



BUNCOMBE COUNTY PUBLIC SCHOOLS  
MAINTENANCE DEPARTMENT  
**175 BINGHAM RD., ASHEVILLE, NC 28806**  
TELEPHONE (828) 232-4244  
FAX (828) 232-4249

### ***Bidding Instructions***

*Please fill out all heading information for each page.*

*Please bid all items that you can.*

*The contract period begins January 1, 2017 through December 31, 2017.*

**Bid prices must be held for one year.**

**We must have bid price per each item or per foot (not by 100 or 1,000).**

**Please round prices to the nearest whole cent.**

**Example: \$1.9123 should be priced at \$1.91.**

**Update current vendor item number in order to cross reference easily.**

*Please indicate if you have items in stock or if not, indicate shipping time.*

***Shipping will be included in bid price.***

**The Buncombe County Board of Education does not accept back orders.**

**Bids are due on or before 4:00 PM on  
December 14th, 2016**

Please send all bids electronically to Michael Mace or Sandra McPeters

*Pay particular attention to carton counts.*

***If you have any questions, please call or come by if you would like to see  
current warehouse items on the bid list.***

*Buncombe County Schools' Maintenance Department*

*Attn: Mr. Michael Mace*

*Email – [Michael.mace@bcsemail.org](mailto:Michael.mace@bcsemail.org)*

*Phone (828) 225-1116*

*Cell Phone (828) 775-3638*

*Sandra McPeters*

*Email – [Sandra.mcpeters@bcsemail.org](mailto:Sandra.mcpeters@bcsemail.org)*

*(828) 225-1103*

<b>BUNCOMBE COUNTY SCHOOLS</b> 175 Bingham Road Asheville, NC 28806	<b>REQUEST FOR QUOTES Q 50-16</b> Quotes due date: 12/14/2016 <b>Fire/Health/Safety</b>
<b>Refer ALL Inquiries to:</b> Ron Venturella, CLGPO, Purchasing Officer Telephone No. 828-255-5890/5891	Project Designer: Michael Mace, Maintenance Department Phone: 828-232-4244
E-Mail: ron.venturella@bcsemail.org	E-Mail: Michael.mace@bcsemail.org
<b>(See page 2 for mailing instructions.)</b>	

**NOTICE TO OFFEROR**

Quotes, subject to the conditions made a part hereof, will be received due in this office Wednesday, December 14<sup>th</sup>, 2016 until 4:00pm for furnishing and delivering the commodity as described herein. Refer to page 2 for proper mailing instructions.

**Quotes are subject to rejection unless submitted on this form and all pages returned.**

**EXECUTION**

In compliance with this Request for Quotes, and subject to all the conditions herein, the undersigned offers and agrees to furnish and deliver any or all items upon which prices are offered, at the prices set opposite each item within the time specified herein. By executing this offer, I certify that this quote is submitted competitively and without collusion, that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. False certification is a Class I felony.

**Failure to execute/sign quote prior to submittal shall render quote invalid. Late quotes are not acceptable.**

OFFEROR/VENDOR:		FEDERAL ID OR SOCIAL SECURITY NO.	
STREET ADDRESS:		P.O. BOX:	ZIP:
CITY & STATE & ZIP:		TELEPHONE NUMBER:	TOLL FREE TEL. NO (800)
TYPE OR PRINT NAME & TITLE OF PERSON SIGNING:		FAX NUMBER:	
AUTHORIZED SIGNATURE:	DATE:	E-MAIL:	
MINORITY STATUS:			

Offer valid for 60 days from date of opening unless otherwise stated: (See Instructions for Quotes, Item 5). Prompt Payment Discount: \_\_\_\_\_ % \_\_\_\_\_ days (See Instructions for Quotes, Item 6).

**ACCEPTANCE OF QUOTE**

If any or all parts of this quote are accepted, an authorized representative of Buncombe County Schools shall forward an executed purchase order to signify award. Along with the purchase order, this document and the provisions of the Instructions for Quotes, special terms and conditions specific to this Request for Quotes, the specifications, and the North Carolina General Contract Terms and Conditions shall then constitute the written agreement between the parties.

In an effort to support the sustainability efforts of the State of North Carolina we solicit your cooperation in this effort.

**It is desirable that all responses meet the following requirements:**

- All copies are printed **double sided**.
- All submittals and copies are printed on **recycled paper with a minimum post-consumer content of 30%** and indicate this information accordingly on the response.
- Unless absolutely necessary, all bids and copies should **minimize or eliminate use of non-recyclable or non reusable materials** such as plastic report covers, plastic dividers, vinyl sleeves, and GBC binding. Three-ringed binders, glued materials, paper clips, and staples are acceptable.
- Materials should be submitted in a format, which allows for **easy removal and recycling** of paper materials.

