

## Solicitation Audit Checklist

<b>Proposal:</b>	<u>AEPA 026-F EMS Supplies &amp; Equipment</u>
<b>Awarded Vendor(s):</b>	<u>Medline Industries</u>
<b>Award Date:</b>	<u>12/15/25</u>
<b>Contract Number:</b>	<u>026-F</u>

X	1 Legal Affidavit(s)
X	2 Copy of Solicitation Documents
X	3 Copy of Questions & Answers
NA	4 Copy of Addenda
X	5 Notification Report
X	6 Access Report
X	7 Opening Record
X	8 Copy of Awarded Vendor Response(s)
X	9 Evaluation Summary & Recommendation
X	10 Copy of Award Letter(s) & Copy of Signed Contract(s)

# LOCALiQ

Aberdeen News  
Watertown Public Opinion

PO Box 630567 Cincinnati, OH 45263-0567

## AFFIDAVIT OF PUBLICATION

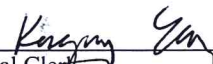
Cooperative Purchase, Lori Mittelstadt  
Lakes Country Service Cooperative  
1001 E Mount Faith AVE  
Fergus Falls MN 56537-2375


STATE OF SOUTH DAKOTA, COUNTY OF BROWN

The AMERICAN NEWS is a daily newspaper of general circulation, printed and published in Aberdeen, Brown County, South Dakota, and has been such a newspaper during the times hereinafter mentioned; and personal knowledge of the facts herein state that the notice hereto annexed was Published in said newspapers in the issue dated:

07/30/2025, 08/06/2025

That said newspaper is a legal newspaper published five days or more each week; with a bona fide circulation of more than two hundred copies daily; published in the English language within the said county of Brown for more than one year prior to the first publication of said notice; and printed in whole in an office maintained at the place of publication of said newspaper.  
Sworn to and subscribed before on 08/06/2025

  
\_\_\_\_\_  
Legal Clerk

  
\_\_\_\_\_  
Notary, State of WI, County of Brown

5.15.27

\_\_\_\_\_  
My commission expires

Publication Cost:	\$35.24	
Tax Amount:	\$0.00	
Payment Cost:	\$35.24	
Order No:	11487798	# of Copies:
Customer No:	1248830	0
PO #:	LABD0332478	

**THIS IS NOT AN INVOICE!**  
*Please do not use this form for payment remittance.*

NANCY HEYRMAN  
Notary Public  
State of Wisconsin

## Legal Notice 026

Sealed solicitations will be received by the Association of Educational Purchasing Agencies (AEPA) on behalf of its 31 State Member Agencies until:

1:30 p.m. ET, September 16, 2025

Solicitations: 026-A Furniture, 026-B Health and Wellness, 026-C LED Lighting Supplies & Equipment, 026-D Technology Catalog, 026-E Student Transportation Solutions, 026-F EMS Supplies & Equipment, and 026-G HVAC Equipment & Installation.

All responses shall be submitted online via Bonfire by the due date and time listed above. Vendors are requested to visit AEPA's website at <https://aepacoop.org/registration-solicitations/> for instructions on how to register at no cost with Bonfire. AEPA documents will be released on July 31, 2025. Note that Vendors must be able to provide their proposed products and services in up to 31 states.

Solicitations will be publicly opened after 1:30 p.m. ET, September 16, 2025 at Lakes Country Service Cooperative, 1001 E Mt Faith, Fergus Falls, MN 56537. An opening record will be posted to AEPA-COOP.org.

Published July 30, August 6 2025, at the total approximate cost of 35.24 and may be viewed free of charge at [www.sdpublic-notices.com](http://www.sdpublic-notices.com)  
LABD0332478

## AFFIDAVIT OF PUBLICATION

State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of The Bismarck Tribune, and that the publication(s) were made through The Bismarck Tribune on the following dates:

### PUBLICATION DATES:

Jul. 30, 2025, Aug. 6, 2025

**NOTICE ID:** iMzSypfVu6ogxRBsFxXj

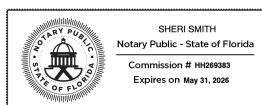
**PUBLISHER ID:** COL-ND-2022

**NOTICE NAME:** AEPA 026 - Bismarck Tribune

**Publication Fee:** \$136.62

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_



### VERIFICATION

State of Florida  
County of Broward

Subscribed in my presence and sworn to before me on this: 08/07/2025

*S. Smith*

Notary Public

Notarized remotely online using communication technology via Proof.

### AEPA #026 – Legal Notice Notice to Vendors

Sealed solicitations will be received by the Association of Educational Purchasing Agencies (AEPA) on behalf of its 31 State Member Agencies until:

**1:30 p.m. ET, September 16, 2025**  
**Solicitations :** 026-A Furniture, 026-B Health and Wellness, 026-C LED Lighting Supplies & Equipment, 026-D Technology Catalog, 026-E Student Transportation Solutions, 026-F EMS Supplies & Equipment, and 026-G HVAC Equipment & Installation.

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7/30, 8/6 - COL-ND-2022



**AFFIDAVIT OF PUBLICATION**

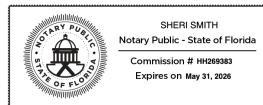
State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of the The Forum of Fargo-Moorhead (MN), a newspaper printed and published in the City of Moorhead, County of Clay, State of Minnesota.

1. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and the day of the week upon which the public notice attached/copied below was published in the newspaper are as follows: Wednesday, July 30, 2025, Wednesday, August 6, 2025
4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows: \$25.00 per column inch.
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in CASS County. The newspaper complies with conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_



**VERIFICATION**

State of Florida  
County of Broward

Subscribed in my presence and sworn to before me on this: 08/07/2025

*S. Smith*

\_\_\_\_\_  
Notary Public

Notarized remotely online using communication technology via Proof.

**AEPA #026 – Legal Notice  
Notice to Vendors**

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**1:30 p.m. ET, September 16 ,  
2025**

**Solicitations** : 026-A Furniture, 026-B Health and Wellness, 026-C LED Lighting Supplies & Equipment, 026-D Technology Catalog, 026-E Student Transportation Solutions, 026-F EMS Supplies & Equipment, and 026-G HVAC Equipment & Installation.

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# CLASSIFIEDS + PUBLIC NOTICES

STARTRIBUNE.COM/CLASSIFIEDS • 612.673.7000 • 800.927.9233

Cooperative Purchasing Network  
N/A  
D-3-AII

Advertiser:  
Agency:  
Section-Page-Zone(s):  
Description:

0000521276-01  
N/A  
1 Col x 3.57 in  
0

Ad Number:  
Insertion Number:  
Size:  
Color Type:

The Minnesota Star Tribune  
Business  
Wednesday, August 6, 2025

**GENERAL POLICIES**  
Review your ad on the first day of publication. If there are mistakes, notify us immediately. We will make changes for errors and adjust your bill, but only if we receive notice on the first day the ad is published. We limit our liability in this way, and we do not accept liability for any other damages which may result from error or omission in an ad. All ad copy must be approved by the newspaper, which reserves the right to request changes, reject or properly classify an ad. The advertiser, and not the newspaper, is responsible for the truthful content of the ad. Advertising is also subject to credit approval.

### Legal Notices

#### PUBLIC NOTICE:

Pursuant to Mn Statute 168B.06 SUB D.2 the following impounded items will be auctioned at Twin Cities Transport & Recovery - 3760 Flowerfield Rd. Blaine MN 55014 763-784-7501

"If it is impossible to determine with reasonable certainty the identity and address of the registered owner and all lienholders, the notice shall be published once in a newspaper of general circulation in the area where the motor vehicle was towed from or abandoned. Published notices may be grouped together for convenience and economy."

- All of the listed items have the right to reclaim in accordance with Mn Statute 168B.06 Subdivisions 1-5

- All unclaimed items constitute a waiver by them of all right, title, and interest in the contents and consent to sell or dispose of the contents under section 168B.08

### Proposals for Bids

#### AEPA #026 - LEGAL NOTICE

Sealed solicitations will be received by the Association of Educational Purchasing Agencies (AEPA) on behalf of its 31 State Member Agencies until: 1:30 p.m. ET, September 16, 2025

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Solicitations will be publicly opened after 1:30 p.m. ET, September 16, 2025 at Lakes County Service Cooperative, 1001 E Mt Faith, Ferguson Falls, MN 56537. An opening record will be posted to AEPACOOP.org.

### Garage Sales - NW, SW & W Suburbs

**Multi family garage sale** 8/7-9. 14573 Carriage Lane NE, Prior Lake. Camping gear, household, furniture, shelves, books, decorative items, pots/pans, bikes

### Mortgage Foreclosures

### 25-118428 NOTICE OF MORTGAGE FORECLOSURE SALE

THE RIGHT TO VERIFICATION OF THE DEBT AND IDENTITY OF THE ORIGINAL CREDITOR WITHIN THE TIME PROVIDED BY LAW IS NOT AFFECTED BY THIS ACTION. NOTICE IS HEREBY GIVEN, THAT default has occurred in the conditions of the following described mortgage:

DATE OF MORTGAGE: July 1, 2016  
ORIGINAL PRINCIPAL AMOUNT OF MORTGAGE: \$137,000.00  
MORTGAGOR(S): Ervin Moore, a married man  
MORTGAGEE: Mortgage Electronic Registration Systems, Inc.  
TRANSACTION AGENT: Mortgage Electronic Registration Systems, Inc.  
MIN#: 10086710000532869  
LENDER OR BROKER AND MORTGAGE ORIGINATOR STATED ON THE MORTGAGE: American Mortgage & Equity Consultants, Inc.  
SERVICER: Nationstar Mortgage LLC

DATE AND PLACE OF FILING: Filed July 1, 2016, Hennepin County Registrar of Titles, as Document Number 105363656

ASSIGNMENTS OF MORTGAGE: Assigned to: Lakeview Loan Servicing, LLC

LEGAL DESCRIPTION OF PROPERTY: Lot 8, Block 8, "Le Baron's First Addition to Minneapolis"

REGISTERED PROPERTY: PROPERTY ADDRESS: 5131 Dupont Avenue North, Minneapolis, MN 55430

PROPERTY IDENTIFICATION NUMBER: 12-118-21-22-0173 COT# 1472818

COUNTY IN WHICH PROPERTY IS LOCATED: Hennepin

THE AMOUNT CLAIMED TO BE DUE ON THE MORTGAGE ON THE DATE OF THE NOTICE IS \$123,410.68

THAT all pre-foreclosure requirements have been complied with; that no action or proceeding has been instituted at law or otherwise to recover the debt secured by said mortgage, or any part thereof;

PURSUANT, to the power of sale contained in said mortgage, the above described property will be sold by the Sheriff of said county as follows:

DATE AND TIME OF SALE: March 18, 2025, 10:00AM

PLACE OF SALE: Sheriff's Main Office, Civil Division, Room 190, City Hall, 350 South Fifth St., Minneapolis, MN 55415 to pay the debt secured by said mortgage and taxes, including attorneys fees allowed by law, subject to redemption within 6 months from the date of said sale by the mortgagor(s) or their personal representatives or assigns.

TIME AND DATE TO VACATE PROPERTY: If the real estate is an owner-occupied, single-family dwelling, unless otherwise provided by law, the date on or before which the mortgagor(s) must vacate the property if the mortgage is not reinstated under section 580.30 or the property is not redeemed under section 580.23, is 11:59 p.m. on September 18, 2025, or the next business day if September 18, 2025 falls on a Saturday, Sunday or legal holiday.

"THE TIME ALLOWED BY LAW FOR REDEMPTION BY THE MORTGAGOR, THE MORTGAGOR'S PERSONAL REPRESENTATIVES OR ASSIGNS, MAY BE REDUCED TO FIVE WEEKS IF A JUDICIAL ORDER IS ENTERED UNDER MINNESOTA STATUTES, SECTION 582.032, DETERMINING, AMONG OTHER THINGS, THAT THE MORTGAGED PREMISES ARE IMPROVED WITH A RESIDENTIAL DWELLING OF LESS THAN FIVE UNITS, ARE NOT PROPERTY USED FOR AGRICULTURAL

### 216 General Announcements

**SAINT PAUL CLASSIC BIKE TOUR**  
Enjoy a Music Festival on Wheels!  
Sunday, September 7, 2025  
Scenic routes of 13 to 32 miles with live music at every stop!  
Explore more at [BikeClassic.org](http://BikeClassic.org)

### 324 Collectibles

**PAYING CASH (no check)**  
for gold/10k, 14k, 18k, 22k & dental; silver coin, sterling flatware, jewelry, Rolex+ watches, QVC/HSN, antique items, old comics/sports cards, collectibles. House calls/office visit, 46 yrs bus. BBB A+/WCCO #1 Appraiser/Google 4.9 stars. Call for free advice/appt. 9am-9pm/7 days a week.  
Mark & Susan 612-802-9686

### 404 Dogs

**Bernese Mountain Dog AKC Puppies**  
Shots & vet checked, family farm raised, 9 weeks. Very social! \$1,100. 320-808-8423

**ENGLISH SPRINGER PUPS AKC \$800.** For more info call or text: 641-425-1558. Pics on request!

**English Springer spaniel puppies** AKC registered Springer spaniel puppies. Ready on August 12th. Shots and information text or call 507-273-4764. \$1,200.00 507-273-4764

**German Shepherd AKC blk/tan/bl** ect temp, OFA, vet ck, 40 yrs. \$2,000. 763.203.5725 [www.bartellhaus.com](http://www.bartellhaus.com)

**GOLDEN IRISH PUPPIES** DOB 6/14, 5M, 1F. SHOTS AND VET CHKD. \$750 Stanley, WI 715-644-2219

**Golden Retriever Pups Mom Dad** AKC. Available to be seen. Males Females. Got home August 28th. Shots and Chipped. \$1,500.00 612-384-9693

**PEMBROKE WELSH CORGI AKC 3F.** 12 wks, 2 trl, 1 red & white. Vet work up to date. \$1,100. 612-221-6531

### Notice to Vendors

All rental advertising in the Star Tribune is subject to the laws which make it illegal to advertise "any preference, limitation or discrimination based on race, color, national origin, ancestry, religion, creed, sex, marital status, sexual orientation, handicap, disability, familial status or status regarding public assistance or an intention to make any such preference, limitation or discrimination". The Star Tribune will not knowingly accept any advertisements which are in violation of the law. All dwellings advertised in the Star Tribune publications are available on an equal opportunity basis.

Resources:  
Mpls. Civil Rights 612-673-3012  
MN Human Rights 651-296-5663  
Rental Home Line 612-728-5767  
HUD 1-800-669-9777

### 633 APTS & CONDOS UNFURN. NW, SW & WEST SUBURBS

**Golden Valley/New Hope 2701 Xylon Ave** 2 Bdr Apts. Huge newly remod 2BR! Scrn porch, new carpet, walk-in closets, sec sys, new D/W, central AC, on bus. Free gar. Heat & NA PP EA. Was \$1695, now \$1650! Avail now. 612-670-1104

### 687 Roommates Wanted

**Roommate wanted** Upstairs 2BR, full bath, lg walkthrough closet, split utilities, \$1,300. Quite safe neighborhood. 763-260-3111 please text

### Mortgage Foreclosures

#### PRODUCTION, AND ARE ABANDONED.

DATE: January 16, 2025  
LAKEVIEW LOAN SERVICING, LLC  
ASSIGNEE OF MORTGAGE  
LOGS LEGAL GROUP LLP  
TRACY J. HALLIDAY - 034610X  
LOGS LEGAL GROUP LLP  
ATTORNEYS FOR MORTGAGE  
1715 YANKEE DOODLE ROAD, SUITE 210 EAGAN, MN 55121 (952) 831-4060

#### NOTICE OF POSTPONEMENT OF MORTGAGE FORECLOSURE SALE

The above referenced sale scheduled for March 22, 2025, at 10:00 AM, has been postponed to April 22, 2025, at 10:00 AM, and will be held at sheriffs main address City Division, Room 190, City Hall, 350 South Fifth St., Minneapolis, MN 55415.

