IN WITNESS WHEREOF**, this contract is executed on the date set

**CONTRACTOR**

Todd M. Hyra

AUTHORIZED SIGNATURE

Todd M. Hyra, Vice President

PRINTED NAME AND TITLE

2331 TriPaldo Way, Hayward, CA 9454

ADDRESS

4-22-20

DATE

**MARICOPA COUNTY**

\_\_\_\_\_  
CHAIRMAN, BOARD OF SUPERVISORS

\_\_\_\_\_  
DATE

**ATTESTED:**

\_\_\_\_\_  
CLERK OF THE BOARD

\_\_\_\_\_  
DATE

**APPROVED AS TO FORM:**

Rachel B. [Signature]  
DEPUTY COUNTY ATTORNEY

April 28  
DATE



**Vendor Information**

SERIAL 200119-RFP		
NIGP CODE:		
RESPONDENT'S NAME:	WESTERN STATE DESIGN, INC.	
COUNTY VENDOR NUMBER:	VC0000009350	
ADDRESS:	2331 TRIPALDI WAY	
	HAYWARD, CA 94545	
P.O. ADDRESS:	N/A	
TELEPHONE NUMBER:	800-633-7153 X 217	
FACSIMILE NUMBER:	951-303-6830	
WEB SITE:	<a href="http://www.westernstatedesign.com/">http://www.westernstatedesign.com/</a>	
CONTACT (REPRESENTATIVE):	ANDY JENINGA, SALES	
REPRESENTATIVE'S E-MAIL ADDRESS:	<a href="mailto:ajeninga@westernstatedesign.com">ajeninga@westernstatedesign.com</a>	
		<b>YES</b>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:		<input checked="" type="checkbox"/>
<p>RESPONDENT IS REQUIRED TO PICK ONE OF THE FOLLOWING PAYMENT TERMS. FAILURE TO INDICATE PAYMENT TERMS WILL RESULT IN A DEFAULT TO NET 30 DAYS. RESPONDENT MUST INITIAL THEIR SELECTION BELOW.</p>		
<input checked="" type="checkbox"/> NET 30 DAYS		

**EXHIBIT A, PRICING**

Planned "Phase 1" Purchase						Machine Year 1 Warranty and PM
Finishing System		Price		Qty	Extended Price	Equipment being submitted
Spreader/Feeder		\$114,500		1	\$114,500	Chicago TriMaxx
Ironer		\$245,400		1	\$245,400	Chicago Powerhouse PH-4200-II
Large Piece Folder/Stacker / Conveyor		\$65,350		1	\$65,350	Chicago Skyline S-12R folder with discharge table
Small Piece Folder		\$41,450		4	\$165,800	Chicago Air Elite XL small piece folder
Other: Please list any options available for the above equipment – N/A						

Machine Year 1 Warranty includes preventative maintenance:  
 Preventative maintenance shall consist of a 4 onsite “quarterly” visits by Contractor.  
 The work to be done will consist of the Monthly and Semi-Annual Preventative Maintenance Tasks describe in a purchased machine’s Preventative Maintenance section of machine’s operations manual delivered with the particular machine.  
 There will be no hourly or trip charge for these four-preventative maintenance visits.  
 Any consumables or replacement wear parts may be chargeable and are subject to a 20% discount from published list price.

Installation materials      \$8,333

Subtotals:

See Contractor’s replacement parts list with MCSO discount of 20% off the manufacture’s list (published) price: F.O.B. Destination Freight Prepaid.

Subtotal Finishing System Equipment and any other materials required for installation:      \$599,383

Subtotal Finishing System Delivery:      \$18,000

Subtotal Finishing System Removal of Existing Equipment:      \$7,933

Subtotal Finishing System Installation /Set-up:      \$36,325

Subtotal Finishing System Training:      \$4,600

All-inclusive total for Purchase, Delivery, Removal of existing Finishing System, Installation of New Finishing System, Set-up, and Training Total:      \$666,241 + applicable taxes on equipment

Trade-In Value		
Finishing System	Equipment	Trade-In Value
A three-station spreader/feeder	Jenson Logic 2000 Feeder	1,500
A dryer/ironer	Jensen EXPG 1200	4,000
A folder/stacker	Jensen Jet Folder 150	1,500
Folders	Jensen Jet 300835	500
Folders	Jensen Jet 300836	500
Folders	Jensen Jet 300837	500
Folders	Jensen Jet 300838	500



Any requests for price escalation for any item on this contract shall be submitted for reviewed and supported by using the Consumer Price Index, U.S. Department of Labor, Bureau of Labor Statistics-Group: All Urban Consumer (CPI-U), All Items – old base in west urban, all urban consumer, not seasonally adjusted, Series Id-CUUR0400AA0 (the "Index"). The escalation shall be calculated based upon the percentage increase of the monthly Index between the date of this contract and the date of release to manufacture for the additional equipment defined to be submitted for approval (i.e. the Index for the month of the request for quote to manufacture minus the Index for the month of contract divided by the Index for the month of contract, multiplied by 100). Note there is approximately 2-4 month delay in the publishing and finalizing of these Indexes by the Bureau of Labor Statistics. Therefore, the escalation will be calculated at the time the Index for both months (time of contract being issued and the latest index published month) has been published. <https://data.bls.gov/timeseries/CUUR0400AA0>

Washer Dryer Shuttle Machine (Ala Carte Pricing)										*NOTE: If the dryers are replaced one at a time, there is a lot of alignment and extensive communication work that needs to occur with dissimilar equipment. If the shuttle and all the dryers were replaced at once, installation could be handled on a time and material basis which may save result in a savings on the removal and installation costs.
Description	Price	Qty	Equipment being submitted	Installation Materials	Delivery	Removal of Existing Equipment	Machine Installation	Training		
Washer-extractor 450lb	\$175,250	1	Milnor 68036M5K	\$6,000	\$6,500	\$6,250	\$20,000	\$1,500		
Washer-extractor 140lb	\$23,800	1	Milnor 42026V6Z	\$2,000	\$1,500	\$1,500	\$2,500	\$250		
Pass Through Dryer 450lb*	\$156,100	1	Milnor 76076TG1 with DryVac	\$33,000	\$6,000	\$24,000	\$25,300	\$2,500		
Pass Through Dryer 170lb	\$12,150	1	Milnor M175	\$2,000	\$1,500	\$1,500	\$2,500	\$250		
Incline Shuttle Conveyor*	\$193,000	1	Incline Shuttle Conveyor	\$10,740	\$7,200	\$15,000	\$10,000	\$2,500		
Small Piece Folder	\$41,450	1	Chicago Air Elite XL	\$2,000	\$300	\$2,500	\$5,000	\$500		
Shuttle-Dryer Controller*	\$3,900	1	Shuttle/Dryer Controller	\$2,000	\$300	\$2,500	\$5,000	\$500		

Machine Year 1 Warranty includes preventative maintenance:

Preventative maintenance shall consist of a 4 onsite “quarterly” visits by Contractor. The work to be done will consist of the Monthly and Semi-Annual Preventative Maintenance Tasks describe in a purchased machine’s Preventative Maintenance section of machine’s operations manual delivered with the particular machine. There will be no hourly or trip charge for these four-preventative maintenance visits. Any consumables or replacement wear parts may be chargeable and are subject to a 20% discount from published list price.