**MAILING INSTRUCTIONS:** Email or postal mail only one fully executed complete quote document, unless otherwise instructed, and only one quote per email or envelope. Please include Quote Number in the subject line if emailing or if postal mailing, address envelope and insert quote number as shown below: It is the responsibility of the offeror to have the quote in this office by the specified time and date of opening. All labeled pages must be returned.

**Emailed (Preferred), Postal Service, or Hand  
Delivered**

QUOTE NO. 50-16

[Michael.mace@bcsemail.org](mailto:Michael.mace@bcsemail.org)

[Sandra.mcpeters@bcsemail.org](mailto:Sandra.mcpeters@bcsemail.org)

OR

Buncombe County Schools

Attn: Michael Mace

175 Bingham Road

Asheville, NC 28806

**TABULATIONS:** calling the project designer or purchasing division listed on the first page of this document can obtain verbal tabulations of quotes and award information.

**TRANSPORTATION CHARGES:** All *transportation charges must be prepaid and included in quote.*

**INSTRUCTIONS FOR QUOTES**

1. **READ, REVIEW AND COMPLY:** It shall be the offeror's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.
2. **NOTICE TO OFFERORS:** All quotes are subject to the provisions of the Instructions for Quotes, special terms and conditions specific to this Request for Quotes, the specifications, and the North Carolina General Contract Terms and Conditions. Buncombe County Schools objects to and will not evaluate or consider any additional terms and conditions submitted with a quote. This applies to any language appearing in or attached to the document as part of the offeror's response. **DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.**  
By execution and delivery of this document, the offeror agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.
3. **DEFINITIONS:**
  - **OFFEROR:** Company, firm, corporation, partnership, individual, etc., submitting a response to a Request for Quotes.
  - **TERM CONTRACT:** A contract generally intended to cover all normal requirements for a commodity for a specified period of time based on estimated quantities only.
  - **STATEWIDE TERM CONTRACT:** A Term Contract for all agencies, unless exempted by statute, rule, or special term and condition specific to this quote.
  - **AGENCY SPECIFIC TERM CONTRACT:** A Term Contract for a specific agency.
  - **OPEN MARKET CONTRACT:** A contract for the purchase of a commodity not covered by a term contract.

4. **EXECUTION:** Failure to sign under EXECUTION section will render quote invalid.
5. **TIME FOR CONSIDERATION:** Unless otherwise indicated on the first page of this document, the offer shall be valid for 45 days from the date of quote opening. Preference may be given to quotes allowing not less than 45 days for consideration and acceptance.
6. **PROMPT PAYMENT DISCOUNTS:** Offerors are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract except as a factor to aid in resolving cases of identical prices.
7. **SPECIFICATIONS:** Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and offeror will be held responsible therefore. Deviations shall be explained in detail. **The offeror shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable**
8. **ORDER OF PRECEDENCE:** In cases of conflict between specific provisions in this quote, the order of precedence shall be (1) special terms and conditions specific to this quote, (2) specifications, (3) North Carolina General Contract Terms and Conditions, and (4) Instructions for Quotes.
9. **INFORMATION AND DESCRIPTIVE LITERATURE:** Offeror is to furnish all information requested and in the spaces provided in this document. Further, if required elsewhere in this quote, each offeror must submit with their quote sketches, descriptive literature and/or complete specifications covering the products offered. Reference to literature submitted with a previous offer will not satisfy this provision. Quotes, which do not comply with these requirements, will be subject to rejection.
10. **RECYCLING AND SOURCE REDUCTION:** It is the policy of this State to encourage and promote the purchase of products with recycled content to the extent economically practicable, and to purchase items, which are reusable, refillable, repairable, more durable, and less toxic to the extent that the purchase or use is practicable and cost-effective. We also encourage and promote using minimal packaging and the use of recycled/recyclable products in the packaging of commodities purchased. However, no sacrifice in quality of packaging will be acceptable. The company remains responsible for providing packaging that will protect the commodity and contain it for its intended use. Companies are strongly urged to bring to the attention of the purchasers in the Division of Purchase and Contract those products or packaging they offer which have recycled content and that are recyclable.
11. **CLARIFICATIONS/INTERPRETATIONS:** Any and all questions regarding this document must be addressed to the purchaser named on the cover sheet of this document. Do not contact the user directly. Any and all revisions to this document shall be made only by written addendum from the Division of Purchase and Contract. The offeror is cautioned that the requirements of this quote can be altered only by written addendum and that verbal communications from whatever source are of no effect.
12. **ACCEPTANCE AND REJECTION:** Buncombe County Schools reserves the right to reject any and all quotes, to waive any informality in quotes and, unless otherwise specified by the offeror, to accept any item in the quote. If either a unit price or extended price is obviously in error or the other is obviously correct, the incorrect price will be disregarded.
13. **REFERENCES:** Buncombe County Schools' reserves the right to require a list of users of the exact item offered. Buncombe County Schools may contact these users to determine acceptability of the quote. Such information may be considered in the evaluation of the quote.
14. **HISTORICALLY UNDERUTILIZED BUSINESSES:** Pursuant to General Statute 143-48 and Executive Order #150, Buncombe County Schools invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.
15. **AWARD OF CONTRACT:** Qualified quotes will be evaluated and acceptance may be made of the lowest and best quote most advantageous to Buncombe County Schools as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the offerors; the substantial conformity with the specifications and other conditions set forth in the quote; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by Buncombe County Schools to be pertinent or peculiar to the purchase in question. Unless otherwise specified by Buncombe County Schools or the offeror, Buncombe County Schools reserves the right to accept any item or group of items on a multi-item quote. In addition, on TERM CONTRACTS, Buncombe County Schools reserves the right to make partial, progressive or multiple awards: where it is advantageous to award separately by items; or where more than one supplier is needed to provide the contemplated requirements as to quantity, quality, delivery, service, geographical areas; other factors deemed by Buncombe County Schools to be pertinent or peculiar to the purchase in question.
16. **CONFIDENTIAL INFORMATION:** As provided by statute and rule, Buncombe County Schools will consider keeping trade secrets, which the offeror does not wish, disclosed confidential. Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the offeror. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by North Carolina law.
17. **TAXES:**
  - **FEDERAL:** All agencies participating in this contract are exempt from Federal Taxes, such as excise and transportation. Exemption forms submitted by the contractor will be executed and returned by the using agency.
  - **OTHER:** Prices offered are not to include neither any personal property taxes, nor any sales or use tax (or fees) unless