Unless the mortgage is reinstated under Minnesota Statute 580.30 or the property is redeemed under Minnesota Statute 580.23 the property must be vacated by October 22, 2025. If this date falls on a Saturday, Sunday or legal holiday, the date to vacate will be the next business day at 11:59 p.m.

THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

Dated: March 4, 2025  
Lakeview Loan Servicing, LLC  
Assignee of Mortgage  
LOGS Legal Group LLP  
Tracy J. Halliday - 034610X  
LOGS Legal Group LLP  
Attorneys for Mortgage  
1715 Yankee Doodle Road, Suite 210 Eagan, MN 55121 (952) 831-4060  
25-118428

#### NOTICE OF POSTPONEMENT OF MORTGAGE FORECLOSURE SALE

The above referenced sale scheduled for April 22, 2025, at 10:00 AM, has been postponed to July 1, 2025, at 10:00 AM, and will be held at sheriffs main address City Division, Room 190, City Hall, 350 South Fifth St., Minneapolis, MN 55415.

Unless the mortgage is reinstated under Minnesota Statute 580.30 or the property is redeemed under Minnesota Statute 580.23 the property must be vacated by November 27, 2025. If this date falls on a Saturday, Sunday or legal holiday, the date to vacate will be the next business day at 11:59 p.m.

THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

Dated: April 1, 2025  
Lakeview Loan Servicing, LLC  
Assignee of Mortgage  
LOGS Legal Group LLP  
Tracy J. Halliday - 034610X  
LOGS Legal Group LLP  
Attorneys for Mortgage  
1715 Yankee Doodle Road, Suite 210 Eagan, MN 55121 (952) 831-4060  
25-118428

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25-118428

#### NOTICE OF POSTPONEMENT OF MORTGAGE FORECLOSURE SALE

The above referenced sale scheduled for May 27, 2025, at 10:00 AM, has been postponed to August 5, 2025, at 10:00 AM, and will be held at sheriffs main address Dakota County Law Enforcement Center, 1580 Hwy 55, Lobby S-100, Hastings, MN 55033.

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THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

Dated: April 21, 2025  
NewRez LLC d/b/a Shellpoint Mortgage Servicing  
Assignee of Mortgage  
LOGS Legal Group LLP  
Tracy J. Halliday - 034610X  
LOGS Legal Group LLP  
Attorneys for Mortgage  
1715 Yankee Doodle Road, Suite 210 Eagan, MN 55121 (952) 831-4060

#### NOTICE OF POSTPONEMENT OF MORTGAGE FORECLOSURE SALE

The above referenced sale scheduled for April 24, 2025, at 10:00 AM, has been postponed to May 27, 2025, at 10:00 AM, and will be held at sheriffs main address Dakota County Law Enforcement Center, 1580 Hwy 55, Lobby S-100, Hastings, MN 55033.

Unless the mortgage is reinstated under Minnesota Statute 580.30 or the property is redeemed under Minnesota Statute 580.23 the property must be vacated by November 27, 2025. If this date falls on a Saturday, Sunday or legal holiday, the date to vacate will be the next business day at 11:59 p.m.

THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

Dated: April 21, 2025  
NewRez LLC d/b/a Shellpoint Mortgage Servicing  
Assignee of Mortgage  
LOGS Legal Group LLP  
Tracy J. Halliday - 034610X  
LOGS Legal Group LLP  
Attorneys for Mortgage  
1715 Yankee Doodle Road, Suite 210 Eagan, MN 55121 (952) 831-4060

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### Mortgage Foreclosures

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Tracy J. Halliday - 034610X  
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25-118428

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Unless the mortgage is reinstated under Minnesota Statute 580.30 or the property is redeemed under Minnesota Statute 580.23 the property must be vacated by February 5, 2026. If this date falls on a Saturday, Sunday or legal holiday, the date to vacate will be the next business day at 11:59 p.m.

THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

Dated: June 25, 2025  
Lakeview Loan Servicing, LLC  
Assignee of Mortgage  
LOGS Legal Group LLP  
Tracy J. Halliday - 034610X  
LOGS Legal Group LLP  
Attorneys for Mortgage  
1715 Yankee Doodle Road, Suite 210 Eagan, MN 55121 (952) 831-4060  
25-118428

#### NOTICE OF POSTPONEMENT OF MORTGAGE FORECLOSURE SALE

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THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

Dated: July 1, 2025  
Lakeview Loan Servicing, LLC  
Assignee of Mortgage  
LOGS Legal Group LLP  
Tracy J. Halliday - 034610X  
LOGS Legal Group LLP  
Attorneys for Mortgage  
1715 Yankee Doodle Road, Suite 210 Eagan, MN 55121 (952) 831-4060  
25-118428  
8/6/25 Star Tribune

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LOGS Legal Group LLP  
Attorneys for Mortgage  
1715 Yankee Doodle Road, Suite 210 Eagan, MN 55121 (952) 831-4060  
25-118428  
8/6/25 Star Tribune

#### NOTICE OF POSTPONEMENT OF MORTGAGE FORECLOSURE SALE

The above referenced sale scheduled for August 5, 2025, at 10:00 AM, has been postponed to November 4, 2025, at 10:00 AM, and will be held at sheriffs main address City Division, Room 190, City Hall, 350 South Fifth St., Minneapolis, MN 55415.

Unless the mortgage is reinstated under Minnesota Statute 580.30 or the property is redeemed under Minnesota Statute 580.23 the property must be vacated by May 4, 2026. If this date falls on a Saturday, Sunday or legal holiday, the date to vacate will be the next business day at 11:59 p.m.

THIS IS A COMMUNICATION FROM A DEBT COLLECTOR.

Dated: July 1, 2025  
Lakeview Loan Servicing, LLC  
Assignee of Mortgage  
LOGS Legal Group LLP  
Tracy J. Halliday - 034610X  
LOGS Legal Group LLP  
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**AFFIDAVIT OF PUBLICATION**

**STATE OF MINNESOTA        )  
COUNTY OF HENNEPIN )**

  
**650 3rd Ave. S, Suite 1300 | Minneapolis, MN | 55488**

Terri Swanson, being first duly sworn, on oath states as follows:

1. (S)He is and during all times herein stated has been an employee of the Star Tribune Media Company LLC, a Delaware limited liability company with offices at 650 Third Ave. S., Suite 1300, Minneapolis, Minnesota 55488, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

<u>Dates of Publication</u>	<u>Advertiser</u>	<u>Account #</u>	<u>Order #</u>
StarTribune      07/30/2025	COOPERATIVE PURCHASING CONNECTION	1000337556	521276
StarTribune      08/06/2025	COOPERATIVE PURCHASING CONNECTION	1000337556	521276

4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows:     **\$459.20**

5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Hennepin County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

*Terri Swanson*

---

Subscribed and sworn to before me on:     08/07/2025

*Diane E. Rak Kleszyk*

---



Notary Public



# Invitation for Bid AEPA #026-F EMS SUPPLIES AND EQUIPMENT

**BID SECURITY REQUIRED: NONE**

## Part A – Instructions and Specifications

### **Bid Summary – EMS Supplies and Equipment**

AEPA is requesting proposals (RFP#026-F) to develop a vendor-partner relationship with companies that would provide a **broad-line of Emergency Medical Services supplies and equipment** to our 31 member state agencies serving schools and a wide variety of other public agencies across the country.

**We are looking for products and services related to the following EMS categories:**

Airway Maintenance, Bandages and First Aid, Diagnostic Equipment, Disaster Relief and MCI, EMS and First Aid Supplies, First Aid Kits, Immobilization and Extrication. Infection Control and Hygiene, Medical Bags and Kits. Medical Education and Training, Oxygen and Resuscitation, Patient Transport Equipment, Pharmaceuticals, Personal Protective Equipment (PPE)

### **Notice to Respondents**

Solicitation offers will be received by the Association of Educational Purchasing Agencies (AEPA) on behalf of its Member Agencies until: **September 16, 2025, at 1:30 p.m. ET**

**Each package consists of multiple parts:**

- Part A – Instructions and Specifications**
- Part B – AEPA General Terms and Conditions**
- Part C – Member Agency (State) Terms and Conditions**
- Part D – Questionnaire**
- Part E – Signature Forms**
- Part F – Discount & Pricing Workbook**

All offers must be submitted online via the Bonfire eProcurement website by the due date and time listed above. AEPA solicitation documents can be downloaded after registering, at no cost, on Bonfire, <https://aepacoop.bonfirehub.com/>. Bonfire has recently changed its name to EUNA Procurement. Therefore, the names Bonfire and EUNA Procurement are interchangeable in this solicitation.

AEPA and/or the respective Member Agencies reserve the right to reject any or all offers in whole or in part; to waive any formalities or irregularities in any offers, and to accept the offers, which in its discretion, within state law, are for the best interest of any of the AEPA Member Agencies and/or their Participating Entities. Note that Respondents must be able to provide their proposed products and services in up to 31 states including Arkansas, California, Colorado, Connecticut, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Massachusetts, Michigan, Minnesota,

Missouri, Montana, Nebraska, New Jersey, New Mexico, North Carolina, North Dakota, Ohio, Oregon, Pennsylvania, South Carolina, Texas, Virginia, Washington, West Virginia, Wisconsin, and Wyoming. Note that not all states participate in each solicitation. The complete list of participating states is found below.

**Solicitations will be opened online on September 16, 2025, at 2:00 p.m. ET. at EducationPlus, 1460 Craig Road, St. Louis, MO 63146.**

**The online opening link is below:**

<https://us06web.zoom.us/j/85896115580?pwd=DOTCZooyJWXAlubz66IBckFnr80xp4.1>

**Meeting ID 858 9611 5580**

**Bid & Contract Timeline:**

July 31, 2025	Release of IFBs/RFP via Bonfire
August 18, 2025	Voluntary Pre-Bid Conference Call
August 29, 2025	Deadline for questions from Respondents
September 16, 2025	Deadline for Submittals and Reading via Bonfire
September 17, 2025	Opening Record posted on the AEPA website, <a href="http://www.aepacoop.org">www.aepacoop.org</a>
December 1-3, 2025	AEPA Approval of Offers
After December 3, 2025	Director of Solicitations submits contracts to AEPA Member Agencies to be forwarded to Vendor Partners for signature.
	Initial contract term–See Term of Contract and Extensions in General Terms & Conditions. Annual contract renewal dates subject to approval by AEPA

**I. General Solicitation Procedures**

**A. Issuing Agency**

The great benefit to the Vendor is that one response may be prepared for approval by AEPA and awarded by multiple AEPA Member Agencies and utilized by their Participating Entities located throughout many states. Solicitations may be issued as an IFB or an RFP depending on the category of goods/services being solicited. Respondents to a solicitation will submit their response in the required formats (PDF, Excel) of all files requested along with current pricing via Bonfire, a free online bidding platform, by the published due date and time. Respondents selected in response to this solicitation have the potential to provide products and services to local education agencies serving over 36,000,000 (excludes non-represented AEPA states) students, with additional local government agencies as permitted by state law.

Each AEPA Member Agency will individually publish notice of the solicitation. Respondents will submit responses online, electronically via Bonfire (<https://aepacoop.bonfirehub.com/>). Instructions on registering for AEPA solicitations on Bonfire can be found on the AEPA website, <https://aepacoop.org/registration-solicitations/>. Responses deemed complete at opening will be evaluated by solicitation category committees comprised of AEPA Member Agencies representatives who have indicated they will participate in the category of products and services

being solicited, and after AEPA approval, individual AEPA Member Agencies may award contracts to the AEPA Approved Vendor Partners or reject their offers.

The procurement activities of AEPA are limited to document preparation, distribution of the solicitation, initial evaluation, and recommendation for possible approval to AEPA Member Agencies. AEPA consists of agency officials who have agreed to assist one another in meeting the public purchasing needs of local school districts and other political subdivisions.

Contracts awarded through cooperative purchasing must meet the procurement laws of the states of each AEPA Member Agency. When these laws are satisfied, an individual entity using these contracts is deemed in compliance with competitive procurement regulations. As allowed by specific state statutes, they can issue purchase orders for any amount without the necessity to prepare their own solicitation. This saves the entity time and allows for economical and efficient purchasing.

**AEPA requires that Respondents only respond if they can offer prices equal to or better than what they ordinarily offer to individual entities or cooperatives with equal or lesser volume.** State laws that permit or encourage cooperative purchasing contracts do so in the belief that it saves the participants both time and money. Time is saved by having access to volume discounted contracts publicly solicited and being able to purchase what is needed without having to wade through the solicitation process (write solicitation, advertise the solicitation, open each response, evaluate, and select). Money is saved in procurement cost and lower prices will be the result of volume purchasing. Therefore, a contract issued by a cooperative can be used by hundreds of separate political units; but if it has the same or higher prices than what a single agency or state contract can get through its own solicitation, a cooperatively solicited contract may not be attractive to these members. **We request that Respondents respond with advantageous pricing and package so that together we can attract members to prefer the cooperatively awarded contract.**

The AEPA policy for membership permits new agencies to become AEPA Member Agencies upon approval of existing members. If additional Agencies are added, they and their members may procure from existing contracts upon approval of the awarded Vendor Partners and in accordance with their state laws.

## B. Questions

All questions from Respondents must be submitted online through Bonfire, AEPA will not accept questions in any other format during the solicitation process. All questions received during the solicitation process will be available via Bonfire. All Respondents will be automatically notified through email when AEPA responds to a question asked by a potential respondent. It is the Respondent's responsibility to check Bonfire for any questions and answers before the deadline. Questions received after the deadline date will not be answered.

Should AEPA issue addenda during the solicitation process, all Respondents will be automatically notified through email of the released addenda. AEPA is not responsible for Respondents not acknowledging the issued addenda and not submitting a response according to those changes.

Questions regarding accessing this solicitation through Bonfire can be directed to the Director of Solicitations at [bid-committee@aepacoop.org](mailto:bid-committee@aepacoop.org).

### C. **Respondent Qualifications**

An essential part of the solicitation process is an evaluation to qualify the company being considered. All solicitations must contain answers, responses, and/or documentation to the information requested in the documents. Any Respondent failing to provide the required information/ documentation may be considered non-responsive, this includes submitting a response not in the proper format.

Respondents must demonstrate their ability, capacity, and available resources to provide the proposed products and services to 90% of the AEPA Member Agencies indicating an interest in participating in the categories being solicited, or at least one Region for solicitations involving a Regional component. The Respondents are required to communicate and demonstrate within their response they have extensive knowledge, background, and at least five (5) years of experience with manufacturing, obtaining, delivering, installing, maintaining, and/or supporting the product lines of products, equipment, services, or software offered. AEPA and/or its Member Agencies reserve the right to accept or reject newly formed companies or companies failing to demonstrate their abilities or capacity solely based on information provided in the solicitation response and/or its own investigation of the company.

### D. **Bid/Proposal Security**

If required as noted at the top of this Part, bids or proposals must be accompanied by a satisfactory security bond. Please note that not all AEPA Bid categories require a security bond.

If a security bond is required, a hard copy of the bid security must be in the possession of AEPA on or before, the exact due date and time. Original copies of the security must be submitted to AEPA c/o EducationPlus, ATTN: Purchasing Dept, 1460 Craig Road, St. Louis, MO 63146 in a sealed envelope with the Solicitation Number, Solicitation Category, and Respondent's name and address clearly indicated on the envelope or box. A copy of the bid security must be submitted via Bonfire. AEPA will not reject a response from a Vendor whose bid bond has not arrived by the due date and time as long as a scanned copy of the bid bond dated prior to the due date is uploaded with their response and the actual bond is in transit. If the designated location for receiving the bid security is closed due to an unforeseen circumstance on the day the security is due (due date), the security will be due at the same time on the next day the building is open.