<b>Trade-In</b>			
*Trade-In Values may be re-negotiated at the time of purchase/trade-in of future purchases.			
Washer - Extractors*	Jensen L-Tron 450 lb		\$800
Washer - Extractors*	Jensen L-Tron 500 lb		\$800
Washer - Extractors*	Milnor 68036M5K 450-lb		
Washer - Extractors*	Milnor 68036M5K 450-lb		
Washer - Extractors*	Jenson IPSO model # IPH 140H		\$200
Washer - Extractors*	Jenson IPSO model # IPH 140H		\$200
Dryers*	Jensen-Senking DT-190 450-lb		\$800
Dryers*	Jensen-Senking DT-190 450-lb		\$800
Dryers*	Jensen-Senking DT-190 450-lb		\$800
Dryers*	Jensen-Senking DT-190 450-lb		\$800
Dryers*	Cissell HD175G 175-lb		\$100
Dryers*	Cissell HD175G 175-lb		\$100
Incline Shuttle Conveyor*	Per pictures in Exhibit 9		\$500

<b>Hourly Rates</b>			
Labor Rates:			
Straight Time		\$80	Per Hour
Over Time		\$120	Per Hour
Weekend/Holiday Time		\$160	Per Hour
Weekend/Holiday Time Travel or Service Call Charge		\$104.50	Per Call
Training (for future purchases)		\$125	Per Hour
De-install (for future purchases)		\$125	Per Hour
Removal (for future purchases)		\$125	Per Hour
Project Management		\$125	Per Hour

The following spare parts prices are for machines purchased under the contract and as option for currently installed machines.

CHICAGO EQUIPMENT:

<b>Item Code</b>	<b>Description</b>	<b>Ordered</b>	<b>Unit Price</b>	<b>Ext. Price</b>
<b>EDGE TRI-MAXX CT 2020</b>				
0202-080	VALVE SOL 24VDC / SCH:25^	1.00	106.80	106.80
0202-325	R- VALVE	1.00	107.70	107.70
0204-295	REPLACEMENT GRIP FOR TRANSFER	1.00	28.36	28.36
0205-245	ELBOW 10-32 UNF * 1/4" OD	1.00	3.38	3.38
0208-425	AIR CYLINDER 7/8" BORE 1" ST	1.00	35.69	35.69
0208-435	AIR CYLINDER 1-1/4" BORE 2"	1.00	48.37	48.37
1223-050	BELT, TIMEING 16-1/2" LONG 1/	1.00	12.19	12.19
1223-300	BELT TIMING 1" WIDE	1.00	69.80	69.80
1223-905	BELT POLY CHAIN GT 130/135" L	1.00	183.78	183.78
1223-900	BELT POLY CHAIN GT	1.00	167.78	167.78

1401-265	OPTOCOUPLER	1.00	67.60	67.60
1401-275	RELAY 1 POLE 24VAC/DC	1.00	39.50	39.50
1414-230	CONTACT BLOCK N/O	1.00	8.74	8.74
1414-235	CONTACT BLOCK 1 N/C	1.00	8.74	8.74
1414-285	CONTACT BLOCK 1 N/C SEALED	1.00	17.43	17.43
1607-405	100 mm FIXED FOCUS D.O. (DBSP)	1.00	100.18	100.18
1607-413	PHOTOSWITCH REFLECTIVE, PNP M8	1.00	104.30	104.30
1607-430	12mm N.C. PROX (XNC)	1.00	97.96	97.96
1607-965	SENSOR, 120MM RANGE	1.00	131.38	131.38
1608-003	TOUCH SENSOR ASSY W/CONNECTOR	1.00	92.22	92.22
1608-625	SENSOR, PROXIMITY 12mm NC, PNP	1.00	74.56	74.56
<b>Textiles</b>				0.00
1003-358	TEV TEX RIBBON 3" * 96" W/PIN	1.00	111.96	111.96
1003-367	POLYESTER RIBBON 2" * 26-1/2"	1.00	6.25	6.25
1003-359	POLYFLAKE RIBBON 3"*107" W/PIN	1.00	158.82	158.82
1001-763	PERFORATED RIBBON 3"" * 95"" W	34.00	14.36	488.24
1003-953	TEV TEX RIBBON 3"" * 86"" W/PI	3.00	63.69	191.07
1003-982	POLYFLAKE RIBBON 3"" *97"" W/G	3.00	89.70	269.10
1003-050	RUFF TOP RIBBON 3"" * 136"" W/	2.00	42.43	84.86
1003-049	RUFF TOP RIBBON 3"" * 133"" W/	2.00	41.88	83.76
1003-331	POLYFLAKE RIBBON 5"*88" W/GUID	2.00	115.64	231.28
1003-329	2"*6-1/4" ELASTIC&2"*32"RUBBER	8.00	9.70	77.60
1003-328	RIBBON	36.00	14.74	530.64

<b>Item Code</b>	<b>Description</b>	<b>Ordered</b>	<b>Unit Price</b>	<b>Ext. Price</b>
<b>POWERHOUSE 32/42/52</b>				
0202-365	SOLENOID 24VDC^	2.00	81.32	162.64
0202-460	VALVE STACK SPRING RETURN 1/4"	1.00	105.70	105.7
0203-277	AIR PRESSURE SWITCH 1/4"" NPT	1.00	268.66	268.66
0208-485	AIR CYLINDER 7/8"" BORE 2"" ST	1.00	38.23	38.23
1401-265	OPTOCOUPLER	1.00	67.60	67.6
1401-275	RELAY 1 POLE 24VAC/DC	1.00	39.50	39.5
1401-750	STARTER STAR DELTA 7.5KW 200-2	1.00	403.65	403.65
1406-750	OUTPUT (8x24VDC-HI)	1.00	123.10	123.1
1406-752	OUTPUT TERMINAL (2 CHANNEL HI)	1.00	91.80	91.8
1406-757	OUTPUT ANALOG 2x10V	1.00	380.44	380.44
1411-008	START/STOP ILLUM GREEN/RED 1 N	1.00	87.16	87.16
1411-546	RED MUSHROOM BUTTON STOP TS TU	1.00	80.79	80.79
1413-525	LIMIT SWITCH ADJ LEVER	1.00	42.97	42.97
1614-750	R - TIME RELAY, STAR DELTA 24-	1.00	94.93	94.93
2200-802	RELAY OVERLAPPING 120 V 60HZ W	1.00	35.01	35.01
2213-750	IGNITION CABLE 550mm LONG	1.00	84.73	84.73
2211-750	IGNITION ELECTRODE	1.00	65.02	65.02
2218-585	GAS SAFETY SWITCH LOW PRESSURE	1.00	169.38	169.38
4006-210	WAX HIGH TEMP - MINI FLAKES 50	1.00	371.26	371.26
4500-007	R - RESISTANCE TEMP FEELER/PT1	1.00	443.85	443.85

4500-044	DUAL RESISTANCE TEMP FEELER 2X	1.00	513.14	513.14
<b>Textiles</b>				
1003-186	POLYESTER RIBBON 3" * 63-1/2"	33.00	13.82	456.06
1012-260	CYLINDER PAD CHEST NOMEX 42"	2.00	1875.72	3751.44
1011-001	R - SNOWFLAKE COVER	1.00	151.20	151.2