required by  
the North Carolina Department of Revenue.

18. **SAMPLES:** Sample of items, when required, must be furnished as stipulated herein, free of expense, and if not destroyed will, upon request be returned at the offeror's expense. Request for the return of samples must be made within 10 days following date of quote opening. Otherwise the samples will become Buncombe County Schools' property. Each individual sample must be labeled with the offeror's name, quote number, and item number. A sample, on which an award is made, will be retained until the contract is completed, and then returned, if requested, as specified above.
19. **PROTEST PROCEDURES:** When an Offeror wants to protest a contract award pursuant to this solicitation that is over \$10,000 they must submit a written request to the State Purchasing Officer at the address given in the Request for Quotes entitled "Mailing Instructions". This request must be received in the Division of Purchase and Contract within thirty (30) consecutive calendar days from the date of the contract award, and must contain specific reasons and any supporting documentation for the protest. Note: Contract award notices are sent only to those actually awarded contracts, and not to every person or firm responding to this solicitation. Offerors may call the purchaser listed on the first page of this document to obtain a verbal status of contract award. All protests will be handled pursuant to the North Carolina Administrative Code Title 1, Department of Administration, Chapter 5, Purchase and Contract, Section 5B.1519.
20. **MISCELLANEOUS:** Masculine pronouns shall be read to include feminine pronouns, and the singular of any word or phrase shall be read to include the plural and vice versa.

#### **NORTH CAROLINA GENERAL CONTRACT TERMS AND CONDITIONS**

1. **DEFAULT AND PERFORMANCE BOND:** In case of default by the contractor, Buncombe County Schools may procure the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby. Buncombe County Schools reserves the right to require performance bond or other acceptable alternative guarantees from successful bidder without expense to Buncombe County Schools.
2. **GOVERNMENTAL RESTRICTIONS:** In the event any Governmental restrictions are imposed which necessitate alteration of the material, quality, workmanship or performance of the items offered prior to their delivery, it shall be the responsibility of the contractor to notify, in writing, the issuing purchasing office at once, indicating the specific regulation which required such alterations. Buncombe County Schools reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the contract.
3. **AVAILABILITY OF FUNDS:** Any and all payments to the contractor are dependent upon and subject to the availability of funds to the agency for the purpose set forth in this agreement.
4. **TAXES:** Any applicable taxes shall be invoiced as a separate item.  
G.S. 143-59.1 bars the Secretary of Administration from entering into contracts with vendors if the vendor or its affiliates meet one of the conditions of G. S. 105-164.8(b) and refuse to collect use tax on sales of tangible personal property to purchasers in North Carolina. Conditions under G. S. 105-164.8(b) include: (1) Maintenance of a retail establishment or office, (2) Presence of representatives in the State that solicit sales or transact business on behalf of the vendor and (3) Systematic exploitation of the market by media-assisted, media-facilitated, or media-solicited means. By execution of the bid document the vendor certifies that it and all of its affiliates, (if it has affiliates), collect(s) the appropriate taxes.
5. **SITUS:** The place of this contract, its situs and forum, shall be North Carolina, where all matters, whether sounding in contract or tort, relating to its validity, construction, interpretation and enforcement shall be determined.
6. **GOVERNING LAWS:** This contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina.
7. **INSPECTION AT CONTRACTOR'S SITE:** Buncombe County Schools reserves the right to inspect, at a reasonable time, the equipment/item, plant or other facilities of a prospective contractor prior to contract award, and during the contract term as necessary for Buncombe County Schools determination that such equipment/item, plant or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the contract.
8. **PAYMENT TERMS:** Payment terms are Net not later than 30 days after receipt of correct invoice or acceptance of goods, whichever is later. The using agency is responsible for all payments to the contractor under the contract. Payment by some agencies may be made by procurement card and the contractor for payment shall accept it if the contractor accepts that card (Visa, MasterCard, etc.) from other customers. If payment is made by procurement card, then the contractor may process payment immediately.
9. **AFFIRMATIVE ACTION:** The contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin or disability.
10. **CONDITION AND PACKAGING:** Unless otherwise provided by special terms and conditions or specifications, it is understood and agreed that any item offered or shipped has not been sold or used for any purpose and shall be in first class condition. All containers/packaging shall be suitable for handling, storage or shipment.