An acceptable bid/proposal security will have the principal being the Respondent and the Association of Educational Purchasing Agencies listed as the Agency of Record. The Security may be a one-time bond underwritten by a surety company licensed to issue bonds in the state of Nevada and said surety to be approved in federal circular 570 as published by the United States treasury department or the equivalent in cash or an irrevocable letter of credit from a FDIC financial institution. The security bond must remain in force for one hundred twenty (120) days of the solicitation opening.

### E. **Solicitation Submittal**

#### 1. **Preparation of the Response**

- a. The solicitation is published in multiple parts.
  - i. Part A contains the solicitation instructions, and the technical specifications.
  - ii. Part B is the general terms and conditions for all AEPA agencies.
  - iii. Part C includes specific state terms and conditions. This is where you will find information about each AEPA state member and any specific procurement rules of each state.

- iv. Part D is a required Questionnaire found and completed in Bonfire.
  - v. Parts E and F are to be filled out in their entirety and submitted online via Bonfire in their required formats with the Respondent's offer. Some categories may request additional forms. All forms must be uploaded before the published solicitation due date and time of opening.
  - b. All responses must be on the forms provided by AEPA for each solicitation found in Bonfire unless otherwise noted. Respondents will submit all documents, in their required formats, online via Bonfire by the due date and time of the solicitation.
  - c. Forms requiring signatures must be submitted by the person authorized to sign the bid or proposal response. Failure to properly sign the solicitation documents may result in the offer being deemed non-responsive.
  - d. In case of an error in extension of prices in the solicitation, unit prices must govern.
  - e. Periods of time stated as a number of days must be in calendar days, not business days.
  - f. It is the responsibility of all Respondents to examine the entire solicitation package, to seek clarification of any item or requirement that may not be clear, and to check all responses for accuracy before submitting an offer. Negligence in preparing an offer confers no right of withdrawal after due time and date.
  - g. The Respondents' ability to follow the preparation instructions set forth in this solicitation will also be considered as an indicator of the Respondents' ability to follow instructions should they receive an award as a result of this solicitation. Any contract between the AEPA Member Agency and a Respondent requires the delivery of information and data. The quality of organization and writing reflected in the offer will be considered to be an indication of the quality of organization and writing which would be prevalent if a contract was awarded. As a result, the offer will be evaluated as a sample of data submission.
2. **Document Development:** Forms for this solicitation are published in Bonfire, in Excel, and PDF formats. Some forms (questionnaire) may be completed directly in Bonfire. Respondents must scan and upload all documents to Bonfire following the Solicitation Checklist, along with any additional documents or files other than those listed below that may be requested and/or related to the solicitation.
- a. **Part C – Member Agency (State) Terms and Conditions:** Some states require additional documentation and signature forms. Review Part C and submit the required state documents with your offer. Submit all state-specific forms as one (1) form in PDF format.
  - b. **Part D – Questionnaire:** Complete directly in Bonfire. The questionnaire seeks information about the Respondent's pricing structure, service areas, past performance, and commerce processes. The Company Information form provides background information on the Respondent's company.
  - c. **Part E – Signature Forms:** Complete the forms provided. The signature form includes multiple areas where signatures are required. Submit the form as one (1) individual form in PDF format.
  - d. **Part F – Discount & Pricing Workbook:** Complete the Excel workbook provided. Be sure to complete the **REQUIRED** tabs as outlined in Part F.
  - e. **Price Lists and/or Catalogs:** For catalog bids, Respondent's most recent catalog(s) or price lists must be included. If a hard copy is submitted, it should be in pdf format. Links to online pricing are acceptable as long as pricing is included, not just descriptions of product.

### 3. **Solicitation Transmittal**

- a. It is the responsibility of the Respondent to be certain that its submittal has been uploaded in its entirety to Bonfire, on or prior to the exact published due date and time.
- b. Submitted responses will be opened, and the Opening Record will be posted on the AEPA website.

- F. **Solicitation Evaluation, Approval, and Award:** Solicitation responses received will be evaluated in accordance with acceptable standards of cooperative procurement, set forth in and governed by the Procurement Codes of AEPA Member Agency's states; AEPA by-laws, policies, and procedures; AEPA Member Agencies' policies and procedures.

For IFB categories, approval of prospective Vendor Partners and recommendation of contracts will be made to the lowest responsive and responsible Respondent utilizing the criteria listed in this solicitation. As a reminder, AEPA recommends offers to Respondents. Final contract awards are subsequently made by individual AEPA Member Agencies.

1. **Responsive Offer:** A responsive offer reasonably and substantially conforms to all material requirements of the solicitation. Offers must be responsive and approved by AEPA to receive award consideration by AEPA Member Agencies. To be determined responsive, the response must meet all of the requirements below:
  - a. Submitted on time.
  - b. Materially satisfy all mandatory requirements identified throughout the solicitation.
  - c. Must substantially conform to all of the specified requirements in the solicitation in the judgment of AEPA and its AEPA Member Agency representatives.
  - d. Any deviation from the requirements indicated herein must be stated, in writing, and included with the offer submitted. Otherwise, it will be considered that responses are in strict compliance with all requirements, and any successful vendor will be held responsible, therefore.
  - e. Deviations or exceptions stipulated in response may result in the offer being classified as non-responsive. Language to the effect that the Respondent does not consider this solicitation to be part of a contractual obligation will result in that Respondent's offer being disqualified. Terms of the solicitation that any Respondent considers particularly unwarranted, and to which that would have to take significant exception in his/her offer, should be stated clearly and concisely as exceptions and/or deviations.
  - f. In preparing a proposal, the Respondent's inability to follow the proposal preparation instructions set forth in this solicitation and its inability to provide written responses, narratives, requested and support documentation relating to the Respondent's qualifications; abilities; capacity; products; specifications; delivery, installation, setup, maintenance; support services and pricing utilized by AEPA evaluators may result in the Respondent's offer to be deemed non-responsive.
2. **Non-responsive Offer:** Any offer that does not conform to all material requirements of the solicitation including, but not limited to: offers received in a manner other than via Bonfire; offers that do not contain required items and/or provided in the format required, such as proper and/or signed forms, pricing, catalogs, electronic files; offers that do not contain the proper security bond where required; failure to meet the specified qualifications, product

specifications, stipulated documentation or pricing equal to or better than individual entities or cooperatives with equal or lesser volume. AEPA reserves the right to request documents that do not affect pricing, waive minor irregularities, and/or seek clarification following its Board approved procedures. Offers deemed non-responsive will not be considered for approval and award.

3. **Responsible Respondent:** A responsible Respondent is a firm or person with the qualifications, capability, and capacity to perform the contract requirements with integrity and reliability, which will ensure good faith performance. As a part of the process of determining responsible respondents during the evaluation period, the category committee may request reports that describe the financial soundness of your organization. You may be asked to include a third-party report or reports that demonstrate your firm's strength. Accepted financial reports may include balance sheets and Profit & Loss statements for the past three years, a Letter of Credit or Line of Credit from a bank or lending institution indicating the line of credit limit and the average outstanding balance, Dun & Bradstreet reports, a complete Annual Financial Report (for publicly traded companies).

AEPA's approval of a response will make the Respondent available for consideration to the AEPA Member Agencies for contract award. Factors to be considered in determining whether the standard of responsibility has been met may include but are not limited to whether a Vendor Partner has:

- a. Submitted a responsive offer;
- b. The qualifications stipulated in this solicitation, such as adequate financial resources, production or service facilities, personnel, service reputation and experience to make satisfactory delivery of the products, services, or construction;
- c. A demonstrated and documented satisfactory track record of performance in the national marketplace;
- d. A satisfactory record of integrity and a reputation of responding to and meeting educational and local government institutions' needs, adherence of and compliance with federal, state, local and industry standards, rules, regulations, and codes;
- e. Quality and suitability of products and services offered to meet and perform to the specifications, expectations, and requirements identified in this solicitation;
- f. Supplied all necessary information and data in connection with determining whether a Respondent meets the standard of responsibility.

4. **Cost Evaluation:**

- a. Cost and price schedules conform to and provide the information required in this part of the bid or proposal;
- b. Pricing offered that is equal to or better than what they ordinarily offer to individual entities or cooperatives with equal or lesser volume;
- c. Methodology used by AEPA and its AEPA Member Agencies to approve prospective Vendor Partners and award contracts for a Catalog Bid is as follows;
  - i. Lowest responsive, responsible Bidder(s) is/are determined based on the price evaluation criteria; and by a "Core List" and/or by creating a "Market Basket Study" to compare overall pricing between Respondents. A "Market Basket" is a list of items typically purchased by AEPA Member Agencies and their Participating Entities that represent a cross-section of the types of those items purchased. The selection and quantity of line items evaluated will be at the sole

discretion of the AEPA evaluators. Based on the cost evaluation, a recommendation will be made to approve a single Bidder or make a multiple Bidder award. The evaluation committee may consider such factors as life-cycle costs, total cost of ownership, quality, and the suitability of an offering in meeting AEPA members' needs.

## **G. Contract Award and Implementation**

An AEPA category committee will perform an initial response review and evaluation and will prepare and make a recommendation to AEPA for its consideration and approval. Those selected Respondents who are approved by AEPA will then be considered by the individual AEPA Member Agencies for contract award. It should be noted that once AEPA has approved the response, a Respondent becomes a "Vendor Partner" for AEPA.

All respondents will be notified of the outcome of the solicitation. Vendors recommended for award by AEPA states will be posted on the AEPA website.

Once approved by the AEPA Board, each Member Agency will be provided with a copy of Part E Signature Forms (contract) to complete and send to the Vendor Partner. Each AEPA Member Agency will review, evaluate, and determine which Vendor Partner, if any, it will award contracts to.

If necessary, the approved Vendor Partner and the AEPA Member Agency will hold final contract negotiations, if allowed by state law, prior to the Member Agency submitting the contract to the Vendor Partner, to work out state-specific details of contract implementation including:

1. Acquiring additional information and having discussions on how the awarded contract will be executed.
2. Signing the contract with the AEPA Member Agency.
3. Jointly develop marketing strategies and a plan for contract roll-out activities to the AEPA Member Agency's Participating Entities (Advertising, flyers, website access, etc.).
4. Establish how orders will be processed, handled, and reported.
5. Contract management: Establish how and by whom the day-to-day contract management will be handled and who will be the AEPA Member Agency's representative.

It is not guaranteed that each AEPA Member Agency will enter into a contract with AEPA approved Vendor Partners. The final decision as to the appropriateness of a contract for a Member Agency rests solely with that AEPA Member Agency.

## **II. Responsibilities of a Vendor Partner**

A. As an approved AEPA Vendor Partner, the following is expected in support of the contract:

1. Designate and assign a dedicated senior-level contract manager (one authorized to make decisions) to each of the Member Agency accounts. This employee will have a complete copy and must have a working knowledge of the contract.
2. Train and educate sales staff on what the AEPA cooperative contract promised, including pricing, who can order from the contract (by state), terms/conditions of the contract, and the respective ordering procedures for each state. It is expected that Vendor Partners will lead with AEPA contracts.
3. Develop a marketing plan to support the AEPA contract in collaboration with respective AEPA Member Agencies. The plan should include, but not be limited to, a website presence, electronic mailings, sales flyers, brochures, mailings, catalogs, etc.

4. Create an AEPA-specific sell sheet with a space to add a Member Agency logo and contact information for use by the Member Agencies and the Vendor Partner's local sales representatives to market within each state.
5. Quarterly, complete the sales and administrative fee report (see PDF example included along with other solicitation documents in Bonfire) and submit them to each Member Agency along with the respective administrative fees to be paid. If there are no sales, a \$0 report is required.
6. Report sales and administrative fees to AEPA, by participating state, if requested by AEPA.
7. Have ongoing communication with the Category Committee Chairperson, AEPA Member Agencies, and the Member Agencies Participating Entities.
8. Annually attend two (2) AEPA meetings: Annual meeting which is typically in April or May and the Winter Meeting which is typically the week after Thanksgiving. At the Annual Meeting, Vendor Partners participate in engagement activities with AEPA Member Agencies. Vendor Partners that have paid the registration fees can participate in the meetings.
9. Trade show support: Strongly encourage participation in national and local conference trade shows to promote the AEPA contracts such as, but not limited to, the Association of School Business Officials (ASBO), the National Institute of Governmental Purchasing (NIGP), and the National Association of Educational Procurement (NAEP).
10. Increasing sales over the term of the contract with all participating AEPA Member Agencies.

### **III. Responsibilities of AEPA Member Agencies**

- A. In support of the Vendor Partner and respective contract, each AEPA Member Agency should provide the following support:
  1. Designate a staff member(s) that will serve as a point person for the AEPA program within that state.
  2. Provide a staff member to work collaboratively with the Vendor Partner to determine the best marketing plan for the respective Member Agency state. Marketing efforts may include but not be limited to the education and use of sales force, a website presence, electronic mailings, brochures, mailings, etc.
  3. Develop marketing materials for the Member Agency to use that would include representation of the awarded contracts. Materials may include, but not be limited to, a website presence, electronic mailings, sales flyers, brochures, mailings, catalogs, etc. as determined by the respective Member Agency and what works best within their state.
  4. Assist the Vendor Partner to jointly market the contract to potential Participating Entities within the state.
  5. Work with the Vendor Partner to identify eligible Participating Entities within the state possibly including providing a list of potential customers.
  6. Work with the Vendor Partner to identify and help manage costs associated with fulfilling this contract.
  7. Attendance at the two (2) AEPA meetings which provides for an opportunity to interact with Vendor Partners.

## IV. Category Specifications

### Scope of Bid

AEPA is seeking qualified, experienced contractor(s) who possess the necessary resources and capabilities to acquire, deliver and perform the required supplies, materials equipment and labor to all participating member states (up to 31) in the category of EMS Supplies and Equipment.

- a. Respond to requests from a number of different types of educational, governmental and public institutions seeking EMS Supplies and Equipment.
- b. These parts and supplies will include but are not limited to: General EMS Supplies/Equipment, Specialty Equipment, Disposable Products, Emergency Medical Software, and Medical Alert Systems.
- c. Types of services may include, but are not limited to, Instructional Training and Recertification Programs, Equipment Repair and Calibration, EMS Clothing and Equipment Printing/Embossing, Organizational and Operations Consulting, and Replacement and Replenish Services.

All products offered must be considered new, unused, of the latest design and technology and from the most current and popular product lines available.

AEPA and Member Agencies prefer a single vendor with a comprehensive array of products. However, because of the unique nature of EMS Supplies and Equipment products, Member Agencies may consider multiple awards, if the lowest, best-value bids come from Bidders whose business concentrates on a subset of EMS Supplies and Equipment.

### 1. Type of Bid

AEPA requests Bidders to submit primary pricing in the form of either “catalog pricing,” or “line-item pricing.” This category is constructed in the form checked below. An explanation of each can be found in the table below. Additional information on permissible pricing strategies can be found in Part B – General Terms and Conditions under “Pricing.”