<u>Item Code</u>	<u>Description</u>	<u>Ordered</u>	<u>Unit Price</u>	<u>Ext. Price</u>
<b>SKYLINE S-13 - S16 CT</b>				
0202-080	VALVE SOL 24VDC / SCH:25^	2.00	106.80	213.60
0202-410	VALVE AIR DOUBLE HEAD W/TWO 1/	1.00	85.46	85.46
0202-945	VALVE 2 WAY 24 VDC 1/4" NPT	1.00	91.95	91.95
1203-615	V BELT SINGLE SIDE 48" AX 48	1.00	10.94	10.94
1211-006	CHAIN RIDER SET #40 CHAIN	1.00	32.19	32.19
1401-275	RELAY 1 POLE 24VAC/DC	1.00	39.50	39.50
1406-744	INPUT (8x24VDC-HI)	1.00	140.16	140.16
1411-546	RED MUSHROOM BUTTON STOP TS TU	1.00	80.79	80.79
1413-509	SWITCH WITH ACTUATOR	1.00	38.14	38.14
1413-535	LIMIT SWITCH ADJ LEVER	1.00	44.29	44.29
1607-450	300 mm FIXED FOCUS PNP	1.00	109.20	109.20
1607-955	SENSOR 40MM RANGE	1.00	106.42	106.42
1607-965	SENSOR, 120MM RANGE	1.00	131.38	131.38
1607-977-02	PHOTOSENSOR DARK OPERATE ^	1.00	113.91	113.91
1607-955	SENSOR 40MM RANGE	1.00	106.42	106.42
1608-050	PROXIMITY SWITCH NC PNP	1.00	99.14	99.14
<b>Textiles</b>				
1001-144	CANVAS RIBBON 2" * 246" W/PI	40.00	14.34	573.60
1001-053	CANVAS RIBBON 2" * 120" W/PI	40.00	8.50	340.00
1003-019	TEV TEX RIBBON 3-1/2" * 189-1	22.00	110.80	2437.60
1003-029	RUBBERIZED RIBBON 2" * 48" W	13.00	8.90	115.70
1003-006	RUBBERIZED RIBBON 2" * 111"	13.00	14.74	191.62
1003-003	RUBBERIZED RIBBON 2" * 31" W	13.00	7.57	98.41
1003-018	ELASTIC RIBBON 2" * 14" W/PI	2.00	6.98	13.96
1003-281	ELASTIC RIBBON 2" * 20" W/P	7.00	7.77	54.39
1003-036	ELASTIC RIBBON 2" * 29" W/PI	12.00	8.96	107.52
1003-037	ROUGH TOP RIBBON 2" * 125" W	3.00	35.19	105.57
1003-208	ROUGH TOP RIBBON 2" * 105" W	2.00	30.42	60.84
1009-450	TRACKING TAPE 3/4"	2.00	44.48	88.96
1009-200	R - TAPE,CLOTH 3 1/4 x 60 yds	1.00	16.22	16.22
1001-053	CANVAS RIBBON 2" * 120" W/PI	40.00	8.50	340.00

<u>Item Code</u>	<u>Description</u>	<u>Ordered</u>	<u>Unit Price</u>	<u>Ext. Price</u>
<b>AIR CHICAGO ELITE CT</b>				
0202-080	VALVE SOL 24VDC / SCH:25^	1.00	106.80	106.8
0202-325	R- VALVE	1.00	86.16	86.16
0202-410	VALVE AIR DOUBLE HEAD W/TWO 1/	1.00	85.46	85.46
0202-360	R - SOLENOID	1.00	122.10	122.1

0208-850	REPAIR KIT AIR CYLINDER 1-1/4"	1.00	51.81	51.81
0219-300	BLOW-OFF NOZZLE	1.00	14.67	14.67
1401-275	RELAY 1 POLE 24VAC/DC	1.00	39.50	39.5
1401-505	RELAY SPST 24 VDC 1 POLE ^	1.00	9.69	9.69
1401-512	RELAY 24 VDC 3 POLE	1.00	19.26	19.26
1406-744	INPUT (8x24VDC-HI)	1.00	140.16	140.16
1406-750	OUTPUT (8x24VDC-HI)	1.00	123.10	123.1
1411-250	BUTTON START GREEN ILLUM 1 N/O	1.00	65.05	65.05
1411-546	RED MUSHROOM BUTTON STOP TS TU	1.00	80.79	80.79
1414-680	AUX CONTACT FOR MOTOR PROTECTO	1.00	11.97	11.97
1607-405	100 mm FIXED FOCUS D.O. (DBSP)	1.00	100.18	100.18
1607-405	100 mm FIXED FOCUS D.O. (DBSP)	1.00	100.18	100.18
1607-491	R -4 WIRE CABLE 90 DEGREE M8,2	1.00	17.88	17.88
0203-190-02	REGULATOR 3/8" NPT^	1.00	35.64	35.64
<b>Textiles</b>				
1001-329	CANVAS RIBBON 5" * 234" W/PI	2.00	38.86	77.72
1003-351	TEV TEX RIBBON 3-1/2" * 236-1	2.00	133.98	267.96
1003-935	TEV TEX RIBBON 2" * 236-1/2"	2.00	81.19	162.38
1003-822	POLYFLAKE RIBBON 3" * 115" W	8.00	52.66	421.28
1003-353	POLYFLAKE RIBBON 3" * 64-1/2"	4.00	31.79	127.16
1003-990	POLYFLAKE RIBBON 3" * 99" W/	2.00	45.78	91.56
1001-183	CANVAS RIBBON 2" * 40" W/PIN	8.00	5.16	41.28
1001-182	YELLOW STRIPE CANVAS RIBBON 2"	2.00	5.28	10.56
1001-181	BLUE STRIPE CANVAS RIBBON 2"	2.00	5.28	10.56
1001-209	CANVAS 3 X 98"	6.00	48.06	288.36
1003-985	ROUGH TOP RIBBON 2" * 113-1/2	3.00	32.44	97.32
1001-771	CANVAS RIBBON 3" * 94" * W/P	4.00	9.86	39.44
1003-959	TEV TEX RIBBON 2" * 102" W/P	2.00	38.96	77.92

**MILNOR EQUIPMENT:**

<b>Item Code</b>	<b>Description</b>	<b>Ordered</b>	<b>Unit Price</b>	<b>Ext. Price</b>
<b>MLG175</b>				
887004	PH7.2.2 BD W/FSS & H2O SW	1.00	666.68	666.68
123553	SQ D METAL E-STOP PUSH/PULL	1.00	38.16	38.16
137005	SDS DOOR SWITCH	1.00	10.87	10.87
815495	MILNOR MED TMBLR SHAFT SPPT	1.00	394.77	394.77
822735	360X2 PH2 PH7 ROT SENSOR SW	1.00	24.60	24.60
180018	4"DIA X 1 1/2W HI-IMPACT WHEEL	2.00	88.83	177.66
820925	170-LINT DRAW SCREEN ASSY	1.00	72.11	72.11
122116	24V LINT DOOR SWITCH, N.O.	1.00	28.66	28.66
821078	ADG170 FAN SHAFT MOUNT ASSY	1.00	952.54	952.54
100612	15 X 6 BLWR WHEEL - 1 1/4 BORE	1.00	463.22	463.22
181030	7.5HP 200-230/460/60 TENV 1800	1.00	1780.06	1780.06
880251	1/4"TEMP SENSOR PROBE KIT ASS	1.00	50.47	50.47
130302	L225 TOD#36TXE466757 MANUAL	1.00	10.95	10.95