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11. **STANDARDS:** All manufactured items and/or fabricated assemblies subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate state inspector which customarily requires the label or re-examination listing or identification marking of the appropriate safety standard organization; such as the American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and /or National Electrical Manufacturers' Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished. Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution.
12. **PATENT:** The contractor shall hold and save Buncombe County Schools, its officers, agents and employees, harmless from liability of any kind, including costs and expenses, on account of any copyrighted material, patented or unpatented invention, articles, device or appliance manufactured or used in the performance of this contract, including use by the government.
13. **ADVERTISING:** Contractor agrees not to use the existence of this contract or the name of the State of North Carolina as part of any commercial advertising.
14. **ACCESS TO PERSONS AND RECORDS:** The State Auditor shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7.
15. **ASSIGNMENT:** No assignment of the contractor's obligations or the contractor's right to receive payment hereunder shall be permitted.  
However, upon written request approved by the issuing purchasing authority and solely as a convenience to the contractor, Buncombe County Schools may:
- Forward the contractor's payment check directly to any person or entity designated by the contractor, and
  - Include any person or entity designated by contractor as a joint payee on the contractor's payment check.
- In no event shall such approval and action obligate the State to anyone other than the contractor and the contractor shall remain responsible for fulfillment of all contract obligations.
16. **INSURANCE:**
- COVERAGE** - During the term of the contract, the contractor at its sole cost and expense shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. As a minimum, the contractor shall provide and maintain the following coverage and limits:
- Worker's Compensation** - The contractor shall provide and maintain Worker's Compensation Insurance, as required by the laws of North Carolina, as well as employer's liability coverage with minimum limits of \$150,000.00, covering all of contractor's employees who are engaged in any work under the contract. If any work is sublet, the contractor shall require the subcontractor to provide the same coverage for any of his employees engaged in any work under the contract.
  - Commercial General Liability** - General Liability Coverage on a Comprehensive Broad Form on an occurrence basis in the minimum amount of \$500,000.00 Combined Single Limit. (Defense cost shall be in excess of the limit of liability.)
  - Automobile** - Automobile Liability Insurance, to include liability coverage, covering all owned, hired and non-owned vehicles, used in connection with the contract. The minimum combined single limit shall be \$150,000.00 bodily injury and property damage; \$150,000.00 uninsured/under insured motorist; and \$1,000.00 medical payment.
- REQUIREMENTS:** Providing and maintaining adequate insurance coverage is a material obligation of the contractor and is of the essence of this contract. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The contractor shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this contract. The limits of coverage under each insurance policy maintained by the contractor shall not be interpreted as limiting the contractor's liability and obligations under the contract.
17. **YEAR 2000 COMPLIANCE/WARRANTY:** Vendor shall ensure the product(s) and service(s) furnished pursuant to this agreement ("product" shall include, without limitation, any piece of equipment, hardware, firmware, middleware, custom or commercial software, or internal components, subroutines, and interfaces therein) which perform any date and/or time data recognition function, calculation, or sequencing, will support a four digit year format, and will provide accurate date/time data and leap year calculations on and after December 31, 1999, at the same level of functionality for which originally acquired without additional cost to the user. This warranty shall survive termination or expiration of the agreement.
18. **GENERAL INDEMNITY:** The contractor shall hold and save the State, Buncombe County Schools, its officers, agents, and employees, harmless from liability of any kind, including all claims and losses, with the exception of consequential damages, accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the contractor in the performance of this contract and that are attributable to the negligence or intentionally tortuous acts of the contractor provided that the contractor is notified in writing within 30 days that the State has knowledge of such claims. The contractor represents and warrants that it shall make no claim of any kind or nature against the State's agents who are involved in the delivery or processing of contractor goods to the State. The representation and warranty in the preceding sentence shall survive the termination or expiration of this contract.
19. **ELECTRONIC PROCUREMENT (APPLIES TO ALL CONTRACTS THAT INCLUDE E-PROCUREMENT AND ARE IDENTIFIED AS SUCH IN THE BODY OF THE SOLICITATION DOCUMENT):** Purchasing shall be conducted through the Statewide E-

Procurement Service. The State's third party agent shall serve as the Supplier Manager for this E-Procurement Service. The contractor shall register for the Statewide E-Procurement Service within two (2) business days of notification of award in order to receive an electronic purchase order resulting from award of this contract.