#### This bid is considered a:

YES	NO	TYPE OF BID
X		<b>CATALOG:</b> A catalog bid is utilized when the products and/or services solicited are clearly identified with set and specific characteristics, attributes and configurations that are identifiable as a stand-alone single unit and can be listed and priced as a single unit with options that can be added to enhance and/or improve its operation and functionality. The Bidder offers a fixed discount(s) off retail price or prices in a Commercially Available Catalog. The discounts may be for the entire Commercially Available Catalog, for specific products, product lines, manufacturers or category of products as determined by the Bidder. See Pricing section for detailed information on Catalog Pricing.
		<b>LINE ITEM/CONSTRUCTION:</b> A construction/installation line item bid is utilized when the products and services solicited cannot be identified or listed as a single unit; consists of a number of different variables and configurations, it is necessary to identify the specific project or application; the end product or solution is made of individually priced elements or components and the end product's or solution's cost is derived by the Vendor Partner specially prepared and providing a quote based on the project's terms, conditions and requirements. See Pricing section for detailed information on Line-Item

**2. Anticipated AEPA Member Agency Participation**

State	Participate?	Other States Member Sells In
Arkansas	Yes	
California	Yes	AZ, NV
Colorado	Yes	
Connecticut	Yes	ME, NH, NY, RI, VT
Florida	Yes	AL
Georgia	Yes	
Illinois	Yes	
Indiana	Yes	
Iowa	Yes	SD
Kansas	Yes	OK
Kentucky	Yes	AL, LA, MS, NC, TN
Massachusetts	No	
Michigan	Yes	
Minnesota	Yes	SD
Missouri	Yes	AR, LA, SD
Montana	Yes	ID
Nebraska	Yes	
New Jersey	Yes	
New Mexico	Yes	
North Carolina	Yes	
North Dakota	Yes	SD
Ohio	Yes	
Oregon	Yes	
Pennsylvania	Yes	DE, HI, MD, NY
South Carolina	Yes	NC
Texas	Yes	
Virginia	No	
Washington	Yes	AK, ID
West Virginia	Yes	
Wisconsin	Yes	
Wyoming	Yes	SD,UT

Please note that individual AEPA Member Agencies that have indicated that they intend to participate in any contract approved under this solicitation, does not guarantee or mean that the individual AEPA Member Agency will enter into a contract with any AEPA approved Vendor Partner. Each AEPA Member Agency will make that determination after reviewing Vendor Partner responses and AEPA’s recommendation for acceptance and bid award. The AEPA Member Agency’s contracting decision shall be final.

**Anticipated Volume** [EMS Supplies and Equipment] is a new category for AEPA. The resulting bid will be an Indefinite Delivery, Indefinite Quantity (IDIQ) contract(s). AEPA Member Agencies estimate approximately one million dollars (\$1,000,000) in sales in the first contract term. AEPA Member Agencies anticipate that purchase volumes will increase over the course of contract years two (2) through four (4). This information is provided as an aid to Bidders in preparing responses only. It is not to be considered a guarantee of volume. The successful Vendor Partner’s discount and pricing schedule shall apply regardless of the volume of business under the contract.

3. **Voluntary Pre-Bid Conference Call** AEPA will host a voluntary pre-bid conference call for any interested Bidders or potential Bidders. First, there will be a call that will include general information about AEPA and an opportunity for Bidders or potential bidders to ask questions. There will then be separate calls, one for each category in the solicitation cycle, in which the focus will be on the individual AEPA categories being bid in this cycle. The conference call times are set in the following schedule for each of the four contiguous United States time zones. No pre-registration will be required. Recording of the conference call will be posted on the AEPA Website.

Voluntary Pre-Solicitation Conference Call Schedule (All Categories)

**August 18, 2025**

Solicitations	Eastern	Central	Mountain	Pacific
AEPA 026 Voluntary Pre-Bid Conference Call - All Categories	11:00 AM	10:00 AM	9:00 AM	8:00 AM
Furniture Category	12:30 PM	11:30 AM	10:30 AM	9:30 AM
Health & Wellness Category	1:00 PM	12:00 PM	11: AM	10:00 AM
LED Lighting Category	1:30 PM	12:30 PM	11:30 AM	10:30 AM
Technology Catalog Category	2:00 PM	1:00 PM	12:00 PM	11:00 AM
Student Transportation Category	2:30 PM	1:30 PM	12:30 PM	11:30 AM
Emergency Response Supplies & Equipment Category	3:00 PM	2:00 PM	1:00 PM	12:00 PM
HVAC Equipment and Installation Category	3:30 PM	2:30 PM	1:30 PM	12:30 PM

**Conference Call Number/Online Connection:**

<https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1>

**Meeting ID:** 812 3312 0395

**Passcode:** 585895

**Dial In Information:** +1 564 217 2000 US

**Meeting ID:** 812 3312 0395

**Passcode:** 585895

4. **Abbreviations and Acronyms for Standards and Regulations:** Where abbreviations and acronyms are used in specifications or other contract documents, they shall mean the recognized name of the organizations responsible for the standards and regulations in the EMS industry.

## 5. General Specifications

Item	Description
6.1.1	The Vendor Partner will have access to a full inventory of the awarded product line.
6.1.2	<p>The Vendor Partner shall maintain a minimum monthly overall average fill rate of 95% or above. Items that are reordered, backordered, or partially filled are not considered filled items when calculating this service level.</p> <p>The Vendor Partner will maintain a minimum monthly overall average fill rate of 95% or above for non-custom items. Exceptions will be approved with notification of supply disruptions.</p>
6.1.3	Orders must be shipped within 48 hours after receipt of an order 90% of the time. The Vendor Partner will notify the Buyer if product ordered cannot be shipped within this time period to provide the opportunity to secure product elsewhere.
6.1.4	All charges and components necessary for the performance of the contract shall be clearly identified even if such are not specifically addressed in any paragraph or sub-paragraph or form that is a part of this request.
6.1.5	If the Vendor Partner intends to utilize independent agents/distributors, subcontractors and/or third-party agents to perform and/or provide any part of the products and services offered herein, the Vendor Partner must identify all providers and any and all associated costs with these providers. A request form will be available for adding additional independent agents/distributors, subcontractors and/or third-party agents after the solicitation due date, and throughout the term of the contract. The Vendor Partner will submit the completed form to the Category Chair for consideration and determination.
6.1.6	Optional services must be identified separately and must include clear descriptions of proposed services.
6.1.7	Vendor partners will be required to provide their complete product offerings in an electronic catalog format .
6.1.8	Packing slips shall accompany all deliveries and shall contain Buyer's purchase order number, vendor name and name of article. Cartons shall be identified by purchase order number and vendor name.
6.1.9	Orders not filled and partials shall be indicated on the packing list. Vendor Partner shall inform member of anticipated availability date for unfilled and partial orders.
6.1.10	All products sold by the Vendor Partner must be new. Only the newest versions of software and equipment will be bid. Older versions will only be sold, if specifically requested. Vendor Partner may offer reconditioned products as a Voluntary Alternate; such items shall be marketed and labeled as being reconditioned.
6.1.11	Products that have a money back guarantee will be clearly identified in the catalog and on the web site (if applicable).
6.1.12	Vendor Partner has the option to offer private label products. Vendor Partner shall maintain the same manufacturer specifications for private label products throughout the term of contract. Any change of manufacturers for a private label shall result in offerings equal to or superior to the originally approved manufacturer at a price equal to or lower than the original offering.
6.1.13	If the Vendor Partner makes an error in pricing (typographical or photographic error, for example), the Buyer reserves the right to return the product. The Vendor Partner agrees to pay for the cost of any returned product due to a pricing error.
6.1.14	Vendor Partner shall provide a Safety Data Sheet (SDS) for all items sold, if required. A separate sheet shall be provided for each individual item when purchase is made.

## 6. Product | Category Specific

Item	Description
7.1.1	Products shall meet or exceed all appropriate established codes and standards regarding durability, performance, and life safety including warning labels, safety devices, guards, etc., required to meet fire codes and safety standards recognized and established by state agencies, federal agencies, industry, councils or organizations.
7.1.2	All products, supplies, parts, and related accessories must be new, and not have been previously used, and must be current and actively marketed products by the manufacturer's authorized dealers. The above must conform to manufacturer specifications and shall be of new manufacture and in current standard production.
7.1.3	Notify AEPA and its participating agencies immediately of any equipment or product recalls. The vendor will issue a credit or comparable substitute for any delivered, recalled product at the participating agencies' discretion. All costs associated with voluntary and involuntary equipment and product recalls shall be borne by the vendor
7.1.4	All deliveries must occur during normal hours of operation on weekdays, unless at the convenience of the participating agency and through mutual agreement with the Respondent.
7.1.5	Respondents will be expected to process and ship orders to various destinations. Each order shall be delivered based upon the needs of the participating agency. Delivery shall be made in accordance with the instructions from each participating agency.
7.1.6	Participating agencies shall be relieved from risks or loss or damage to all equipment purchased or leased during shipment prior to equipment receipt and/or installation at the agencies' designated location. Participating agencies will be responsible for risks of loss or damage to the equipment once it has been delivered/installed and accepted by the agencies' representative. Respondents shall demonstrate they have informed the customers of this responsibility prior to order placement. The Respondent will pay return shipping and give full credit on any defective product within 30 business days. All products must be 100% guaranteed.
7.1.7	Invoice all items directly to participating agencies.

### Sub-Categories

Item	Description
	*All items listed below these sub-categories are provided as examples only.* These subcategories include but are not limited to these specific items.
7.2.1	Airway Maintenance *BVM, Resuscitation Masks*
7.2.2	Bandages and First Aid *Stretch Gause, Trama Dressings, Adhesive Bandages, Tourniquets*
7.2.3	Diagnostic Equipment *BP Cuffs, Stethoscopes, Defibrillators, Oscopes, Diabetic Testing*
7.2.4	Disaster Relief and MCI *Triage tags, Body Bags*
7.2.5	First Aid and Trama Kits *Rucksacks, Fanny Packs, Trama Kits*
7.2.6	EMS and First Aid Supplies *Forceps, NIO Intraosseous Devices, Flashlight*
7.2.7	Immobilization and Extrication *Cardiac Boards, Spineboards, Speedboards, Scoop Stretchers*
7.2.8	Infection Control and Hygiene *Antiseptics, Biohazards Supplies/Bags*
7.2.9	Medical Bags and Kits *Omni Pro BLS/ALS, Total Bag/Side Bag,First-In Bags, Trama Backpacks*
7.2.10	Medical Education and Training *Patient Skills Trainers, Anatomical Organ Models, Simulators*

Item	Description
7.2.11	Oxygen and Resuscitation *Ambu Resuscitators, Regulators, Tubing, Masks*
7.2.12	Patient Transport Equipment *Quickclitters, Spineboards, Scoop Stretchers, Stair Chairs*
7.2.13	Pharmaceuticals *OTC Common products only*
7.2.14	Personal Protective Equipment (PPE) *Turnouts, Uniforms, Helmets, Gloves, Masks, Goggles*

## 8. Shipping and/or Freight

Item	Description
8.1.1	Delivery terms - All products shall be shipped FOB Destination, Freight Prepaid and Allowed, unless otherwise specified.
8.1.2	Delivery time frames - Orders must be shipped within 2 business days after receipt of an order 90% of the time. The Vendor Partner will notify the Buyer if product ordered cannot be shipped within this time period to provide the opportunity to secure product elsewhere. Lead times for backordered or made-to-order items must be clearly stated at time of order. Expedited shipping options must be available upon customer request at an additional cost.
8.1.3	Packaging and Handling. All items shall be properly packaged to prevent damage in transit. Vendor partner is responsible for any damage incurred during shipping. Palletized shipments must be delivered on standard-sized pallets, unless otherwise agreed.
8.1.4	Freight Charges. Pricing shall be inclusive of all standard shipping and handling charges to any location within the continental U.S. Additional delivery fees (e.g., liftgate service, inside delivery) must be clearly communicated and agreed upon in advance.
8.1.5	Damaged or Incorrect Shipments. Vendor partner shall provide return shipping and full replacement at no cost to the customer for damaged items, incorrect items, and defective products under warranty.
8.1.6	Backorders. Vendor partner shall notify the customer within 24 hours of order placement if an item is backordered. Estimated restock date must be provided. Customers must be given the option to cancel or substitute items when backorders occur.

## 9. Pricing


**AEPA has identified and stipulated the type of bid and the pricing methodologies that are to be utilized to price and submit bid prices. The Vendor Partner agrees that the cost for any item bid or offered on this contract will be uniform for all states, and that any differences in pricing are due to state specific installation and labor costs, AEPA Member Agency's Administrative Fee, or other approved reasons. The Bidder must provide their pricing as requested utilizing the various pricing methodologies specified. The Bidder/Vendor Partner must agree that they will offer prices equal to or better than what they ordinarily offer to individual entities or cooperatives with equal or lesser volume. Please note the following that relate to pricing:**

1. **Primary Pricing Strategies:** All Bidders will be required to submit "Primary Pricing" in the form of either "Catalog Pricing" or "Line-Item Pricing." Bidders are also encouraged to offer OPTIONAL pricing strategies including "Hot List" and "Volume Discounts".
  - a. **Catalog Pricing:** Catalog pricing is utilized when the products and/or services solicited are clearly identified with set and specific characteristics, attributes and configurations that are identifiable as a stand-alone single unit and can be listed and priced as a single unit with options that can be added to enhance and/or improve its operation and

functionality. The Bidder offers a fixed discount(s) off retail price, catalog price, published price or list price. The discounts may be for the entire commercially available catalog, for specific products, product lines, manufacturers or category of products as determined by the Bidder.

- i. **Discounts:** Discount offers must clearly identify percent of discount to apply to a commercially available catalog, manufacturer, MSRP, retail or nationally published price lists. Bidders shall identify and stipulate if the discounts apply to the entire catalog/price list, specific product lines, manufacturers and/or categories of products. Bidder shall agree that there will be no reduction in discount(s) during the term of the contract. Discounts should be identified as a single minimum discount percentage for each line; ranges of discounts, or discount averages, will not be allowed on a single line.
- ii. **New Catalogs/Price Changes:** New catalogs and corresponding nationally published price lists may be submitted throughout the term of the contract and shall be submitted to the AEPA Category Committee for review prior to release to all AEPA Member Agencies. Prices may change based on manufacturer's price changes, new published pricing or price lists, but the original discount bid shall remain firm for the duration of the contract.
- iii. **Core List:** In a Catalog Priced bid, a category (e.g.-office supplies) may include a "core list" which contains a selection of the most commonly used products/services with the expectation that a deeper discount would be bid for these items. If a new catalog and price list are published during the contract term, the original discounts shall be applied to the new published prices to establish the AEPA price for these core items.
- iv. **Product Addition/Discontinuation:** New products, within the same scope of work, may be added at the established percentage discounts at any time. Discontinued products may be dropped at any time during the year. In the event a Core item is discontinued by the manufacturer during the term of the contract, Vendor Partner is required to add a functionally equivalent substitute at the same discount structure.

New products or manufacturers added after the award may only be included if they fall within an established percentage discount category of the original bid submission. Alternatively, for new products or manufacturers not included in the original bid submission, the bidder must stipulate a minimum catalog discount on Tab F.1 of the Part F Pricing Workbook, that would apply to new products or manufacturers. Bidder may stipulate discounts off specific brands or lines of goods, or state a minimum discount that would apply universally to any additions made after the original bid submission (see Sample below). Products that do not align with either of these existing discount structures cannot be added.

 Association of Educational PURCHASING AGENCIES		Part F.1 – Catalog Discount for Items in a Commercially Available Catalog	
		AEPA #XXX-X Widget Equipment and Supplies	
Bidding Company Name:		Acme Widget Company	
Name of Catalog:		Special Widgets	
Note: Groupings to be defined by Bidder and can be by sub-category, manufacturer, etc.			
Part F.1 is a <b>SAMPLE FORM</b>			
No.	Grouping of Discount	Discount Offered	Comments
1	Blue Special Widgets	15%	
2	Green Special Widgets	14%	
3	Red Special Widgets	16%	
4	Any new products or manufacturers added after initial bid	5%	This is a minimum discount. Actual discounts at the time products or manufacturers are added may be at a higher discount percentage.
5			

**2. Secondary Pricing Methods (Catalog Bids only)** Bidders are required to offer Customized Price Lists (Catalog Bids ONLY) and encouraged to offer Hot Lists and Volume Discounts as follows:

- a. **Customized Price List:** Bidders are required to offer customized price lists to Participating Entities for items within the Bidder’s Commercially Available Catalog for Catalog Bids ONLY (not pertinent to Line-Item Bids). Customized price lists shall be allowed under the following conditions:
  - i. Items within the Vendor Partner’s Commercially Available Catalog may be included on the customized price list providing they are not already on the Core Item list.
  - ii. Items are to be determined by the Participating Entity; Vendor Partner may object to up to ten (10) of the suggested items proposed by the customer and must offer substitutes until an agreement of the customized list is reached.
  - iii. Items on the customized price list shall be sold with an additional discount (deeper than what was originally bid on the non-core or catalog discount)
  - iv. Items may not include special order or customized service products unless agreed to by the Vendor Partner.
- b. **Hot List Pricing:** Bidders are invited, at their option, to offer a selection of products/services, defined as a Hot List, at greater discounts than those listed in the standard catalog or core list discounts. Special, time-limited reductions are permissible under the following conditions: The price reduction is available to all AEPA Member Agencies equally. The price reduction is for a specific time period, no less than thirty (30) days. May be used to discount and liquidate close-out and discontinued products/services as long as those items are clearly labeled as such. The original price for products/services may not be exceeded after the time limit. The AEPA Category Committee and all AEPA Member Agencies shall be notified of any special or time limited price reduction. New prices must be on record fifteen (15) days prior to any offer of the new prices being proposed or offered to AEPA Member Agencies and Participating Entities. Pricing for all Hot List items must be updated on the Vendor Partner’s online catalog and submitted to all AEPA Member Agencies in an electronic format that can be posted to websites, emailed and shared with Participating Entities/Buyers.