882460	ML-175 SHAFT ASSY	1.00	275.68	275.68
883849	FENWAL SINGLE POCKET DSI CONVE	1.00	171.98	171.98
130201	L330 TOD#36TXE466704 MANUAL	1.00	11.07	11.07
122200	SAIL SWITCH	1.00	9.69	9.69
882451	DSI IGNITOR/FLAME PROBE W/HV W	1.00	76.55	76.55
165119	DSVP40 FSS H2O IN VALV 24V AC.	1.00	62.66	62.66
822752	PH7 FSS TEMP SENSOR ASSY	1.00	52.11	52.11
<b>76076TG1</b>				
60C509UT	'WHEEL SINGLE 9"OD URETHANE	1.00	426.12	426.12
09RPS18ADU	PRXSW QK CONN 18M NO-DC UNSHLD	1.00	157.45	157.45
30R0225P	THERMOSW.FENWAL CLOSE @ 225F S	1.00	246.71	246.71
56VB083X	VBELT BX83 RAWEDGE COG	3.00	23.97	71.91
30R0055PK	'DRYER T/C PROBE 6" W/BUSHI	1.00	241.10	241.10
KWRBBA0004	DRYER BRG HSG REPLACEMENT KIT	1.00	982.45	982.45
09N19112	'AIR PRESSW 2.0-20"WC DUNGS	1.00	129.06	129.06
96R302B37	'1/8" AIRPILOT 3W NO 120V50/	1.00	95.85	95.85
96R301B37	'1/8" AIRPILOT 3W NC 120V50/	1.00	63.14	63.14
09RM01212S	CAPSW 12' 180DEG ROLLER SILVER	1.00	128.50	128.50
09K061D	SOLENOID 120V 60C #8940	1.00	145.83	145.83
08BNSRAT	BD:DRY SAFETY ROTATION->TEST	1.00	72.74	72.74
08BS816CT	SERIAL 8OUT-16INPUT-TESTED	1.00	230.83	230.83
08BSDACT	BD:SERIAL D-A CONVERTR->TEST	1.00	342.22	342.22
09CL2C-C37	RELAY-LATCH DPDT 120V 2-COIL	2.00	104.32	208.64
09RPE011	PHOTOEYE VALU-BEAM 10-30DC	1.00	321.50	321.50
09C024D37	4PDT MINITURE RELAY PT W/LED	3.00	24.28	72.84
08BSEVFD5V	BD:SER VFD.2LINE-19200B-TEST	1.00	393.68	393.68
08PSS3401X	40 WATT POWER SUPPLY-REPLACE	1.00	105.39	105.39
09MWB00996	V1000 INVERTER 9.2AMP 460V	1.00	690.74	690.74

<u>Item Code</u>	<u>Description</u>	<u>Ordered</u>	<u>Unit Price</u>	<u>Ext. Price</u>
<b>DRYVAC3</b>				
02 02366A	GASKET DOORGLASS = DRYER	1.00	9.58	9.58
09R012	MICSW SPDT PAINTED BZE6-RN 01	1.00	64.86	64.86
13E400A96	BLOWER ASSY 1500SCFM 208/220/2	1.00	3981.75	3981.75
27C201	AIRCYL 1-1/16BOREX1-1/2STKE	1.00	65.22	65.22
96P056C37	'3/4" NC 110V PARKER #12F24C	1.00	461.82	461.82
96J019F	1/4PRESREG7-123PSI#AR20-N02H-Z	1.00	39.07	39.07
09RM01212S	CAPSW 12' 180DEG ROLLER SILVER	1.00	128.50	128.50
09K061D	SOLENOID 120V 60C #8940	1.00	145.83	145.83
96R301B37	'1/8" AIRPILOT 3W NC 120V50/	1.00	63.14	63.14
08BS816BT	BOARD:SERIAL 8OUT-16IN-TEST	1.00	249.30	249.30
09CL2C-C37	RELAY-LATCH DPDT 120V 2-COIL	1.00	104.32	104.32
30R0225P	THERMOSW.FENWAL CLOSE @ 225F S	1.00	246.71	246.71
08BSPDT	8088 PROCESSOR -> TESTED	1.00	495.69	495.69

<u>Item Code</u>	<u>Description</u>	<u>Ordered</u>	<u>Unit Price</u>	<u>Ext. Price</u>
<b>42026V6Z</b>				
02 11993A	'20"' DOOR GASKET FLAT FRONT	1.00	339.26	339.26
98CMCR0925	ASSY=DR HNDL MECH	1.00	311.72	311.72
96P058A37	'1/4"'NPT X 1/8"'ORIFICE 1	1.00	119.03	119.03
02 03588J	PERISTALTIC/WATER INLET 3022H	1.00	104.14	104.14
96P152A37	'1+1/4"'NC 110V W/LEADS BURK	1.00	349.25	349.25
96V611	FKM STOPPER KIT-BURKERT 6281EV	1.00	73.40	73.40
96V614	DN25 FKM DIAPHRAGM REP. KIT-BU	1.00	100.28	100.28
96P040A37	'3/4"'STEAMVAL120V50/60C 150	1.00	323.19	323.19
96P013G37	'3/4"' 2WAYPLASTCVAL 120V60C	1.00	33.77	33.77
96D350A37C	'DRNVAL 3"'N/O 120V50/60C W/	1.00	159.18	159.18
09R020	SWITCH NC VIBR#WZ-2RW84429-P52	1.00	29.58	29.58
30R0043PB	TEMPERATURE PROBE ASSY=BRASS	1.00	80.01	80.01
08BHA9E3GT	ASSY:ARM9 PROC+5.7 OPTREX DSP>	1.00	1489.66	1489.66
09R010D	DOOR LOCK SWITCH	1.00	8.77	8.77
09R014A	MINI-SW SPDT STAKON #V-15G-1C2	1.00	4.52	4.52
09K063C24	DOOR LOCK SOLENOID 24V	1.00	92.51	92.51
39G820AAT	10HP 4P 220/380/440 50/60HZ	1.00	1552.08	1552.08
08PSS3401X	40 WATT POWER SUPPLY-REPLACE	1.00	105.39	105.39
56VB093X	VBELT BX93 RAWEDGE COG	3.00	36.14	108.42
09MWB03374	V1000 INVERTER 33AMP 230V	1.00	1168.86	1168.86

<u>Item Code</u>	<u>Description</u>	<u>Ordered</u>	<u>Unit Price</u>	<u>Ext. Price</u>
	KXMDHWRPC5 is REPLACE MENTOR/MULTITRAC			
08PC4485PX	PCI BOARD W/4RS-422/485 PORTS	1.00	338.98	338.98
08PCUSB010	FLASH DRIVE 4GB RED	1.00	14.03	14.03
WUPCTRUIMG	ACRONIS BACKUP & RECOVERY WORK	1.00	171.62	171.62
08PSL6C224	POWER SUPPLY UNO-2904376 PS/1A	1.00	308.89	308.89

<u>Item Code</u>	<u>Description</u>	<u>Ordered</u>	<u>Unit Price</u>	<u>Ext. Price</u>
<b>68036M5K</b>				
56VB171XB4	VBAND 4RBX171 EACH =1	1.00	390.80	390.80
96J019G	'1/4"'FILTERREG 0-60PSI"	1.00	192.24	192.24
54KC7975	'CALIPER HYD D/A 1/2"' RETRA	1.00	355.50	355.50
60BS6839	SHOCK ABSORBER #08575707Y	2.00	185.83	371.66
09RPS18CAS	PRXSW QKCO 18M NO-AC SHLD	1.00	147.16	147.16
09RPTAC095	CONN. 90 FEM 3-PIN AC 3A 5M WK	1.00	35.33	35.33
09R008BSTD	* 09R008B+MOUNTING HDWRE+INST	1.00	113.69	113.69
96M055	'DELTROL QUICK EXHAUST VLV.1/4	1.00	69.73	69.73
96M055A	REPAIR KIT FOR 96M055#10128-09	1.00	13.39	13.39
09RM02212S	CAPSW 12' 180DEG ROLLER SILVER	1.00	142.01	142.01
96RH714E71	CONTROL VALVE HYTOS RPE3-063Y1	1.00	362.54	362.54
SA 15 028	* DOOR LATCH ASSY-DIVCYLS	1.00	320.15	320.15
K15 0004	KIT = 60B100 AIR MOUNT	1.00	238.38	238.38
09R012	MICSW SPDT PAINTED BZE6-RN 01	1.00	64.86	64.86