**THE SUCCESSFUL BIDDER (S) SHALL PAY A TRANSACTION FEE OF 1.75% (.0175) ON THE TOTAL DOLLAR AMOUNT (EXCLUDING SALES TAXES) OF EACH PURCHASE ORDER ISSUED THROUGH THE STATEWIDE E-PROCUREMENT SERVICE** This applies to all purchase orders, regardless of the quantity or dollar amount of the purchase order. The transaction fee shall not be stated or included as a separate item in the proposed contract or invoice. There are no additional fees or charges to the contractor for the services rendered by the Supplier Manager under this contract. Contractor will receive a credit for transaction fees they paid for the purchase of any item(s) if an item(s) is returned through no fault of the contractor. Transaction fees are non-refundable when an item is rejected and returned, or declined, due to the contractor's failure to perform or comply with specifications or requirements of the contract.

The Supplier Manager will invoice contractor or its' Authorized Reseller, as applicable, monthly for the State's transaction fee. The transaction fee shall be based on purchase orders issued for the prior month. Unless Supplier Manager receives written notice from the Contractor identifying with specificity any errors in an invoice within thirty (30) days of the receipt of invoice, such invoice shall be deemed to be correct and Contractor shall have waived its right to later dispute the accuracy and completeness of the invoice. Payment of the transaction fee by the Contractor is due to the account designated by the State within thirty (30) days after receipt of the correct invoice for the transaction fee, which includes payment of all portions of an invoice not in dispute. Within thirty (30) days of the receipt of invoice, contractor may request in writing an extension of the invoice payment due date for that portion of the transaction fee invoice for which payment of the related goods by the governmental purchasing entity has not been received by the Contractor. If payment of the transaction fee is not received by the State within this payment period, it shall be considered a material breach of contract. The Supplier Manager shall provide, whenever reasonably requested by the contractor in writing (including electronic documents), supporting documentation from the E-Procurement Service that accounts for the amount of the invoice.

The Supplier Manager will capture the order from the State approved user, including the shipping and payment information, and submit the order in accordance with the E-Procurement Service. Subsequently, the Supplier Manager will send those orders to the appropriate contractor on State Contract. The State or State approved user, not the Supplier Manager, shall be responsible for the solicitation, bids received, evaluation of bids received, award of contract, and the payment for goods delivered.

Contractor agrees at all times to maintain the confidentiality of its user name and password for the Statewide E-Procurement Services. If a contractor is a corporation, partnership or other legal entity, then the contractor may authorize its employees to use its password. Contractor shall be responsible for all activity and all charges by such employees. Contractor agrees not to permit a third party to use the Statewide E-Procurement Services through its account. If there is a breach of security through the contractor's account, contractor shall immediately change its password and notify the Supplier Manager of the security breach by e-mail. Contractor shall cooperate with the State and the Supplier Manager to mitigate and correct any security breach.

20. **ELECTRONIC PROCUREMENT (APPLIES ONLY TO STATEWIDE TERM CONTRACTS):** Within ten (10) calendar days of notice, the contractor shall provide supplier information, contract pricing and other product-related information requested by the State or the Supplier Manager. This information shall include such information as contractor name, SKU, brand/manufacturer, product name and a brief description, unit of measure, price, and other similar information or properly requested by the State or the Supplier Manager to facilitate purchasing from the contract. This information shall be posted by the contractor in the format provided by the Supplier Manager, or as otherwise provided in a template or format required by the State. No costs or expenses associated with providing this information shall be charged to the State, its agents (including Supplier Manager) or State approved users of the contract. For the purposes of this contract, the contractor warrants that it is authorized and empowered to and hereby grants the State and the Supplier Manager the right and license to use, reproduce, transmit, distribute and publicly display this information. In addition, for the purposes of this contract, the contractor warrants that it is authorized and empowered to and hereby grants the State and the Supplier Manager the right and license to reproduce and display contractor's trademarks, service marks, logos, trade dress or other branding designation that identifies the goods available under the contract. The Supplier Manager shall create and maintain, with contractor's timely assistance, web-based placement of contract information, where appropriate, that includes the contract items distributed by the contractor within the appropriate contract categories. The State shall provide any price adjustment/product modification information that it has approved during the course of the contract, to the Supplier Manager immediately upon such change.