- c. **Volume Price Discounts:** Bidders are encouraged to offer additional pricing discounts that may be offered for a group of agencies in a local geographic area that desire to combine requirements (one time purchase, or annual spend), e.g.- local city, county, school district(s), etc. and/or for large one- t i m e purchases. Additional volume price discounts are permissible under the following conditions: Discounts should be tiered and based on spend ranges as established by the Bidder on the Pricing Forms. Volume determination shall be determined between the Vendor Partner and the individual Buyers on a case-by-case basis. All additional discounts are to be offered equally to all AEPA Member Agencies and Participating Entities and be based on the Volume Price Discounts originally bid providing the same or similar volume commitment, specific needs, terms and conditions, a similar time frame, seasonal considerations and provided the same manufacturer support is available to the Vendor Partner.

### **3. Part F - Pricing Workbook**

- a. Pricing shall be completed on the provided pricing sheets (Microsoft Excel Workbook) with the individual tables to be completed as follows:
  - i. F.1 – Catalog Discounts (Required)
  - ii. F.2 - Price Schedule (Required)
  - iii. F.3 – Services Price Schedule (Optional)
  - iv. F.4 – Volume Discounts (Optional)
- b. Pricing evaluation may include considerations, other than product cost, including the total cost of the acquisition and whether the Proposer’s offering represents the best value. See Evaluation, Approval and Award in Part B – AEPA Terms and Conditions for additional information.
- c. Bidders are instructed to include warranty information and incidental charges and fees on Table F.3 of the Part F Pricing Workbook or on additional sheets in the Excel pricing document. Bidders may not charge incidental charges or fees unless such incidental charges and fees are included in the bid. Responses such as “negotiable” or “to be determined” are not acceptable and will be treated as if Bidder did not include such incidental charges or fees in their bid.

## **10. Evaluation**

The AEPA Committee for this category will evaluate bid responses based on the entire response, and according to the criteria detailed in Part B for AEPA’s definition of Responsive and Responsible bids.

As a part of the process of determining responsible respondents, the category committee may request reports that describe the financial soundness of your organization. You may be asked to include a third-party report or reports that demonstrate your firm’s strength. Accepted financial reports may include balance sheets and Profit & Loss statements for the past three years, a Letter of Credit or Line of Credit from a bank or lending institution indicating the line of credit limit and the average outstanding balance, Dun & Bradstreet reports, a complete Annual Financial Report (for publicly traded companies).

A recommendation may be made to recommend a single response, or to recommend multiple bidders based on differentiation of product or service between bidders. AEPA will vote as a whole to accept or not accept a committee’s recommendation. Once accepted, each recommended bid response will go to the individual states for contract approval. Please note, pricing evaluation may include other considerations, including the total cost of the acquisition and whether the

Proposer's offering represents the best value. The evaluation committee may consider such factors as life-cycle costs, total cost of ownership, quality, and the suitability of an offering in meeting AEPA members' needs.

Below is a summary taken from the Evaluation section in Part A, F. Bid Evaluation, Approval and Award:

<b>Evaluation Criteria</b>
Cost Evaluation
Complete Response to Bid
Conformance to Bid Terms and Conditions
Pricing Equal to or Better Than That Offered to Individual Entities or Cooperatives with Equal or Lesser Volume
Quality and Suitability of Products Offered
Marketing Plan
Financial Viability
Demonstrated Track Record of Performance in the Public Marketplace
Value Added Attributes

END OF AEPA IFB #026-F PART A INSTRUCTIONS & SPECIFICATIONS

## PART B - AEPA General Terms and Conditions

### Table of Contents

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**I. About AEPA**

Welcome to this [Association of Educational Purchasing Agencies \(AEPA\)](#) solicitation. AEPA is a unique school procurement consortium established in 2000 and incorporated in 2007 under the state laws of Nevada. We are a consortium of non-profit public agencies representing thirty-one (31) states. We joined to issue simultaneous Invitations for Bids (IFB), or Request for Proposals (RFP), generating sales for vendor partners in all fifty (50) states. AEPA’s mission is to cooperatively serve our members through a continuous effort to explore and solve present and future purchasing needs. Our goal is to secure multi-state volume purchasing contracts with benefits for our public members that are measurable, cost-effective, and exceed members’ expectations for customer service and value. AEPA is committed to accomplishing this mission lawfully and ethically, using leading-edge technology and contemporary business practices.

The advantage for vendors to work with AEPA is that you respond to one bid or proposal that is legally performed across as many as 31 states, which have the potential to sell nationwide. You are working with up to 31 agencies with a long and trusted history with their public membership. Through our partnerships, AEPA vendors have access to thousands of public agencies across the country. We are a billion-plus-dollar procurement group through our current awarded vendors and are growing.

AEPA designates one Member Agency per state that is operating legally under the rules and regulations of that state. Any additional agencies that wish to participate will negotiate with the authorized Member Agency and participate through them in a way they mutually agree is not in conflict with AEPA procedures. The Member Agency will be the only agency allowed to represent that state at AEPA and will be the only communication link between AEPA and that state.

Each Member Agency, along with the awarded Vendor Partner, represents, supports, and promotes AEPA contracts within their respective state. While the consortium was initially created to support educational entities, the Member Agency for each state determines which public entities (higher educational institutions, cities, counties, townships, states, etc.) can utilize the competitively solicited contracts. Participating entities may include Public and Private School Districts, Educational Service Agencies, Intermediate School Districts, Higher Education Institutions, Federal Agencies, State Agencies, Local Public Bodies, and Nonprofit Non-Public Corporations, Organizations, other entities contracted to conduct business on behalf of a participating entity provided they are required to follow member state and local procurement regulations, etc. that have authorizations to utilize AEPA Member Agencies’ Awarded Contracts.

AEPA has an elected President, Vice President, Secretary, and Treasurer. Operations are overseen by the Executive Director. Solicitations are overseen by the Director of Solicitations. The AEPA Board representing member states meets twice per year and operates otherwise through a sophisticated committee structure.

## AEPA Member Agency Information

State	Member Agency Name	Contact	Email	Students
Arkansas	Southwest Arkansas Education Cooperative	Phoebe Bailey	<a href="mailto:phoebe.bailey@swaec.org">phoebe.bailey@swaec.org</a>	474,337
California	Monterey County Office of Education d/b/a CalSAVE	Ted Witt	<a href="mailto:tedwitt@epylon.com">tedwitt@epylon.com</a>	5800000
Colorado	Colorado BOCES Association	Bridget Thorn	<a href="mailto:coopdir@coloradoboces.org">coopdir@coloradoboces.org</a>	881,000
Connecticut	Capitol Region Education Council (CREC)	Cara Hart	<a href="mailto:chart@crec.org">chart@crec.org</a>	513,000
Florida	Panhandle Area Education Consortium	Tori Vuick	<a href="mailto:tori.vuick@paec.org">tori.vuick@paec.org</a>	2,700,000
Georgia	Cooperative Purchasing Agency	Kevin Benson/Elizabeth Dorman	<a href="mailto:aepa@cpa4schools.com">aepa@cpa4schools.com</a> / <a href="mailto:edorman@cpa4schools.com">edorman@cpa4schools.com</a>	1,600,000
Indiana	Wilson Education Service Center	Brent Minton	<a href="mailto:bminton@wesc.k12.in.us">bminton@wesc.k12.in.us</a>	1,030,000
Illinois	Illinois Learning Technology Purchase Program	Hope Hardin-Borbely	<a href="mailto:hardinborbely@iltpp.org">hardinborbely@iltpp.org</a>	1,925,415
Iowa	AEA Purchasing	Tracie Marshall	<a href="mailto:tmarshall@aeapurchasing.org">tmarshall@aeapurchasing.org</a>	520,000
Kansas	The Purchasing Cooperative at Greenbush	Tina Smith	<a href="mailto:tina.smith@greenbush.org">tina.smith@greenbush.org</a>	478,858
Kentucky	Green River Regional Educational Cooperative	Amanda Turner / Scott Howard	<a href="mailto:amanda.turner@grrec.org">amanda.turner@grrec.org</a> / <a href="mailto:scott.howard@grrec.org">scott.howard@grrec.org</a>	675,000
Massachusetts	The Education Cooperative	Tricia McKim	<a href="mailto:pmckim@tec-coop.org">pmckim@tec-coop.org</a>	914,959
Michigan	Oakland Schools	Anna Marie Hollander	<a href="mailto:AnnaMarie.Hollander@oakland.k12.mi.us">AnnaMarie.Hollander@oakland.k12.mi.us</a>	1,550,802
Minnesota	Cooperative Purchasing Connection	Melissa Mattson	<a href="mailto:mmattson@lsc.org">mmattson@lsc.org</a>	944,736
Missouri	EducationPlus	Mike Havener	<a href="mailto:mhavener@edplus.org">mhavener@edplus.org</a>	880,000
Montana	Montana Cooperative Service	Dave Puyear	<a href="mailto:dpuyear@mrea-mt.org">dpuyear@mrea-mt.org</a>	144,129
Nebraska	ESU Coordinating Council (ESUCC)	Craig Peterson	<a href="mailto:craig.peterson@esucc.org">craig.peterson@esucc.org</a>	328,649
New Jersey	Educational Services Commission of New Jersey	Timothy Havlush	<a href="mailto:thavlush@escnj.us">thavlush@escnj.us</a>	1,369,000
New Mexico	Cooperative Educational Services	Robin Strauser	<a href="mailto:robin@ces.org">robin@ces.org</a>	338,307
North Carolina	Carolinas Alliance 4 Innovation (CA4I)	Fred Payne	<a href="mailto:fred.payne@ca4i.org">fred.payne@ca4i.org</a>	1,500,000
North Dakota	North Dakota Educators Service Cooperative	Jane Eastes	<a href="mailto:jeastes@lsc.org">jeastes@lsc.org</a>	118,878
Ohio	Ohio Council of Educational Purchasing Consortia	Tamra Hurst	<a href="mailto:tamra.hurst@apps.sparcc.org">tamra.hurst@apps.sparcc.org</a>	1,920,103
Oregon	Intermountain ESD	Rob Naughton	<a href="mailto:rob.naughton@imesd.k12.or.us">rob.naughton@imesd.k12.or.us</a>	570,857
Pennsylvania	Central Susquehanna Intermediate Unit d/b/a Keystone Purchasing Network	Mark Carollo	<a href="mailto:mcarollo@csiu.org">mcarollo@csiu.org</a>	1,700,000
South Carolina	Carolinas Alliance 4 Innovation (CA4I) dba Carolina Buy	Nita Werner	<a href="mailto:nwerner@carolinabuy.com">nwerner@carolinabuy.com</a>	787,000
Texas	Region 16 Education Service Center d/b/a TexBuy	Andrew Pickens	<a href="mailto:andrew.pickens@esc16.net">andrew.pickens@esc16.net</a>	5,232,065
Virginia	Fairfax County Public Schools	Laila Sultan	<a href="mailto:lsultan@fcps.edu">lsultan@fcps.edu</a>	1,297,000
Washington	King County Directors' Association	Bart Powelson	<a href="mailto:bpowelson@kcda.org">bpowelson@kcda.org</a>	1,071,082
West Virginia	Mountain State Educational Services Cooperative	Jan Hanlon / Kevin Hess	<a href="mailto:jhanlon@k12.wv.us">jhanlon@k12.wv.us</a> / <a href="mailto:kbhess@k12.wv.us">kbhess@k12.wv.us</a>	245,000
Wisconsin	Cooperative Educational Service Agency (CESA Purchasing) #2	Meghan Cropp	<a href="mailto:meghan.cropp@cesapurchasing.org">meghan.cropp@cesapurchasing.org</a>	854,000
Wyoming	Northeast Wyoming Board of Cooperative Educational Services (NEW BOCES)	Noamie Niemitalo / Benny Leonard	<a href="mailto:nniemitalo@newboces.com">nniemitalo@newboces.com</a> / <a href="mailto:bleonard@newboces.org">bleonard@newboces.org</a>	93,000

## II. General Terms and Conditions for All Agencies

*For the purposes of this Solicitation, the following terms must be defined as indicated below, and constitute the general terms and conditions for all AEPA Member Agencies:*

**Administrative Fee:** The percentage of sales that each Vendor Partner pays the Member Agency for sales in their respective state or states that they extend AEPA pricing to. Administrative Fees must be paid to each Member Agency quarterly. Administrative fees may not exceed 2% based on volume sold net of shipping, sales and government fees.

**Advertising:** Vendor Partner must not advertise or publish information concerning this contract prior to the award being announced by AEPA Member Agencies. Once the award is made, the Vendor Partner may advertise to the individual Participating Entities that products/services are available. Vendor Partner must submit ad copy to the AEPA Member Agency for review and approval prior to issuing the advertisement.

**AEPA Bi-Annual Meetings:** AEPA holds two general meetings each year: one in the Spring (usually in April or May) and the other in the Winter (usually in November or December). AEPA requires that all successful contract holders attend both meetings and participate in the vendor engagement activities at the Spring meeting. AEPA requests that all vendor partners register in advance and stay at the AEPA official hotel if rooms are available. All registrations for the meetings are required by the official registration due date as announced by AEPA.

**AEPA Member Agency:** Refers to the entities identified in the table in Part I of this document who are approved as AEPA members. Member Agencies participating in a particular category are listed in Part A – IV. Specifications, Item 2: Anticipated Member Agency Participation. "Direct or Indirect Participation" may include their involvement through the formulation of any part of a procurement activity; the influencing of the content of any term, condition and/or specification; the evaluation, investigation, auditing and/or the rendering, of advice, recommendation, decision, approval, disapproval and the award and implementation of procurement contract. Not every listed entity may elect to participate in a solicitation once the responses are reviewed and approved.

**Affirmative Action:** An Affirmative Action Plan, Certificate of Affirmative Action, or other documentation regarding Affirmative Action may be required by AEPA Member Agencies. Vendors must comply with requirements and/or requests for information regarding Affirmative Action by Member Agencies.

**Amendment of Solicitation:** A solicitation may be amended up to the time of opening.

### **Appeal:**

1. **Initial Contact with Category Committee:** A Respondent desiring appeal of a decision regarding a solicitation or a contract recommendation shall first address, in writing, the appropriate Category Committee. The Category Committee, in collaboration with the Director of Solicitations, will determine an appropriate resolution to the appeal. In addition, the Executive Director and Solicitations Committee will act as advisors in the appeal process.
2. **First Appeal to President:** If the issue appeal is not satisfactorily resolved, it may be submitted to the President of AEPA to determine if the appeal can be satisfactorily resolved or should be presented to the Board.

**Applicable Law:** The laws of the state of the respective AEPA Member Agency must govern any resulting contract of this solicitation. Suits pertaining to this contract may be brought only in courts in the County and State as prescribed by the AEPA Member Agency. Both parties agree that the Uniform Commercial Code, as adopted by the State of the AEPA Member Agency, must fully apply. The Vendor Partner must comply with any and all laws, whether local, state, federal or otherwise, applicable to any aspect of the work to be performed in relation to the resulting contract. It must be the Vendor Partner's responsibility to identify, make themselves aware of, and determine the applicability and requirements of any such laws and to abide by them.