09RPE006B2	PHOTOEYE ON/OFF LOGICMOD #LM3	1.00	86.49	86.49
09RPE006A	PHOTOEYE EMITTER 24/120V AC	1.00	249.90	249.90
09RPE007C1	P.E. PWR.BLK. 240V-OUT 240V-IN	1.00	231.01	231.01
09RPS18CAU	PRXSW QK CONN 18M NO-AC UNSHLD	1.00	147.16	147.16
09RPTAC095	CONN. 90 FEM 3-PIN AC 3A 5M WK	1.00	35.33	35.33
96D088FBA	'2"' BALVAL+ACT BRS N/C BONO	1.00	1036.75	1036.75
96D0009E	'3/4"'NPTBRZ N/C STEAMVAL AN	1.00	362.61	362.61
96TDC2AA71	'1/2"'N/C2WY240V50/60C VLV(D	1.00	312.25	312.25
96D0011E	'1.25"'NPTBRZ N/C STEAMVALAN	1.00	400.97	400.97
96D0011ER5	'REPAIR KIT 1.25"' #2000 BRO	1.00	102.95	102.95
SA 28 158	* BONNET+AIRCYL=8"'SS DUMPV	1.00	496.78	496.78
09RPS30CAS	PROXSW QK CONN 30M NO-AC SHLD	1.00	164.87	164.87
09RPTAC095	CONN. 90 FEM 3-PIN AC 3A 5M WK	1.00	35.33	35.33
09RPS30DAS	PRXSW QK CONN 30M NC-AC SHLD M	1.00	151.58	151.58
09RPS30ADS	PROX SW QK CONN 30M NO-DC SHLD	1.00	123.44	123.44
09RPSDC095	CON.90DEG FEMALE DC 3A300V 5M	1.00	33.51	33.51
09R008A	MICSW SPDT BZE6-2RN183	1.00	100.49	100.49
09R020	SWITCH NC VIBR#WZ-2RW84429-P52	1.00	29.58	29.58

Item Code	Description	Ordered	Unit Price	Ext. Price
<b>68036M5K Continued</b>				
08BNLTT	LEVEL TRANSDUCER BD->TEST	1.00	374.26	374.26
09N069	'PRESS SW 4"'WC INVENSYS 738	1.00	34.51	34.51
30R0043PB	TEMPERATURE PROBE ASSY=BRASS	1.00	80.01	80.01
08BSADCT	BD:SERIAL A-D CONVERT->TEST	1.00	301.62	301.62
08BNCMBT	COIN MACHINE SNUBBER->TESTED	1.00	259.17	259.17
08BHA9D4T	ASSY:ARM9 PROC+8.4 OPTREX DSP-	1.00	4715.42	4715.42
08BS816CT	SERIAL 8OUT-16INPUT-TESTED	1.00	230.83	230.83
08BS816DHT	BD:SMT HIGH-SPEED 8OUT-16INPUT	1.00	446.85	446.85
09C024D71	RELAY 4PDT DIFGLD 14PN 240V W/	2.00	31.43	62.86
09FF006AMA	FUSE BK/ABC 6 AMP 250V BUSS	5.00	2.89	14.45
09FF006AWV	FUSE BUSS STYLE CC TYPE FNQ-R	2.00	40.18	80.36
08PSS3401X	40 WATT POWER SUPPLY-REPLACE	1.00	105.39	105.39
96RH711E71	DIRECTIONAL CNT VLV D05NG10 23	1.00	585.50	585.50
96R301B71	'1/8"' AIRPILOT 3W NC 240V50	1.00	74.87	74.87



**Exhibit B**

**SCOPE OF WORK**

1.0 SCOPE OF WORK

- 1.1 The laundry facility machine fleet consists of a sheet and blanket finishing system and folding machines for towels, gowns, and shirts, industrial grade washing machines/dryers of various capacities, and an incline shuttle conveyor.
- 1.2 Replacement parts and consumables (e.g. machine oil, fabric tape) must be available within one business day of request without any additional shipping and handling cost to MCSO.
- 1.3 Service and support for computer controls, software, and interfaces must be available from the contractor, manufacturer, and/or authorized IT service provider via remote interface/connection, for example, MCSO will be connected by a laptop computer with a wireless cellular card or USB device to the contractor or contractor's designated service support provider.
- 1.4 All equipment shall have Factory Mutual System (FM) or Underwriters Laboratories (UL) approval and listing, or other testing agency approval and listing that is recognized throughout the United States, as applicable.
- 1.5 Motor controllers, switches and relays in all equipment shall conform to NEMA Standards with all machine wiring conforming to the National Electrical Code, as applicable.
- 1.6 New equipment shall meet or exceed the performance and requirements described in "Machines currently in use," and described in "Desired Features: Finishing System," and "Desired Features: Washers-Extractors" (see below).
- 1.7 New equipment shall have a minimum life expectancy of 10 years.
- 1.8 CONTRACTOR REQUIREMENTS
  - 1.8.1 Machines will be purchased on an as-needed basis over the term of the contract. The contractor must complete delivery, installation, training, and any other task associated with the purchase on or before June 30<sup>th</sup> or the last business day of the fiscal year it is ordered.
  - 1.8.2 Contractor will uninstall, remove, and dispose of current (old) machines, furnish and install all new machines, and provide any required project management.
  - 1.8.3 Contractor will provide delivery, installation, set-up, and training for all new equipment.
  - 1.8.4 Contractor shall be required to provide new/un-used equipment. No remanufactured equipment will be accepted. Product/operator manuals and warranty information must be provided at time of equipment delivery.
  - 1.8.5 Contractor shall maintain and/or provide support and parts and labor for new machines from the date of acceptance of the machinery by MCSO and throughout the life of the contract.
  - 1.8.6 The contractor shall provide proof, upon request by MCSO, that it is factory authorized to provide service and parts.
  - 1.8.7 It shall be the contractor's responsibility to meet the proposed delivery requirements. Maricopa County reserves the right to obtain services on the open market in the event the contractor fails to make delivery and any price differential will be charged against the contractor.