If the contractor is not the manufacturer, then it shall be the contractor's responsibility to obtain authorization from the manufacturer to comply with the provisions of this contract, including any appropriate intellectual property rights of the manufacturer. If the contractor is the manufacturer, then the manufacturer shall only authorize dealers, outlets, distributors, value added resellers, etc. (together, "Authorized Resellers") within their network that can comply with the provisions of this contract.

**CONTRACTOR IS AND SHALL REMAIN RESPONSIBLE FOR PAYING THE TRANSACTION FEE ON BEHALF OF ITS AUTHORIZED RESELLERS IN THE EVENT THAT THE AUTHORIZED RESELLER (S) DEFAULTS.**

21. **CANCELLATION (TERM CONTRACTS ONLY):** All contract obligations shall prevail for at least 90 days after the effective date of the contract. After that period, in addition to the provisions of the paragraph entitled Price Adjustments, for the protection of both parties, either party may cancel this contract in whole or in part by giving 30 days prior notice in writing to the other party.

22. **QUANTITIES (TERM CONTRACTS ONLY):** The award of a term contract neither implies nor guarantees any minimum or maximum purchases thereunder.
23. **PRICE ADJUSTMENTS (TERM CONTRACTS ONLY):** Any price changes, downward or upward, which might be permitted during the contract period must be general, either by reason of market change or on the part of the contractor to other customers.
- a. **Notification:** Must be given to Buncombe County Schools, in writing, concerning any proposed price adjustments. Such notification shall be accompanied by copy of manufacturer's official notice or other acceptable evidence that the change is general in nature.
- b. **Decreases:** Buncombe County Schools shall receive full proportionate benefit immediately at any time during the contract period.
- c. **Increases:** All prices shall be firm against any increase for 180 days from the effective date of the contract. After this period, a request for increase may be submitted with Buncombe County Schools reserving the right to accept or reject the increase, or cancel the contract. Such action by Buncombe County Schools shall occur not later than 15 days after the receipt by Buncombe County Schools of a properly documented request for price increase. Any increases accepted shall become effective not later than 30 days after the expiration of the original 15 days reserved to evaluate the request for increase.
- d. **Invoices:** It is understood and agreed that orders will be shipped at the established contract prices in effect on dates orders are placed. Invoicing at variance with this provision will subject the contract to cancellation. Applicable North Carolina sales tax shall be invoiced as a separate item.

**DEVIATIONS:** Any deviations from specifications and requirements herein must be clearly pointed out by bidder. Otherwise it will be considered that equipment/supplies offered is in strict compliance with these specifications and requirements, and successful bidder will be held responsible therefore. Deviations must be explained in detail on an attached sheet. However, no implication is made by the State/BCS that deviations will be acceptable. Bidder is advised that the response (or lack thereof) on this question does not take precedence over specific responses or non-responses provided elsewhere in this bid.

Number of days to delivery upon receipt of purchase order: \_\_\_\_\_

***The Buncombe County Board of Education reserves the right to reject any  
Or all bids for any or no reason, and to waive informalities.***



**Buncombe County Board of Education**  
**Attn: Purchasing**  
**175 Bingham Road**  
**Asheville, NC 28806**  
**(828) 255-5891**

**Buncombe County Schools**  
**FHS Q50-16**

**Company** \_\_\_\_\_

**Mailing**  
**Address** \_\_\_\_\_

**Telephone #** \_\_\_\_\_

**Fax #** \_\_\_\_\_

**Authorized Person** \_\_\_\_\_

\*\*\*\*\*

**Price of Bid Effective Date:**

**\*\*January 1, 2017 to December 31, 2017\*\***

**ALL PRICES TO INCLUDE SHIPPING**

**Round all prices to the nearest whole cent.**

<i>Item Number</i>	<i>Item Description</i>	<i>Vendor Item #</i>	<i>Price Per Each</i>	<i>Item in Stock</i>	<i>Item Ship Time</i>
FHS005	BODY HARNESS	SFT4000	_____	_____	_____
FHS006	LANYARD W/BUILT IN SHOCK ABSORBER	SBT611127	_____	_____	_____
FHS025	SAFETY VESTS LARGE	TCV110L	_____	_____	_____
FHS039	FIRE EXTINGUISHER TIES		_____	_____	_____
FHS040	FIRE EXTINGUISHER SIGN	5016407	_____	_____	_____
FHS041	FIRE EXTINGUISHER - PULL PIN	1000988	_____	_____	_____
FHS042	FIRE EXTINGUISHER - ABC 2- 1/2 LBS. W/MARINE BRACKE	1000987	_____	_____	_____
FHS049	FIRE EXTINGUISHER 5 LB.	1000988	_____	_____	_____
FHS050	FIRE EXTINGUISHER - ABC 10 LBS. BADGER- (MSDS REQUIRED)	1000989	_____	_____	_____
FHS071	FIRE EXT. BRACKET	1000987	_____	_____	_____
FHS075	SAFETY VEST EXTRA LARGE	49-3660-00	_____	_____	_____
FHS095	BELT - LIFTING BELT - SMALL	2031581	_____	_____	_____
FHS096	BELT - LIFTING BELT - MEDIUM	2031623	_____	_____	_____
FHS097	BELT - LIFTING - LARGE	2031649	_____	_____	_____
FHS098	BELT - LIFTING - X-LARGE	2066363	_____	_____	_____