**Approval and Awarding of Contract:** AEPA and its AEPA Member Agencies reserve the right to approve and award a contract to one Vendor Partner, to make multiple approvals and awards, to reject any or all offers in whole or in part, to waive any minor formalities or irregularities in any offers, and to accept offers, which in its discretion and according to law may be in the best interest of the AEPA Member Agencies and their Participating Entities. A response to this solicitation is an offer to contract with the AEPA Member Agencies based upon the terms, conditions, and scope of work and specifications contained in this invitation. A solicitation does not become a contract unless and until it is accepted, recommended, and approved by AEPA and awarded by the individual AEPA Member Agency. A contract is formed when an AEPA Member Agency administrator and, if required, an AEPA Member Agency Board approves and signs the Acceptance of Solicitation and Contract Award Form (see Part E) document, eliminating the need for a formal signing of a separate contract.

**Assignment:** No right or interest in this contract must be assigned or transferred by the Vendor Partner without prior written permission by AEPA and its AEPA Member Agencies, and no delegation of any duty of the Vendor Partner must be made without prior written permission by the AEPA Member Agency. AEPA and its AEPA Member Agencies must not unreasonably withhold approval and must notify the Vendor Partner within fifteen (15) days of receipt of written notice by the Vendor Partner.

**Audit Rights:** In accordance with applicable law of the State of the AEPA Member Agency, the Vendor Partner's books, and pertinent records related to this contract may be audited at a reasonable time and place.

**Authority:** This solicitation, as well as any resulting contract/agreement, is issued under the general authority of the State laws of the AEPA Member Agency and those identified within the AEPA Member Agencies' Specific Terms and Conditions, Part C, (see also Procurement Code below). Internal or external Cooperative Purchasing Agreements between the AEPA Member Agency and Participating Entities may exist.

**Bidder/Respondent/Offeror/Vendor Partner Definitions:**

**Bidder, Respondent, Offeror, and Vendor Partner** are interchangeable and are used to identify the person(s) or firm(s) submitting a response to an Invitation for Bid or Request for Proposal.

1. Prospective Respondent/Bidder/Offeror: has notified AEPA of a desire to bid by registering on the AEPA solicitation portal. "Bidder" has submitted an offer to AEPA in response to an AEPA solicitation.
2. Recommended Respondent/Bidder/Offeror: has been approved by AEPA for its AEPA Member Agencies for contract consideration.
3. Vendor Partner: has entered into a contract with a participating AEPA Member Agency or subsequently a Participating Entity.

**Bonfire eProcurement Platform (<https://gobonfire.com/>), AKA Euna Procurement:**

An easy-to-use platform that provides Respondents with the automatic notification of open solicitations, automatic notification of answered questions and issued addenda, and a way to electronically submit an organization's solicitation response. All changes, updates, uploads, and downloads are time-stamped and logged as part of the solicitation process. Vendors must register to use Bonfire. Registration information is on the [AEPA website](#). There is no cost for vendors to use Bonfire. Bonfire has recently changed its name to EUNA Procurement. Therefore, the names Bonfire and EUNA Procurement are interchangeable in this solicitation.

**Brand Names:** The use of the name of a manufacturer, brand, make or catalog number does not restrict the Respondent. Brand names and model numbers are used to indicate the character, quality, and/or performance equivalence of the commodity on which offers are submitted. Respondents may submit alternates. However, AEPA reserves the right to decide whether alternatives to the identified manufacturer and brand are equal to the product, equipment, and/or service described in the invitation. AEPA's decision must be final.

**Buyer:** Identifies the AEPA Member Agencies and their Participating Entities that acquire and purchase commodities, supplies, materials, equipment, and services under AEPA Member Agencies' awarded contracts.

**Captions, Headings, and Illustrations:** The captions, illustrations, headings, and subheadings in this solicitation are for explanation only and in no way define, limit, or describe the scope or intent of the request.

**Certification:** By signature in the solicitation section of the Contract Award page, the Respondent certifies: the submission of the offer did not involve collusion or other anti-competitive practices; the Respondent must not discriminate against any employee, or applicant for employment in violation of Federal and State Laws; the Respondent has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with the submitted offer; and the Respondent agrees to promote and offer to AEPA Member Agencies and Participating Entities only those materials and/or services as stated in and allowed under resultant contract(s) awarded.

**Christian Doctrine:** Any federal, state, and local governing authority's/jurisdiction's statutes, codes, rules, and regulations referenced and/or govern the products, services, and activities relating to and are part of this solicitation, whether or not physically noted or included, must be complied with, and adhered to as required. It is the sole responsibility of the Respondent to perform and complete any necessary research and investigation required to make themselves aware of and comply with this item.

**Clarification:** As used in this solicitation, clarification means communication with a Respondent for the sole purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the solicitation. It is achieved by explanation or substantiation, either in response to an inquiry by the AEPA Member Agency or as initiated by the Respondent. Clarification does not allow the Respondent to revise or modify its solicitation.

**Commercially Available Catalog:** A published paper catalog or an online website that is widely distributed or accessible to a wide population or set of businesses across the United States. It is made available to the general public, public or nonprofit entities and contains a verifiable price, along with product descriptions, SKU numbers, and photographs. A commercially available catalog is distinct from a custom catalog or website, whose prices and offerings are tailored to niche audiences or are targeted to a small geographic location. The prices published in a Commercially Available Catalog will be considered a company's base pricing or "commercially available pricing" for the purpose of AEPA bids or proposals. All pricing must be in U.S. Dollars. AEPA will not accept an artificial catalog or price list, or base price created for the purpose of responding to a competitive solicitation.

**Competitive Range:** AEPA and its AEPA Member Agencies reserve the right to establish a competitive range of acceptable responses as part of the evaluation process as defined herein. Responses below the competitive range will be determined to be unacceptable and will not receive further consideration.

**Contract Documents:** AEPA Member Agency will review proposed contract documents. Vendor Partner's contract document must not become part of AEPA Member Agency's contract with Vendor Partner unless and until an authorized representative of an AEPA Member Agency reviews and accepts it.

**Construction:** Each AEPA Member Agency defines what constitutes construction within their state statutes, and identifies the policies, rules, regulations, and codes that govern construction projects. AEPA has defined construction as building, altering, repairing, installing or demolishing in the ordinary course of business any road, highway, bridge, parking area or related project; building, stadium or other structure; airport, subway or similar facility; park, trail, athletic field, golf course or similar facility; dam, reservoir, canal, ditch or similar facility; sewage or water treatment facility, power generating plant, pump station, natural gas compressing station or similar facility; sewage, water, gas or other pipelines; transmission line; radio, television or other towers; water, oil or other storage tanks; shaft, tunnel or other mining appurtenance; electrical wiring, plumbing or plumbing fixture, gas piping, gas appliances or water conditioners; air conditioning conduit, heating or other similar mechanical work; or similar work, structures or installations. Construction must also include leveling or clearing land; excavating earth; drilling wells of any type, including seismographic shot holes or core drilling; and similar work, structures, or installations.

**Cooperative Procurement:** Some individual state procurement codes may contain cooperative purchasing statutes that state any state agency or local public body may either participate in, sponsor or administer a cooperative procurement agreement for the procurement of any services, construction or items of tangible personal property with any other state agency, local public body or external procurement unit in accordance with an agreement entered into and approved by the governing authority of each of the state agencies, local public bodies or external procurement units involved. The cooperative procurement agreement must clearly specify the purpose of the agreement and the method by which the purpose will be accomplished. Any power exercised under a cooperative procurement agreement entered into according to each state's procurement code must be limited to the central purchasing authority common to the contracting parties, even though one or more of the contracting parties may be located in different states.

**Cooperative Purchasing Contracts:** The Vendor Partner agrees that all the prices, terms, warranties, and benefits granted by the Vendor Partner to AEPA Member Agencies or Participating Entities through this contract **will be equal to or better than** those offered to any individual entities or cooperatives that have equal or lesser volume. If the Vendor Partner must, during the term of this Contract, enter into arrangements with any customer or cooperative providing greater benefits or terms that are more favorable, the Vendor Partner must notify the AEPA category committee chairperson and offer said prices, terms, warranties, and benefits to all AEPA Member Agencies. The following must be noted:

1. AEPA and its AEPA Member Agencies reserve the right to accept or reject the Respondent's offer if it is determined it does not comply with the above based on their knowledge, investigation, review, and findings of Respondents' submitted prices.
2. In the event the Vendor Partner offers lower prices to another customer or cooperative, AEPA and its AEPA Member Agencies must notify the Vendor Partner of the deviation and request written justification. Based on AEPA and its AEPA Member Agencies' investigation, review, and findings, AEPA reserves the right to take the following actions: to request the Vendor Partner to immediately adjust its AEPA's offered prices to match the lower prices offered, to work with the Vendor Partner to mediate and resolve the situation; or to notify the Vendor Partner that it intends to suspend and/or terminate their contract.

**Cost of Preparation:** Neither AEPA nor any AEPA Member Agency must reimburse the cost of developing, presenting, or providing any response to this solicitation.

**Credit Hold:** The Vendor Partner must agree not to place the AEPA Member Agency and/or its Participating Entity on “credit hold” without 10-days advanced notice in writing, either by letter, facsimile, or email to the AEPA Member Agency and the Participating Entity. The AEPA Member Agencies believe it is better for the Vendor Partner if the AEPA Member Agency places the slow paying Participating Entity on “credit hold;” if a Vendor Partner places the Member Agency on credit hold, Participating Entities that pay promptly are penalized. If, on the other hand, the Member Agency places the offending Participating Entity on “credit hold,” payment is more likely to result and only the offending Participating Entity is penalized.

**Delivery Terms, Conditions, and Requirements**

1. **Delivery:** is to be made within the specified time identified in Part A Specifications for each solicitation category, unless otherwise stipulated in writing and accepted by all parties (Buyer placing order and Vendor Partner). The Vendor Partner agrees to notify the Buyer if an order cannot be processed within the specified period and/or the agreed-upon timelines.
2. **The title and risk of loss of material or service:** must not pass to the Buyer purchasing the material or services until it receives the material or service at the point of delivery (FOB Destination), and they have been accepted, unless otherwise provided within this document or individual project’s contract.
3. **Ownership of products and services** happens only after receipt and acceptance of delivery by the Buyer. The Buyer will be the determining judge of whether materials and services delivered under the purchase order/contract satisfy the specifications and requirements as identified in the contract/order.
4. **Fungible Goods:** Title to an undivided share or quantity of an identified mass of fungible goods will not pass to a Buyer until the separation of the purchased share has been made, delivered, and received.
5. **Shipping Terms:** (See Part A Specifications for specific instructions on shipping and handling costs for the individual category you are responding to.) Vendor Partner must retain the title and control of all goods until they are delivered and received. All risks of transportation and all related charges must be the responsibility of the Vendor Partner unless other arrangements have been made between the vendor partner and the AEPA Member Agency. Shipping must be FOB destination. The Vendor Partner must file all claims for visible or concealed damage. AEPA Member Agency, or the receiving Buyer, will notify the Vendor Partner and/or Freight Company promptly of any damaged goods and must assist the freight company/Vendor Partner in arranging for inspection. No FOB vessel, car, or other vehicle terms will be accepted.
  - a. **Shipping Costs:** Products may be shipped without separate shipping costs. If shipping is allowed as a separate line item per Part A Specifications and charged, the actual cost of delivery may be added to an invoice. No COD orders will be accepted unless specifically requested by the AEPA Member Agency.
  - b. **Shipment under Reservation:** Vendor Partner is not authorized to ship materials under reservation and no tender of a bill of lading will operate as a tender of the materials.
  - c. **Shipping Errors:** Vendor Partner agrees that shipping errors will be at the expense of the Vendor Partner. For example, if a Vendor Partner ships a product that was not ordered, it is the responsibility of the Vendor Partner to pay for return mail or shipment.

6. **Stored Materials (vendor managed inventory):** Upon prior written agreement between Vendor Partner and Buyer, payment may be made for materials not incorporated in the work but delivered and suitably stored at the site or some other location, for installation at a later date. An inventory of the stored materials must be provided to the Buyer prior to payment. Such materials must be stored and protected in a secure location and be insured for their full value by Vendor Partner against loss and damage. Vendor Partner agrees to provide proof of coverage and/or addition of Buyer as an additional insured upon Buyer's request. Additionally, if stored offsite, the materials must also be clearly identified as the property of the Buyer and be separated from other materials. The buyer must be allowed a reasonable opportunity to inspect and take inventory of stored materials, on or offsite, as necessary. Until final acceptance by Buyer, it must be the Vendor Partner's responsibility to protect all materials and equipment. Vendor Partner warrants and guarantees that title for all work, materials, and equipment must pass to Buyer upon final acceptance. Payment for stored materials must not constitute final acceptance of such materials.
7. **Improper delivery:** Unless contrary to other parts of this solicitation, if the goods, services, or tender of delivery fail in any respect, to conform and adhere to the terms, conditions, specifications of the resulting contract based on this solicitation and/or the individual Buyer's contract/order, the Buyer may reject the whole, accept the whole, or accept any commercial unit or units and reject the rest.
8. **Defective Goods:** Vendor Partner agrees to pay for return shipment on goods that arrive in a defective or inoperable condition. Vendor Partner must agree to arrange for return shipment of damaged goods.
9. **Liquidated Damages:** The Buyer may suffer financial loss if the project is not substantially complete, or products or services are not delivered on the established date. The Vendor Partner (if applicable surety) must be liable for and must pay to the Buyer, not as a penalty, the sums that may be hereinafter agreed upon as liquidated damages per calendar day of delay until the work and/or delivery is determined by Buyer to be complete and/or delivered. Liquidated damages will be determined on a project-by-project basis.
10. **No Replacement of Defective Tender:** Every tender of materials must fully comply with all provisions of this contract. If tender is made which does not fully conform, this must constitute a breach, and Vendor Partner must not have the right to substitute a conforming tender without the written consent of all parties involved.
11. **Default in One Installment to Constitute Total Breach:** Vendor Partner must deliver conforming materials in each installment or lot of this contract and may not substitute nonconforming materials. The AEPA Member Agency reserves the right to declare a breach of contract if the Vendor Partner delivers nonconforming materials or services to any Buyer under this contract.
12. **Restocking Fees:** A restocking fee may only be charged on products ordered and delivered to the Buyer's site in accordance with the order/contract. Restocking fees in excess of 15% will not be allowed. Restocking fees may be waived, at the option of the Vendor Partner. The Vendor Partner must identify, specify, and justify any exceptions or deviations taken.

**Disbarment and Suspension:** By signature accepting Terms and Conditions, it is certified on behalf of the company and their key employees that neither the company nor its key employees have been proposed for debarment, debarred, or suspended by any State or Federal Agency within the last five (5) years. If within the past five (5) years, any Respondent has been disbarred, suspended or otherwise lawfully precluded from participating in any public procurement activity with a federal, state or local government, the Respondent must include a letter with its response that includes the name and address of the public procurement unit, the effective date of the suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating to the suspension or debarment. Any failure to supply such a letter or not to disclose in the letter all the pertinent information may result in the cancellation of any resulting contract. By signing the solicitation section, the Respondent certifies that no current suspension or debarment exists.

**EDGAR (2 CFR 200) Compliance:** Respondents are required to complete Education Department General Administrative Regulations (EDGAR) compliance certification, found in Part E of this solicitation. EDGAR regulations govern all federal grants awarded by the U. S. Department of Education on or after December 26, 2014.

**Eligible Entities:** Individual AEPA Member Agency's state procurement codes and statutes dictate which agencies, entities, and organizations can participate in cooperative procurement contracts approved by AEPA and awarded by its members. Depending on state-specific regulations, federal and state agencies, local public bodies, and non-profit/non-public entities may utilize these contracts.