- 1.8.8 In the event that work performance is unsatisfactory, the contractor will be notified by Maricopa County and will be given one business day at no charge to the County to correct the work.
- 1.8.9 The contractor shall perform the work in a way to minimize disruption to the normal operations. Upon completion of work the contractor is responsible for cleaning and removing from the job site all debris, materials and equipment associated with the work performed.
- 1.9 The contractor shall carry on the operation in such a manner that does not damage County property. In the event damage occurs to Maricopa County property or any adjacent property by reason of any custodial service operations performed under this contract, the contractor shall replace or repair the same at no cost to the County. If damage caused by the contractor has to be repaired or replaced by the County, the cost of such work shall be deducted from the monies due the contractor.
- 1.10 **MACHINES CURRENTLY IN USE**
  - 1.10.1 Sheet and Blanket Finishing System: The finishing system consists of three machines.
    - 1.10.1.1 A three-station spreader/feeder – Jensen Logic 2000 Feeder
    - 1.10.1.2 A dryer/ironer – Jensen EXPG 1200, gas heated, dual roller
    - 1.10.1.3 A folder/stacker – Jensen Jet Folder 150 (Jenfold Classic)
    - 1.10.1.4 The current finishing system processes 4,000 - 66”x 104” cotton sheets per day.
  - 1.10.2 Small Piece Folders
    - 1.10.2.1 Jensen Jet Folders
    - 1.10.2.2 Four folders are in use; serial numbers 300835 though 300838
  - 1.10.3 Washer – Extractors
    - 1.10.3.1 Jensen L-tron 450 lb, two-way tilting washer-extractors
    - 1.10.3.2 Jensen L-tron 450-lb, two-way tilting washer-extractors
    - 1.10.3.3 Two Milnor 68036M5K 450-lb two-way tilting washer-extractors
    - 1.10.3.4 Two Jensen IPSO, model number IPH 140H P41121SRJUSA,
    - 1.10.3.5 Current machines operate 20 hours a day, four days a week
  - 1.10.4 Dryers
    - 1.10.4.1 Four Jensen-Senking DT-190 450-lb
    - 1.10.4.2 Two Cissell HD175G 175-lb
    - 1.10.4.3 Current machines operate 20 hours a day four days a week
  - 1.10.5 Incline Shuttle Conveyor
    - 1.10.5.1 Jensen-Senking
    - 1.10.5.2 Shuttle is approximately 13ft long by 7ft wide
  - 1.10.6 Shuttle Controller Panel

This control panel has all the programming for the dryer shuttle controller panel. It drives the shuttle to the appropriate/open dryer to deliver a load of just washed clothing, sheets, blankets, etc.
- 1.11 **MINIMUM REQUIREMENTS FOR NEW EQUIPMENT**
  - 1.11.1 Finishing System
    - 1.11.1.1 The ability to process 6,000 sheets or blankets per day:
    - 1.11.1.2 66”x 104” (50% cotton/50% polyester) sheets
    - 1.11.1.3 72” x 108” 2.1-pound blankets
    - 1.11.1.4 Sheets and blankets are run in separate batches
  - 1.11.2 Finishing system must fit in an area 20ft wide x 38ft long x 9ft high.

- 1.11.3 Finishing system will operate 16 hours a day, four days per week in an environment that averages 80 degrees Fahrenheit.
- 1.11.4 Finishing system shall conform to any and all current and applicable safety standards and be certified (UL listing) as complying.
- 1.11.5 Individual machines and/or the finishing system will have a computer machine controller interface.
  - 1.11.5.1 Machine Control/Interface
  - 1.11.5.2 Operate via programmable logic controller (PLC)
  - 1.11.5.3 Operator interface shall be thin-film transistor (TFT), touch screen, color display, 7" wide or larger
  - 1.11.5.4 Multi program memory, able to program a minimum of 10 programs
  - 1.11.5.5 Password protected
  - 1.11.5.6 Service mode capability for diagnostics, trouble shooting, and basic machine configuration
  - 1.11.5.7 Temperature control circuits
  - 1.11.5.8 SD flash memory slot for download/upgrade product and machine parameters
  - 1.11.5.9 On screen diagnostics.
- 1.11.6 Spreader/Feeder
  - 1.11.6.1 Cornerless feeding system
  - 1.11.6.2 Three loading stations
  - 1.11.6.3 480v/60h/three-phase electrical
  - 1.11.6.4 Variable speed range of 20 to 160 RPM
  - 1.11.6.5 Example Machine: Chicago Edge Tri-Max CT
- 1.11.7 Ironer
  - 1.11.7.1 Deep Chest Ironing
  - 1.11.7.2 Auto speed control (three pieces)
  - 1.11.7.3 Burner - gas heated
    - 1.11.7.3.1 The gas main shall not be moved. Contractor is responsible to ensure the new machine is configured in a manner so as to allow the gas main to be connected in a safe and efficacious manner.
  - 1.11.7.4 42" Roll diameter, 120" usable width
  - 1.11.7.5 Exhaust Canopy
  - 1.11.7.6 480v/60h/three-phase electrical
  - 1.11.7.7 Example Machine: Chicago Powerhouse II 4200 (two roll 42")
- 1.11.8 Large Piece Folder/Stacker/Conveyor
  - 1.11.8.1 120" useable width
  - 1.11.8.2 Visual and audible jam alarm
  - 1.11.8.3 Self-cleaning photo cells preferred
  - 1.11.8.4 Right hand discharge required.
  - 1.11.8.5 480v/60h/three-phase electrical
  - 1.11.8.6 Minimum number of folds required: Six
  - 1.11.8.7 Right-hand discharge. (Perspective: facing the spreader/feeder.)
  - 1.11.8.8 Example Machine: Chicago Skyline CT S-16
- 1.11.9 Small Piece Folders (Standalone machines)
  - 1.11.9.1 Able to fold and stack towels, gowns, scrubs and other similar items
  - 1.11.9.2 French folds on items with dimensions 36"W x 96"L to 20"Wx20"L
  - 1.11.9.3 Half folds on items up to 26"W

- 1.11.9.4 Primary fold may be by-passed for cross folding only on items less than 12"W x 20"L
- 1.11.9.5 Cross folds in 1/2, 1/4, or 1/3 package
- 1.11.9.6 Machine control/interface: per description in section 2.11.5
- 1.11.9.7 Rear discharge conveyor stacker
- 1.11.9.8 Auto reject system
- 1.11.9.9 480v/60h/three-phase electrical
- 1.11.9.10 Example Machine: Air Chicago Elite XL

**1.12 WASHERS AND DRYERS**

- 1.12.1 Washers and dryers shall be compatible with the currently installed Softrol operating system and liquid chemical distribution system.
- 1.12.2 Desired features: Washer-extractor 450 lb.
  - 1.12.2.1 Capacity – 450 lbs. minimum
  - 1.12.2.2 Front unloading door with two-way tilt (forward and backward)
  - 1.12.2.3 Programmable controller interface per section 2.11.5
  - 1.12.2.4 480v/60h/three-phase electrical
  - 1.12.2.5 Replacement machine is required to fit in current machine's footprint/space
  - 1.12.2.6 Example machine: Milnor Model 68036 M5K
- 1.12.3 Desired features: Washer-Extractor 140 lb. Rigid Mount
  - 1.12.3.1 Capacity – 140 lbs. minimum
  - 1.12.3.2 Front unloading door
  - 1.12.3.3 Programmable controller interface
  - 1.12.3.4 480v/60h/three-phase electrical
  - 1.12.3.5 Replacement machine is required to fit in current machine's footprint/space
  - 1.12.3.6 Example machine: Milnor V-Series Model 42026 V6Z
- 1.12.4 Desired Features Pass Through Dryer 450 lb. (load at one end and discharge at the other)
  - 1.12.4.1 Capacity 450lb minimum
  - 1.12.4.2 Replacement machine is required to fit in current machine's footprint/space
  - 1.12.4.3 Automatic lint removal system
  - 1.12.4.4 Programable controller interface per section 1.11.5
  - 1.12.4.5 480v/60h/three-phase electrical
  - 1.12.4.6 Example machine: Milnor Model 7676 Pass Through Dryer
- 1.12.5 Gas Dryer 170lb Desired features:
  - 1.12.5.1 Capacity – 140 lbs. minimum
  - 1.12.5.2 Front door
  - 1.12.5.3 Programable controller interface
  - 1.12.5.4 480v/60h/three-phase electrical
  - 1.12.5.5 Replacement machine is required to fit in current machine's footprint/space
  - 1.12.5.6 Example machine: Milnor M175
- 1.12.6 Shuttle – Dryer Controller: Please propose a controller that best works with the other equipment being proposed.