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FHS104	SPILL SOCKS 4" X 46" PETROLEUM	0500174	_____	_____	_____
FHS105	VEHICLE RESPONSE SPILL KITS PETROLEUM	1008770	_____	_____	_____
FHS106	SPILL KIT - LARGE PETROLEUM 20 GAL.	A5SPKIT20	_____	_____	_____
FHS108	SPILL PAD 17 X 19 X 3/8 PETROLEUM	1047976	_____	_____	_____
FHS109	5-GALLON BOTTLE W/FAUCET	HIL29997	_____	_____	_____
FHS118	EAR PLUGS WITH DISPENSER	536654	_____	_____	_____
FHS119	EAR MUFFS HEARING PROTECTOR	513303001	_____	_____	_____
FHS120	FACE SHIELD	1002042	_____	_____	_____
FHS122	HARD HAT	H1S51WHR	_____	_____	_____
FHS123	FACE SHIELD GREEN	0800628	_____	_____	_____
FHS124	HELMET - EARMUFFS FACE SHIELD LUMBER JACK	CU3DRV	_____	_____	_____
FHS125	SAFETY CONE 28" - TRAFFIC ORANGE W/FLUORESCENT COLLARS	TC28RFLNC	_____	_____	_____
FHS130	FIRST AID KITS - 25 PERSON	F3223Y	_____	_____	_____
FHS135	AMBER SAFETY LIGHT - BEACON	TCS813AMG	_____	_____	_____
FHS152	MASK - DUST & ODOR MOLDEX NO SUBSTITUTE 3M 8511 PK OF 10	R58511	_____	_____	_____
FHS153	MASK - DUST PK OF 50	2219822	_____	_____	_____
FHS155	SHARPS CONTAINER - 5 QUART	175-030	_____	_____	_____
FHS160	SAFETY GLASSES -CLEAR FROST CONDOR PROTECTIVE EYEWEAR	E1MR0110ID	_____	_____	_____

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FHS161	SAFETY GLASSES, GRAY FROST CONDOR PROTECTIVE EYEWARE	1012774	_____	_____	_____
FHS162	SAFETY GLASSES / CLEAR WITH READING LENS	SA16MC15	_____	_____	_____
FHS164	SAFETY GLASSES - ULTRA-VIOLET WILSON	E1GX0110ID	_____	_____	_____
FHS165	SAFETY GLASSES / OVER GLASSES		_____	_____	_____
FHS166	SAFETY GLASS LENS CLEANING STATION - (MSDS REQUIRED)10 MINIMUM	1009005	_____	_____	_____
FHS168	SAFETY GOGGLES 225	3RYK8	_____	_____	_____
FHS191	REFLECTIVE TAPE FOR TRAILERS	89339	_____	_____	_____
FHS193	BARRICADE TAPE - YELLOW SAFETY HAZZAD - 3" X 1000'	SS3100CC	_____	_____	_____
FHS194	FLUORESCENT PINK SURVEY TAPE 150 ROLL 12 ROLLS MIN.	27910	_____	_____	_____
FHS195	PINK SURVEY FLAGS 100/PK	29066	_____	_____	_____
FHS198	SAFETY TREAD TAPE 4"X60' (BLACK ONLY)	TC6X150WH	_____	_____	_____
FHS214	BEE SPRAY - AEROSOL LONG REACH - Piperanyl Butosixe, Technical .50%, Permethrin .25%, Tetramethrin .10% (No Substitute) (MSDS REQUIRED)	75255	_____	_____	_____
FHS249	RAT, MOUSE GLUE TRAP -2 PER PACK (MSDS REQUIRED)	74771	_____	_____	_____
FHS258	INSECT REPELLENT - "CUTTER" BACKWOODS 6 OZ (MSDS REQUIRED)	0600750	_____	_____	_____
FHS306	LOCKOUT HASP 1"	M2STO801	_____	_____	_____
FHS308	LOCKOUT HASP 1-1/2"	M2STO802	_____	_____	_____