**Estimated Quantities:** In Part A Specifications of this solicitation, AEPA, and AEPA Member Agencies have indicated their anticipated volume for the products and services requested. It is anticipated that a considerable amount of activity will result from this solicitation; however, there is no guarantee of future order quantities since this is an indefinite-quantity contract. Usage depends on the actual needs of the AEPA Member Agencies, their Participating Entities, and the marketing by the Vendor Partner.

**Euna Procurement eProcurement Platform, AKA Bonfire (<https://gobonfire.com/>):** An easy-to-use platform that provides Respondents with the automatic notification of open solicitations, automatic notification of answered questions and issued addenda, and a way to electronically submit an organization's solicitation response. All changes, updates, uploads, and downloads are time-stamped and logged as part of the solicitation process. Vendors must register to use Bonfire. Registration information is on the [AEPA website](#). There is no cost for vendors to use Bonfire. Bonfire has recently changed its name to EUNA Procurement. Therefore, the names Bonfire and EUNA Procurement are interchangeable in this solicitation.

**Experience, Proven Track Record and Past Performance Information:** It has been determined by AEPA and its AEPA Member Agencies to be a major factor in consideration if a Respondent possesses the ability, capacity, and resources to acquire, manufacture, deliver, construct, install, service and support all of the procurement functions and activities involved in a national contract of this nature. AEPA and its AEPA Member Agencies reserve the right to accept or reject an offer if, in its judgment, the Respondent failed to demonstrate the following: a proven track record in the products and services offered (qualifications, knowledge, and background); is willing and able to deliver the proposed products and/or services to ninety (90%) percent of those participating AEPA Member Agencies identified in Part A (unless otherwise noted in Part A Specifications) and has provided relevant information regarding its actions under previously awarded contracts to schools, local, state, or federal agencies. It includes the Respondent's record of conforming to specifications and standards of good workmanship; the Respondent's record of containing and forecasting costs on any previously performed cost-reimbursable contract schedules, including the administrative aspects of performance; the Respondent's history for reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the Respondent's businesslike concern for the interests of the customer.

Additionally, any former Vendor Partner that has not been recommended for extension during a solicitation cycle, or current Vendor Partner that has had under \$100,000 in total sales during the solicitation cycle, must appeal to AEPA in writing (to [bid-committee@aepacoop.org](mailto:bid-committee@aepacoop.org)) before being considered as a viable respondent to the solicitation. The appeal should include reasons for the poor past performance and steps that have been taken by the Vendor Partner to improve future performance. AEPA will reject the appeal if, in AEPA's sole discretion, the appeal does not sufficiently address poor past performance and steps to improve future performance. Failure of the Vendor to provide the appeal, before the due date of the solicitation, will result in the Vendor's submission being rejected.

**External Procurement Unit:** means any procurement organization not located in a current AEPA Member Agency state which, if located in the state, would qualify as a federal or state agency or a local public body. Various state procurement codes allow external procurement units to offer their contracts and for agencies within those states to utilize those contracts to acquire goods and services.

**Federal Agency [25] USC 3001 (4):** Is defined as any department, agency, or instrumentality of the United States, any executive department, military department, government corporation, government-controlled corporation, or other establishments in the executive branch of government, including the Executive Office of the President or any independent regulatory agency established through legislative and/or administrative action.

**Federal Requirements:** Vendor Partner agrees, when working on any federally-assisted projects with more than \$2,000 in labor costs, to comply with the Contract Work Hours and Safety Standards Act (40 U.S.C. 329 et seq.) and all applicable sections of the act and the Department of Labor's supplemental regulations (29 CFR parts 5 and 1926), the Civil Rights Act of 1964 as amended, the Davis-Bacon Act (Section 29, CFR Part 5), and the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in the Department of Labor regulation (29 CFR part 3. In such projects, the Vendor Partner agrees to post wage rates at the worksite and submit a copy of their payroll to the AEPA Member Agency for their files. Also, to comply with the Copeland Act, the Vendor Partner must submit weekly payroll records to the AEPA Member Agency. The Vendor Partner must keep records for three (3) years and allow the federal grantor agency access to these records, upon demand. All federally assisted contracts to an AEPA Member Agency that exceed \$10,000 may be terminated by the federal grantee for noncompliance by the Vendor Partner. In projects that are not federally funded, Vendor Partners must agree to meet any federal, state, or local requirements, as necessary. Also, if compliance with the federal regulations increases the contract costs beyond the agreed-on costs in this solicitation, the additional costs may only apply to the portion of the work paid by the federal grantee. On all other projects, the prices must agree with this contract. Vendor Partner must comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C.) 187 [h], and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et. Seq.); and, Executive Order 11738 and Environmental Protection Agency (EPA) regulations (40 CFR Part 15), which prohibit the use under non-exempt federal contracts, grants, or loans of facilities included in the EPA list of violated facilities.

**Force Majeure:** Except for payments of sums due, neither party must be liable to the other, nor be deemed in default under this contract, if, and to the extent, that such party's performance of this contract is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence, including, but not limited to the following: acts of God; acts of the public enemy; war; riots; strikes; mobilization; labor disputes; civil disorders; fire; flood; blizzards; earthquakes; tornadoes or violent winds; hail storms; lockouts; injunctions-intervention-acts, or failures or refusals to act by government authority; and other similar occurrences beyond the control of the party declaring force majeure, which such party is unable to prevent by exercising reasonable diligence. The force majeure must be deemed to commence when the party declaring it notifies the other party of the existence of the force majeure and must be deemed to continue as long as the results or effects of the force majeure prevent the party from resuming performance in accordance with the contract. Force majeure must not include late deliveries of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, an oversold condition of the market, inefficiencies, or similar occurrences. If either party is delayed at any time by force majeure, the delayed party must notify the other party in writing of such delay within forty-eight (48) hours.

**Form of Contract:** The form of contract for this solicitation must be the published solicitation, the awarded Vendor Partner's response, and properly issued purchase orders and/or contracts in accordance with this solicitation. If a firm submitting an offer requires AEPA Member Agency and/or Participating Entities to sign an additional contract, a copy of the proposed contract must be included with these.

**Gratuities:** AEPA Member Agency may, by written notice, cancel this contract if it is found that gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Vendor Partner or any agent or representative of the Vendor Partner, to any employee of the AEPA Member Agency with a view toward securing a contract or with respect to the performance of this contract. However, paying the expenses of normal business meals, which are generally made available to all eligible school and government employees, must not be prohibited by this paragraph. Samples of software, equipment, or hardware provided to the AEPA Member Agency for demonstration, evaluation, or loan purposes are not considered gratuities.

**Historically Under-Utilized Business:** An “Historically Under-Utilized Business” (HUB) is a category for companies that have traditionally failed to reap the benefit from full and equal procurement opportunities. Typically, these types of companies may include women-owned, disabled veteran-owned, and minority-owned businesses or operations defined as small businesses, micro businesses, or businesses operating in enterprise zones. For the purpose of this solicitation, a Bidder opting to offer a HUB program, may self-define the types of HUB businesses it includes in its network of HUB partners and the role they play; however, the Bidder must ensure that the partner-authorized HUBs provide a “Commercially Useful Function.” As it related to HUB businesses, a “Commercially Useful Function” (CUF) is work that is integral to sales, delivery, or supply-chain solution, and not a mere facade for the pass through of goods. Examples of HUB work that qualify as a Commercially Useful Function include instances when HUBs:

- Execute a specific element of the scope of work including supplying of goods and services.
- Provide services work that is normal for the firm’s assortment of business services.
- Are fully or partially responsible for paying for wholesale materials, conducting sales, installation of products, delivery of products.
- Do not subcontract a portion of the work greater than expected by industry practices.
- Act as resellers, buying products wholesale from the awarded Vendor/Contractor.

**Indemnification:** Vendor Partner will indemnify, defend and save harmless AEPA, its Members, Participating Entities, its employees from any and all claims, demands, suits, proceedings, loss, cost and damages of every kind and description, including any attorney’s fees and/or litigation expenses, which might be brought or made against or incurred by AEPA, its Members, Participating Entities, its employees on account of loss or damage to any property or for injuries to or death of any person, caused by, arising out of, or contributed to, in whole or in part, by reasons of any act, omission, professional error, fault, mistake, or negligence of Vendor Partner, its employees, agents, representatives, or Subcontractors, their employees, agents, or representatives in connection with or incident to the performance of this agreement, or arising out of worker’s compensation claims, unemployment compensation claims, or unemployment disability compensation claims of employees of Vendor Partner, and/or its Subcontractors or claims under similar such laws or obligations. Vendor Partner’s obligation under this section will not extend to any liability caused by the sole negligence of AEPA, its Members, participating Entities, its employees. The liability of AEPA, its Members, Participating Entities, or its employees will be subject in all cases to the immunities and limitations of Nevada or the AEPA Member Agency’s state laws.

**Installation:** Equipment and items of construction must be installed in accordance with the manufacturer’s instructions, specifications, in accordance with any federal, state, local rules, regulations, codes, and the schedule determined by the AEPA Member Agency and/or Participating Entity.

**Insurance:** Prior to executing a contract with the AEPA Member Agency or a Participating Entity under this solicitation, if required, the Vendor Partner must procure, maintain and provide certification from insurer(s) for minimal coverage during the life of any resulting contract/agreement, to include but not limited to comprehensive public and/or commercial liability, errors and omissions, workman’s compensation, unemployment and other insurance coverage required by and applicable to each AEPA Member Agency state’s statutes and federal laws in which proposed products and services will be offered and provided. Evidence of the required insurance for each of those AEPA Member Agencies' state, who indicated an interest in

participating in this solicitation, identified in Part A Specifications by providing written evidence and/or documentation from your insurer(s) indicating your firm has in place the type and amount of coverage required by each of the states. The Bidder has the sole responsibility to conduct and perform the necessary research to make themselves aware of and to understand each state's requirements.

1. **Certificate of Insurance:** The Vendor Partner must provide, as required, a certificate of insurance for commercial liability insurance, naming the AEPA Member Agency and or its Participating Entity as the certificate holder (co-insurer). All insurance policies are to be executed by an insurance company authorized to do business in those AEPA Member Agencies' states participating in this solicitation.
2. **Subcontractor's Insurance:** Prior to commencing any work, any Subcontractor must procure and maintain, at its own expense until final acceptance of the work, insurance coverage in a form, and from insurers acceptable to the prime Vendor Partner. All Subcontractors must hold the appropriate type and amount of insurance coverage required by the AEPA Member Agency state in which the work is being done and will provide insurance, which waives all subrogation rights against the prime Vendor Partner, AEPA Member Agency and its Participating Entities.

**Invalid Term or Condition:** If any term or condition of this solicitation and any resulting contract must be held invalid or unenforceable, the remainder of this solicitation and any resulting contract must not be affected and must be valid and enforceable.

**Late Responses:** Late responses will not be accepted. All offers must be submitted online via Bonfire eProcurement Solution (<https://gobonfire.com>) by the due date and time of this solicitation.

**Leases and Rentals:** Vendor Partner may allow AEPA Member Agency or Participating Entity to rent, lease, or lease-purchase. The buyer must receive a copy of the executed leasing documents prior to processing a purchase order. Vendor Partner agrees that leases will comply with the Uniform Commercial Code and the Buyer's individual state laws. All terms of leasing must be included in the offer, with interest rates described as related to a published government standard. Vendor Partner must indicate in their response to this solicitation and in any leasing/rental agreement, all costs (must be itemized) associated with early termination and/or the returning of leased or rented equipment that are the responsibility of the Buyer. No sale of a contract to a third party will be made without informing the Buyer of the transfer. If Vendor Partner sells a lease contract to a third party, the cost of return of the product must not be greater than the cost of return to the original Vendor Partner.

**Legal Remedies:** All claims and controversies must be subject to the Procurement Code of the state in which the AEPA Member Agency or Participating Entity resides.

**Licenses and Registration:** Each state and local jurisdiction in which a transaction may occur may require various types of licenses and/or registrations (business, construction, etc.). Likewise, there are various policies, procedures, rules, regulations, codes, and laws that govern such licensing/registration within federal, state, and local jurisdictions, therefore, it is the Respondent's/Vendor Partner's responsibility to be aware of, obtain and maintain in current status all federal, state, and local licenses, registrations and bonds required for the performance and delivery of any and all products and services offered in its response to this solicitation. It is also the responsibility of the Respondent/Vendor Partner to ensure that any Subcontractors performing under this solicitation hold and maintain the appropriate licenses/registrations. The Respondent will submit copies of licenses, registration, and/or other documentation to substantiate whether they hold the appropriate licenses/registration required by individual jurisdictions covered by this solicitation.

**Liens:** All materials and services must be free of all liens.

**Local Public Body:** A political subdivision of the state and the agencies, instrumentalities, and institutions thereof. Such agencies may include but are not limited to two-year and four-year post-secondary educational institutions, pre-k-12 institutions, counties, cities, and municipalities, except as exempted pursuant to the Procurement Code within each state. Entities within these groups may include but are not limited to political subdivisions, administrative units, councils, commissions, boards, and organizations that either by federal, state, or local legislative or administrative action or appointment and have been established or given the responsibility and authority to act, conduct and perform various activities on behalf of the federal or state agency or local public body.

**Manufacturer's Representative:** Dealers, distributors, and installers of specialized facility technology, electrical, mechanical systems and equipment, who, if permitted by the Scope of Work, submit an offer as a manufacturer's representative, must be able to provide documented evidence from and/or between it and the manufacturer certifying that the Respondent is a bona fide manufacturer's agent for the specific products/services proposed, the Respondent is authorized to submit an offer on such products/services, and a guarantee that, should the Respondent fail to satisfactorily fulfill any obligations established as a result of the award of contract, the manufacturer will either assume and discharge such obligations covered by warranties or provide for their competent assumption by one or more bona fide representatives for the term of the contract/warranty period. Respondents of software, mechanical devices, electrical products/systems, and other commodities that makeup systems/networks must be able to provide the same information from a manufacturer.

**Modification by Buyer:** Vendor Partner must have no obligation with respect to any patent and copyright infringement claim based upon Buyer's modification of the equipment and/or software, or its operation or use with apparatus, data or programs not furnished by Vendor Partner. However, one Buyer's action will not preclude Vendor Partner's obligation to others not having modified their equipment or software.

**Money:** All transactions are payable in U.S. currency only.

**Multiple Approvals and Awards:** throughout the United States, AEPA Member Agencies have a large number of Participating Entities who take advantage of and utilize awarded contracts. To ensure that any issued contract will allow these entities to fulfill current and future needs and requirements, AEPA and its AEPA Member Agencies reserve the right at their discretion to approve and/or award one contract, multiple contracts, or no contracts. The actual use of any contract will be at the sole discretion of the AEPA Member Agency or the Participating Entity.

**Nonexclusive Contract:** Any contract resulting from this solicitation must be approved and awarded with the understanding and agreement that it is for the sole convenience of AEPA, its AEPA Member Agencies, their Participating Entities and they reserve the right to obtain like goods and services from another source.

**Nonprofit, Non-Public Educational Institutions, and other Nonprofit Organizations (Section 501(c)(3) of the Internal Revenue Code, Federal Tax Code):** is defined as charitable, religious, educational, public service, support, and scientific organizations, entities, corporations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of the Federal Tax Code.

**Notice:** Notices under this solicitation/contract will be in writing and will, for all purposes, be deemed to have been fully given when sent by registered or certified mail, return receipt requested, postage prepaid, an email with appropriate verification, properly addressed to the respective parties as specified herein or at such other address as may be specified by either party from time to time.

**Novation:** If the original Vendor Partner sells or transfers all assets or the entire portion of the assets used to perform this contract, a successor in interest must guarantee to perform all obligations under this contract. AEPA and its AEPA Member Agencies reserves the right to recommend approval, acceptance, or rejection of the new party. A simple change of name agreement will not change the contractual obligations of the Vendor Partner.

**Ordering Procedures:** AEPA has established a standard and special ordering process as defined below. Additionally, some AEPA Member Agencies also prefer or utilize electronic ordering as the method for the transactions.