**1.13 TECHNICAL AND DESCRIPTIVE SALES LITERATURE**

The contractor shall provide copies of manufacturer's technical and/or descriptive literature (.pdf versions of sales literature, brochures, and/or webpages) specific to the material(s) the contractor proposes to provide. Literature shall be sufficient in detail to allow for full and fair evaluation of the

material(s) submitted and must be included with the bid. Failure to include this information may result in the bid being rejected.

1.14 SUBSTITUTIONS

1.14.1 The contractor will be required to provide only the product(s) awarded. Substituted products delivered or provided to MCSO without prior written approval are prohibited, will be returned at the vendor's expense, and may cause termination of the contract.

1.14.2 In the event the product specified can no longer be provided for reasons beyond the contractor's control (i.e. product discontinuance/model changes), the contractor shall provide an alternate product request to MCSO in writing and include manufacturer product specifications. The substituted product shall meet (or exceed) all terms, conditions, and specifications applicable to the original specified product. Acceptance of a substituted product is at the sole discretion of the MCSO. An alternate product sample may be required by the MCSO for review prior to acceptance.

1.15 MAINTENANCE AND REPAIR

1.15.1 Other than work covered by warranty, MCSO staff normally performs repairs and routine maintenance.

1.15.2 Requests for non-warranty service will be on a time and materials basis as requested by MCSO.

1.15.3 The contractor shall furnish and maintain during the entire period of this contract all necessary labor, supervision, tools, instruments, equipment, supplies, and accessories sufficient in number, condition, and capacity to efficiently perform the required work and render the services required at the designated locations.

1.15.4 The contractor shall reinstall all existing safety guards and/or devices prior to leaving the equipment area.

1.15.5 MCSO shall decide whether the quality of work provided under this contract is acceptable. Unacceptable maintenance and repair work will be addressed as described below in section 6.14, Performance.

1.15.6 In the case that an authorized representative of the contractor is called upon to provide services required under this contract, the authorized representative of the contractor shall, upon request, provide evidence of technical training on the type of laundry equipment specified herein, and shall have at least five years' experience with commercial laundry repair.

1.16 STOCK OR REPLACEMENT EQUIPMENT AND MATERIALS

1.16.1 The contractor shall maintain an adequate stock of commonly used replacement parts and materials to assure the level of response specified. All parts shall be original equipment manufacturer or equal.

1.16.2 Contractor shall have locally available, competently trained personnel and shall provide unlimited emergency call service with a response time on-site of FOUR hours or less, seven days a week, twenty-four hours a day, three hundred sixty-five days per year including holidays.

1.16.3 Routine maintenance inspections, if required, shall be made (monthly) between 4:00 a.m. and 7:00 p.m. Monday through Thursday.

1.16.4 Contractor shall furnish all labor, materials, tools, equipment, and services for clean up as required in conjunction with work performed.

1.16.5 Contractor shall remove volatile waste from premises after each visit. All storage and disposal is at the vendors/contractors expense.

1.16.6 Contractor shall use materials recommended by manufactures on surfaces to be cleaned.

## Exhibit C

### CONTRACTOR'S PROPOSAL

#### APPROACH TO THE PROJECT

- Contractor is aware that the equipment installation is in a correctional setting within the MCSO operating laundry facility. All security and safety concerns have been considered and are included in the installation of equipment.
- Contractor's vast experience in correctional setting laundries, especially during the installation phase and the ongoing preventative maintenance contracts awarded assures that the program intent will be achieved.

#### **Contractor Quality Assurance**

- Arizona General Contractor License Number: 312023 (expiration date: 3/31/2021)
- State Registration Entity Number: F21269922
- Labor Number: 6362471 9
- Workers' Compensation: WEWC011187

#### 5.5.4 – PROPOSAL

**5.5.4.1** Response to the requirements listed in the Scope of Work (1.1 through 1.16), a statement of acknowledgement, and explanation of your firm's understanding and acceptance of the requirements and how it will fulfill them. **– ACCEPT & AGREE TO THE AFOREMENTIONED.**

#### **Scope of Work - Furnishing Equipment (Phase 1)**

Contractor has reviewed and agrees to perform all installation tasks as specified. The Scope of Work is reflected in the proposal and includes the following:

*Phase 1: all equipment shall be 480 v/60/3ph*

- One (1) Chicago TriMaxx Feeder
- One (1) Chicago Powerhouse 4200-II Ironer (**including 150 gallons of Paratherm thermal fluid**)
- One (1) Chicago Skyline S-16 Stacker right hand discharge large piece folder/cross folder
- Four (4) Chicago Air Elite XL small piece folders

#### **Scope of Work - Installation (Phase 1)**

- Receive all equipment, stage, uncrate and move into the specified area on the attached Equipment Layout.
- THE BID PRICE INCLUDES ALL EQUIPMENT, INSTALLATION MATERIAL, INSTALLATION LABOR, SUPERVISION AND RENTAL EQUIPMENT.

#### **Finishing & Folding Equipment (Phase 1)**

*Disconnecting existing feeding, folding and finishing equipment*

- Disconnect and remove the following equipment:
  - Jensen Logic feeder
  - Jensen EXPG 1200 gas heated ironer
  - Jensen classic large piece folder
  - Jensen Jet small piece folders
- Furnish barrels to drain and dispose of existing Paratherm thermal fluid
- Terminate electrical and pneumatics (including exhaust ducting) as specified
- Cap off all ironer flanges

**Installation for feeding, folding and finishing equipment (Phase 1):**

- Clean and prep area for installation of new equipment
- Move in and assemble all new feeding, folding and finishing equipment
- Fill and pump in Paratherm thermal fluid heating oil into the Powerhouse 4200-II Ironer
- Furnish and install insulated chimney flue from ironer exhaust duct and route to the building exterior roof

- Furnish and install vacuum spiral exhaust ducting from point of connection (POC) on the ironer and route to the building exterior roof
- Re-route and perform final connection hook-up to all utilities, including but not limited to natural gas, compressed air, and electrical service
- Boil out Powerhouse 4200-II Ironer and purge all air from the existing thermal fluid system
- Startup test, adjust and program all equipment
- Train management, operational and maintenance personnel

**OPTIONAL PURCHASE: WASHER DRYER SHUTTLE MACHINE (ALA CARTE PRICING)**

**Scope of Work - Furnishing Equipment**

*Washer Extractors, Dryers, Shuttle & Controller, and Small-Piece Folder:*

- One (1) Milnor 450lb Washer Extractor (68036M5K)
- One (1) Milnor 140lb washer extractor (42026V6Z)
- One (1) Milnor 450lb pass-through dryer (76076TG1) including Dryvac 3 lint collector
- One (1) Milnor 170lb dryer (M175)
- One (1) Chicago Air Elite XL small piece folder
- One (1) Incline Shuttle conveyor
- One (1) Shuttle-Dryer controller

This Scope of Work requires interfacing controls from various equipment manufacturers. Contractor has experience with this Scope of Work at the MCSO laundry and is critical to have effective communication in the same I/O language in order to operate efficiently.