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FHS310	LOCKOUT LOCKS	M23BLU	_____	_____	_____
FHS320	LOCKOUT TAGS	SSIMLT41ORVT P	_____	_____	_____
FHS325	VINYL DANGER SIGN - 3-1/2" X 5" LOCKOUT/TAGOUT BEF	83902	_____	_____	_____
FHS701	FLAMMABLE .032 ALUMINUM 10 X 7	20-6889-30	_____	_____	_____
FHS703	NO SMOKING .032 ALUMINUM 10 X 7	20-6889-30	_____	_____	_____
FHS705	EYE PROTECTION REQUIRED .032 ALIMINUM 10 X 7	20-6892-20	_____	_____	_____
FHS707	EAR PROTECTION REQUIRED .032 ALIMINUM 10 X 7	20-6892-20	_____	_____	_____
FHS709	HAZARDOUS MATERIALS .032 ALUMINUM 10 X 7	20-6891-20	_____	_____	_____
FHS760	WEED KILLER - ROUNDUP - 2- 1/2 GAL. 41% STRENGTH (MSDS REQUIRED)		_____	_____	_____
FHS852	SIGN POSTS - 8	0004327	_____	_____	_____
FHS854	CAFETERIA PARKING ONLY  12' X 18"		_____	_____	_____
FHS855	ASST. PRINCIPAL PARKING BK/WH 12X18		_____	_____	_____
FHS856	SRO PARKING ONLY, .063, 12X18, BOW, C/R, BORDER		_____	_____	_____
FHS858	BUSES ONLY RED/WH 12X18	SP-21	_____	_____	_____
FHS860	BUS PARKING ONLY RED/WH 12X18		_____	_____	_____
FHS896	DO NOT ENTER-RED ON WHITE - 30 X 30		_____	_____	_____
FHS903	EMERGENCY EXIT ONLY WH/RED 18X12		_____	_____	_____
FHS906	EXIT RED/WH 8X10		_____	_____	_____

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FHS907	EXIT - LEFT HAND BLK/WHITE 18 X 24				
FHS908	EXIT - RIGHT HAND BLK./WHITE 18X24				
FHS911	FACULTY PARKING ONLY BK/WH 12X18				
FHS912	MAXIMUM PENALTY \$25012X9	20-4892-21			
FHS913	RESERVED PARKING MAXIMUM PENALTY \$250 W/ HANDICAP SYMBOL	20-6265-31			
FHS914	VAN ACCESSIBLE	20-5964-21			
FHS916	LOADING DOCK ONLY "NO PARKING" RED/WH 12X18				
FHS925	DRUG FREE / GUN FREE SIGN 24 X 18				
FHS929	NO DUMPING BK/WH 12X18				
FHS930	NO PARKING RED 12X18 STD	20-6055-21			
FHS931	NO PARKING FIRE LANE RED/WH 12X18				
FHS932	NO TRESPASSING SIGN - BILINGUAL ENGLISH / SPANISH	144257-1-1			
FHS933	NO TRESPASSING BY ORDER OF BUNCOMBE COUNTY BOARD OF EDUCATION	36X24			
FHS934	ONE WAY - RH-BK/WH 36X12				
FHS935	ONE WAY - LH- BK/WH 36X12				
FHS936	OFFICE PERSONNEL ONLY BK/WH 12X18				
FHS942	SIGN-HELP TAKE CARE OF EQUIPMENT	RED-ON-WHITE			
FHS945	PRINCIPAL PARKING BK/WH 12X18				

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FHS950	SECRETARY PARKING BK/WH 12X18		_____	_____	_____
FHS952	SPEED LIMIT 15 MPH BK/WH 18 X 24	20-3309-21	_____	_____	_____
FHS953	STUDENT DROP-OFF BK/WH 12X18		_____	_____	_____
FHS954	STOP 24X24	3418-21	_____	_____	_____
FHS955	STOP 30 X 30		_____	_____	_____
FHS956	TEACHER OF THE YEAR BK/WH 12X18		_____	_____	_____
FHS957	TEACHER ASST. OF THE YEAR BK/WH 12X18		_____	_____	_____
FHS960	VISITOR PARKING BK/WH 12X18	20-9484-51	_____	_____	_____
FHS961	ALL VISITORS REPORT IN AT OFFICE BUMPER STICKER BK		_____	_____	_____
FHS962	NFR SIGN	TM-22357	_____	_____	_____
FHS963	CAUTION EYE PROTECTION REQUIRED	110	_____	_____	_____
FHS964	CAUTION EAR PROTECTION REQUIRED	113	_____	_____	_____
FHS965	VEHICLES ENTERING CAMPUS MAY BE SUBJECT TO SEARCH	18X24	_____	_____	_____
FHS975	YIELD		_____	_____	_____
FHS981	SLOW MOVING VEHICLE 14 1/2 X 12 1/2	206067-20	_____	_____	_____
FHS983	THIS SCHOOL IS A TOBACCO FREE FACILITY		_____	_____	_____
FHS984	SMOKE FREE BUILDING SIGN RED/WHT 12 X 9 DECAL	00-0000-25	_____	_____	_____
FHS986	BUSES ONLY 24 X 18 BLACK ON WHITE		_____	_____	_____

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FHS988	SAFETY LOCKOUT KIT		_____	_____	_____
FHS999	ASBESTOS BARRICADE TAPE	PT31	_____	_____	_____