- Disconnect and remove the following existing equipment:
  - One (1) Jensen L-Tron 450lb two-way tilt washer extractor
  - One (1) Jensen Ipho IPH 140H washer extractor
  - One (1) Cissel HD175 dryer
  - One (1) Jensen 450lb pass thru dryer
  - One (1) Jensen-Senking incline Shuttle conveyor

*Equipment Installation for new Washer Extractors, Dryers, Lint Collector, and Shuttle & Controls:*

- Clean and prep surfaces
- Move in and assemble all new equipment
- Level, anchor and grout washer extractors
- Level and anchor dryers, lint collector, shuttle and controls
- Make ready all equipment for final connections
- Re-route existing utilities and make final connections, including but not limited to compressed air, 480volt electrical, hot & cold water, wastewater drain, domestic cold fire water suppression, and high-pressure steam
- Modify the two (2) existing coaxial ducting for exhaust and make-up air as required for the Milnor 450lb pass-through dryer (76076TG1) and the lint collector
- All work performed shall match existing conditions
- Coordinate installation of laundry chemical distribution system with laundry chemical vendor
- Startup, test and adjust to ensure communication between existing monorail, shuttle system, pass through dryers and washer extractors
- Train management, operational and maintenance personnel

**5.5.4.2** Statements regarding compliance to the specifications for each machine being offered. Detailed specifications may be attached. **- ACCEPT & AGREE TO THE AFOREMENTIONED:**  
*see specification literature (attached pdf)*

**2.1.1 thru 2.1.6 - BID TO EXACT SPECIFICATIONS.**

**5.5.4.3 - SCHEDULE: SAMPLE TIMELINE FOR A MACHINE TO BE DELIVERED AND INSTALLED.**

<b>SCHEDULE OF EVENTS PHASE 1</b> <i>(Sample only – subject to change)</i>	
Proposed Award of contract	March 11,2020
Issue purchase orders to manufacturers	March 13, 2020
Delivery of equipment	June 1, 2020

Removal of Equipment	June 3, 2020
Installation/Assembly of equipment	June 8, 2020
Final connections of equipment	June 15, 2020
Startup and testing	June 18, 2020
Operational	June 22, 2020

**5.5.4.4 PRICING – SEE *Western State Design - 200119-Attachment D - Pricing Sheet Addendum 1 (2)* EXCEL SPREADSHEET ATTACHED – ACCEPT & AGREE TO THE AFOREMENTIONED**

**5.5.4.5 PROPOSALS SHOULD BE ALL-INCLUSIVE, DETAILING RESPONDENT’S BEST OFFER. – ACCEPT & AGREE TO THE AFOREMENTIONED**

**5.5.5 QUALIFICATIONS – THIS SECTION SHALL DESCRIBE THE RESPONDENT’S ABILITY AND EXPERIENCE RELATED TO THE EQUIPMENT AND SERVICES PROPOSED. – ACCEPT & AGREE TO THE AFOREMENTIONED; SEE ATTACHMENT C.**

- The contractor will assign a Project Manager onsite for the installation and coordinate all building utility modifications and equipment delivery with the engineering staff and the MCSO laundry department manager.
- The contractor has Factory-Authorized Trained Service Technicians in Phoenix, AZ to continue providing warranty and ongoing services for all existing equipment and specified equipment to the MCSO laundry.

**5.5.6 EXCEPTION TO THE PROPOSAL SOLICITATION, SERIAL 200119-RFP – NO EXCEPTIONS - ACCEPT & AGREE TO THE AFOREMENTIONED.**

**5.5.7 ATTACHMENT A - VENDOR INFORMATION SEE ATTACHMENT *Western State Design - 200119-Attachment A - Vendor Information (1)* - ACCEPT & AGREE TO THE AFOREMENTIONED.**



**Exhibit D****OFFICE OF PROCUREMENT SERVICES CONTRACTOR TRAVEL AND PER DIEM POLICY**

- 1.0 All contract-related travel plans and arrangements shall be prior-approved by the County Contract Administrator.
- 2.0 Lodging, per diem, and incidental expenses incurred in performance of Maricopa County/Special District (County) contracts shall be reimbursed based on current U.S. General Services Administration (GSA) domestic per diem rates for Phoenix, Arizona. Contractors must access the following internet site to determine rates (no exceptions): ([www.gsa.gov](http://www.gsa.gov)).
- 2.1 Additional incidental expenses (i.e., telephone, fax, internet, and copying charges) shall not be reimbursed. They should be included in the contractor's hourly rate as an overhead charge.
- 2.2 The County will not (under any circumstances) reimburse for contractor guest lodging, per diem, or incidentals.
- 3.0 Commercial air travel shall be reimbursed as follows:
  - 3.1 Coach airfare will be reimbursed by the County. Business class airfare may be allowed only when preapproved in writing by the County Contract Administrator as a result of the business need of the County when there is no lower fare available.
  - 3.2 The lowest direct flight airfare rate from the contractors assigned duty post (pre-defined at the time of contract signing) will be reimbursed. Under no circumstances will the County reimburse for airfares related to transportation to or from an alternate site.
  - 3.3 The County will not (under any circumstances) reimburse for contractor guest commercial air travel.
- 4.0 Rental vehicles may only be used if such use would result in an overall reduction in the total cost of the trip, not for the personal convenience of the traveler. Multiple vehicles for the same set of travelers for the same travel period will not be permitted without prior written approval by the County Contract Administrator.
  - 4.1 Purchase of comprehensive and collision liability insurance shall be at the expense of the contractor. The County will not reimburse contractor if the contractor chooses to purchase this coverage.
  - 4.2 Rental vehicles are restricted to sub-compact, compact, or mid-size sedans unless a larger vehicle is necessary for cost efficiency due to the number of travelers. (NOTE: Contractors shall obtain pre-approval in writing from the County Contract Administrator prior to rental of a larger vehicle.)
  - 4.3 County will reimburse for parking expenses if free, public parking is not available within a reasonable distance of the place of County business. All opportunities must be exhausted prior to securing parking that incurs costs for the County. Opportunities to be reviewed are the DASH, shuttles, etc. that can transport the contractor to and from County buildings with minimal costs.
  - 4.4 County will reimburse for the lowest rate, long-term, uncovered (e.g. covered or enclosed parking will not be reimbursed) airport parking only if it is less expensive than shuttle service to and from the airport.
  - 4.5 The County will not (under any circumstances) reimburse the contractor for guest vehicle rental(s) or other any transportation costs.
- 5.0 Contractor is responsible for all costs not directly related to the travel except those that have been pre-approved by the County Contract Administrator. These costs include (but are not limited to) the following: in-room movies, valet service, valet parking, laundry service, costs associated with storing luggage at a hotel, fuel costs associated with non-County activities, tips that exceed the per diem allowance, health club fees, and entertainment costs. Claims for unauthorized travel expenses will not be honored and are not reimbursable.
- 6.0 Travel and per diem expenses shall be capped at 15 percent of project price unless otherwise specified in individual contracts.

- 7.0 Contractor shall provide (upon request), with their invoice(s), copies of receipts supporting travel and per diem expenses, and if applicable, with a copy of the written consent issued by the County Contract Administrator. No travel and per diem expenses shall be paid by County without copies of the written consent as described in this policy and copies of all receipts.

WESTERN STATE DESIGN, INC., 2331 TRIPALDI WAY, HAYWARD, CA 94545

PRICING SHEET: NIGP CODE 50030 50040; 50095

Terms:	NET 30
Vendor Number:	VC0000009350
Certificates of Insurance	Required
Contract Period:	To cover the period ending <b>May 31, 2025.</b>