1. **Standard Ordering Process:** Buyer will select items for purchase from provided published catalog/price list or Vendor Partner will issue a quote upon request; the vendor will also send a copy of their quote to the state AEPA Member Agency for all construction-related bids. The buyer will prepare and issue a purchase order to the Vendor Partner based on the product catalog, price list, or Vendor Partner's quote. Vendor Partner will deliver and invoice the Buyer; Buyer will acknowledge delivery and acceptance by issuing the Vendor Partner payment. Vendor Partner, based on the agreed-to process, will report and submit payment for the AEPA Member Agency's administrative fee to the AEPA Member Agency (quarterly). The vendor Partner must provide the transaction and volume reporting in the AEPA report format.

2. **Special Ordering Process:**

- a. Buyer will select items for purchase from provided published catalog/price list or Vendor Partner will issue a quote upon request;
- b. Buyer will prepare and issue a purchase order to the AEPA Member Agency based on the product catalog, price list or Vendor Partner's quote;
- c. Vendor Partner will deliver the goods and/or service to the Buyer and will invoice the AEPA Member Agency;
- d. AEPA Member Agency will invoice the Buyer and add their administrative fee to the invoice price;
- e. AEPA Member will pay Vendor Partner for the goods and/or service once the Buyer has confirmed acceptance.
- f. The vendor Partner must provide the transaction and volume reporting as stipulated quarterly in the AEPA report format.

3. **Electronic Ordering**

When a Vendor Partner based online ordering system is available, the following functionality is required:

- a. Electronic ordering systems must be secure, and password protected. Entering the system with the designated password must automatically send the user to AEPA contract pricing.
- b. When the Buyer requires purchase orders, electronic ordering system must require the entry of a purchase order number, credit card, or purchasing card prior to accepting an order.
- c. Electronic ordering systems must automatically assign correct contract prices to applicable orders.
- d. Electronic ordering systems should list catalog price and AEPA discounted price.
- e. Electronic ordering systems must track orders and purchases covered by the AEPA contract for reporting and audit purposes. The vendor Partner must provide the transaction and volume reporting in the AEPA format.
- f. Electronic ordering systems' pricing must include the AEPA Member Agencies administrative fee required by the AEPA Member Agencies.
- g. Electronic ordering systems should allow AEPA Member Agencies to print an archived (historical) copy of a Buyer's order.

**Order of Precedence:** In the event a conflict occurs the following order of precedence must prevail:

1. Member Agency specific terms and conditions
2. Specifications and scope of work
3. General terms and conditions
4. Attachments and exhibits
5. Documents referenced or included in the solicitation.

**Overcharges by Antitrust Violations:** Member Agency maintains that, in actual practice, overcharges resulting from antitrust violations are borne by the Buyer. Therefore, to the extent permitted by law, the Vendor Partner hereby assigns to the Member Agency any and all claims for such overcharges as to the goods or services used to fulfill the contract.

**Parole Evidence:** This contract represents the final written expression of agreement. All agreements are contained herein and no other agreements or representations that materially alter it are acceptable.

**Participating Entity:** Those Public and Private School Districts, Educational Service Agencies, Intermediate School Districts, Higher Education Institutions, Federal Agencies, State Agencies, Local Public Bodies, and Nonprofit Non-Public Corporations, Organizations, other entities contracted to conduct business on behalf of a participating entity provided they are required to follow member state and local procurement regulations, etc. that have authorizations to utilize the AEPA Member Agencies' Awarded Contracts.

**Patent and Copyright Indemnification:** To the extent permitted by law, Vendor Partner must indemnify and hold harmless Member Agency and its Participating Entities against any liability, including costs and expenses, for infringement of any patent, trademark or copyright arising out of contract performance or use by Member Agency and its Participating Entities of materials furnished or work performed under this contract. Member Agency and its Participating Entities must reasonably notify Vendor Partner of any claim for which it may be liable under this paragraph.

**Performance Bonding (required for construction projects):** Performance bonds are completed after the contract and at the time a member authorizes a project. The Vendor Partner agrees to provide all performance and payment bonds for individual projects executed by a surety company authorized to do business in the individual AEPA Member's state and said surety to be approved in federal circular 570 as published by the United States treasury department, the state or the local governing authority, in an amount equal to one hundred percent of the price specified in the contract; when required by an AEPA Member Agency or Participating Entity at the time a contract is executed. If the Vendor Partner fails to deliver any required performance or payment bonds, the AEPA Member Agency or Participating Entity must not execute the contract or terminate the contract with the Vendor Partner and the appropriate AEPA Category Committee must be notified of such failure and must take the appropriate action.

**Piggyback Contracts:** In the event a new Member Agency joins AEPA, the Member Agency may elect to award any and all existing contracts if permissible by their state laws.

**Prevailing Wage:** Where applicable, the Vendor Partner must comply with prevailing wage legislation in effect in the jurisdiction of the awarding AEPA Member Agency.

**Pricing:** AEPA has identified and stipulated the type of bid and the pricing methodologies that are to be utilized to price and submit bid or proposal prices. The Vendor Partner agrees that the cost for any item bid or offered on this contract will be uniform for all states and that any differences in pricing are due to state-specific installation and labor costs, AEPA Member Agency's Administrative Fee, or other approved reasons. The Respondent must provide their pricing as requested utilizing the various pricing methodologies specified in Part A. **The Respondent/Vendor Partner must agree that they will not offer or provide a better price to any individual entities or cooperatives with equal or lesser volume than that through AEPA.** Please note the following that relates to pricing:

1. **Proposal Pricing:** For services priced through an AEPA Request for Proposal, vendors may respond with a discount off labor and material costs. Labor must be sufficiently itemized by title and include total rate (salary and fringe). Material costs must be itemized. Any Vendor Partner awarded under a time and materials pricing strategy must provide a "not to exceed" project quote to the purchasing Agency for work approval.

**Prime Vendor Partner:** For the purpose of this solicitation, a Vendor Partner will be considered a prime Vendor Partner and not a Subcontractor. Any Vendor Partner paid directly by the AEPA Member Agency or Participating Entity is a prime Vendor Partner; a Vendor Partner pays a Subcontractor. Prime Vendor Partners using Subcontractors are responsible for all actions of its Subcontractors.

**Procurement Code:** All Respondents/Vendor Partners must make themselves aware of and comply with all federal, state, and local statutes and regulations.

### **Products and Services**

1. **Product Line:** If applicable, contracts will be awarded to Respondents able to provide their complete product line(s) of commodities, supplies, equipment, software, and services that meet the scope of work and specifications of this solicitation. Respondents with a published, priced catalog may submit their entire catalog; AEPA reserves the right to select or reject products within the catalog for recommendation without having to award all the contents.
2. **Serial Numbers:** Offers must be for equipment on which the original manufacturer's serial number has not been altered in any way.
3. **Current Products:** All offers must be for commodities, supplies, equipment, and software in current production; meet or exceed commercial and industry standards; and marketed and provided nationally to the general public and/or educational/governmental agencies.
4. **Construction Products and/or Services:** Are associated with building, erecting, altering, repairing, installing or demolishing in the ordinary course of business any: (1) road, highway, bridge, parking area or related project; (2) building, stadium or other structure; (3) airport, subway or similar facility; (4) park, trail, athletic field, golf course or similar facility; (5) dam, reservoir, canal, ditch or similar facility; (6) sewage or water treatment facility, power generating plant, pump station, natural gas compressing station or similar facility; (7) radio, television or other tower; (8) shaft, tunnel or other mining appurtenance; (9) electrical wiring, plumbing or plumbing fixture, gas piping, gas appliances or water conditioners; (10) air conditioning conduit, heating or other similar mechanical work; or similar work, structures or installations; (11) leveling or clearing land; (12) excavating earth; (13) drilling, wells of any type, including seismographic shot holes or core drilling; and similar work, structures or installations.
5. **Services:** Are defined as the furnishing of labor, time, or effort by a Vendor Partner not involving the delivery of a specific tangible product other than reports and other materials which are merely incidental to the required performance.

6. **Professional Services:** Services relating to architects, archeologists, engineers, surveyors, landscape architects, medical arts practitioners, scientists, management and systems analysts, certified public accountants, registered public accountants, lawyers, psychologists, planners, researchers, educational specialist, construction managers and other persons or businesses providing similar professional services, which may be designated as part of this solicitation.
7. **Peripheral & Optional Items:** Respondents can include various peripheral products, equipment, accessories, services, deliverables, and related items that are associated with and function with the primary offering. Optional equipment or products may be added to the contract during the term of the contract. AEPA reserves the right to accept or reject such offerings under the following conditions: the enhancement is recommended by AEPA and approved by the Member Agency; the option is priced at a discount similar to other options; and the option is an enhancement to the unit.
8. **Descriptive Literature and Brand Names:** All offers are to include a complete set of the manufacturer's descriptive literature regarding the commodities, supplies, materials, equipment, and software offered. Brand names, trade names, and/or catalog numbers used in the solicitation will be intended to describe and identify the type, level, and quality of products, equipment, and software being requested.
9. **Discontinued Products:** If a product or model is discontinued by the manufacturer, Vendor Partner may substitute a new product or model if the replacement product meets or exceeds the specifications and performance of the discontinued model and if the discount is the same or greater than the discontinued model.
10. **Product Specifications:** This solicitation is designed to enable a Respondent to satisfy a requirement for a commodity, supply, material, equipment, software, process, or service. A specification may be expressed as a standard, a part of a standard, or independent of a standard; by specifying a manufacturer's brand and model. No specification is intended to unnecessarily limit competition by eliminating items capable of satisfactorily and/or meeting the actual needs of the procurement. When a brand name product is specified and is only available for a single source, Respondents are encouraged to offer alternative products that they believe to adhere to and comply materially, functionally, and operationally equal to or better than the brand name product specified. **Any Respondent, believing a specification is unnecessarily restrictive, must indicate such in the form of a question during the solicitation process and prior to the due date for questions listed in the solicitation.** The fact that a manufacturer or supplier chooses not to produce or supply the commodity, supply, material, equipment, software, or services to meet these specifications will not be considered sufficient cause to adjudge these specifications as restrictive. If the Respondent deviates from these specifications, reasons must be stated for such deviation and state why, in their opinion, the commodity, supply, material, equipment, software, or services bid will render equivalent reliability, coverage, performance, and/or service. Failure to detail all such deviations may comprise sufficient grounds for rejection of the entire offer.
11. **Quality:** Unless otherwise modified elsewhere in this solicitation, Vendor Partner warrants the commodities, supplies, materials, equipment, and services delivered as stipulated in the Buyer's purchase order/contract, must be: of quality to pass without objection in the industry and professional standards normally associated with them; fit for the intended purpose(s) for which they are used; of even kind, quantity and quality within each unit and among all units, within the variations permitted by the contract; adequately offered, presented, delivered, accomplished and complete as the contract may require; and conform to the written promises and/or oral affirmations of fact made by Vendor Partner.

**Product Information, Catalogs, and Price Lists:** Respondents must include an electronic copy of the latest edition of the commercially available catalog and price lists that the discount will be applied to with the response. Throughout the term of the contract, Vendor Partner(s) must furnish all AEPA Member Agencies and their Participating Entities with copies of approved commercially available catalogs and price lists in the format desired (electronic, online shopping cart, etc.).

**Progress Payments:** Progress payments are allowed on purchases for goods and services under the following conditions: The Buyer and the Vendor Partner agree to the terms of the progress payments prior to issuing a purchase order; the purchase order describes the amounts to be paid and the date of payment; the Buyer has a satisfactory method of verifying progress described in writing in a letter or on the purchase order; that payments will only be made when actual goods and/or services are verified/received; and that any such payments be made in full compliance of Buyer's local board rules and any and all other applicable state rules and regulations.

**Protest Resolution:** Protest must be resolved, in accordance with AEPA's Board Policies, Procedures and/or the appropriate state statutes where the AEPA Member resides. AEPA intends that all solicitation protest decisions from the point a solicitation has been published through contract approval or rejection will be resolved by AEPA. Protests concerning contract award by AEPA Member Agencies will be resolved by the respective AEPA Member Agency.

1. **Protest Costs:** The losing party to the protest must be responsible for the reasonable and justifiable costs of the protest. The protest costs must be based on the costs and expenses incurred by AEPA and its Member Agencies, including but not limited to staff salaries, attorneys' fees, hearing, reproduction, transcription, and travel costs.

**Provisions Required by Law:** By submitting a response to this solicitation, Respondents are acknowledging they have conducted and performed the required research to make themselves aware and knowledgeable of all federal, state, and local laws/statutes that are referenced herein, may pertain to and/or govern the procurement activities and transactions covered by this solicitation. These provisions of law and any clause required by law that is associated with and relates to this solicitation and any resulting contract will be read and enforced as though it were included herein.

**Public Record:** All offers submitted to this invitation become the property of AEPA and will become a matter of public record, available for review, subsequent to the solicitation due date. The Opening Record will be posted to the AEPA website ([www.aepacoop.org](http://www.aepacoop.org)).

**Questions:** Inquiries and questions related to this solicitation must be submitted online in Bonfire, per the timeline included in Part A.

Once a contract has been awarded by an individual AEPA Member Agency any inquiries and questions relating to contract implementation, execution, transactions, and/or concerns/issues occurring within that state should be addressed to the individual AEPA Member Agency.

**Reporting:** Vendor Partners are required to submit quarterly detailed sales reports to all AEPA Member Agencies.. If there are no sales, \$0 reports are required. A Vendor Quarterly Report Template is included with this solicitation.

**Respondent Acceptance Period:** To allow AEPA Member Agencies the opportunity to evaluate the offers, AEPA requires that an offer in response to this solicitation be valid and irrevocable for one hundred twenty-days (120) after opening time and date.

**Right to Assurance:** Whenever one party to this contract in good faith has reason to question the other party's intent to perform, he/she may demand that the other party give written assurance of this intent to perform. In the event that a demand is made, and no written assurance is given within ten (10) days, the demanding party may treat this failure as an anticipatory repudiation of the contract.

**Right to Request Additional Information:** AEPA, and its respective representatives, reserves the right to request any additional information during the procurement process that might be deemed necessary to better understand the submitted solicitation response including, but not limited to, clarifying questions. Respondents may be requested to submit such answers in writing but will not be allowed to change or alter their offer.

**Safety Measures:** Vendor Partners must take all necessary precautions for the safety of employees on the worksite, and must erect and properly maintain at all times, as required by job conditions and progress of the work, all necessary safeguards for the protection of the workers and public. They must post danger-warning signs against the hazards created by their operation and work in progress. Proper precautions must be taken pursuant to state law and standard construction practices to protect workers, the general public, and existing structures from injury or damage.

**Safety Standards:** All items supplied in this contract must comply with the current applicable Occupational Safety and Health Standards, the National Electric Code, and the National Fire Protection Association Standards.

**Severability:** The provisions of this contract are severable to the extent that any provision or application held to be invalid must not affect any other provision or application of the contract that may remain in effect without the invalid provision or application.

**Substance Use & Conduct:** All Vendor Partners and Subcontractors must adhere to the local substance (alcohol, drug, smoking, etc.) and conduct (dress code, language, parking, etc.) policies while on AEPA Member Agencies and Participating Entities premises.

**State Agency:** means any department, commission, council, board, committee, institution, legislative body, agency, government corporation, educational institution, or official of the executive, the legislative or judicial branch of the government of this state.

**Survival:** All applicable software license agreements, warranties, or service agreements that were entered into between Vendor Partner and Buyer under the terms and conditions of the Contract must survive the expiration or termination of the Contract. All purchase orders issued and accepted by Vendor Partner must survive expiration or termination of the Contract.

**Tare:** If the Vendor Partner requires the Buyer to pay for shipping, the weight of the empty container and any material used for packing must be of the lightest weight practical for safe delivery of the contents.

**Taxes:** Different jurisdictions taxing authorities have different tax laws, rules, regulations, and processes, therefore, prices offered will not include applicable federal, state, and local taxes. All applicable taxes must be listed as a separate item on all cost proposals and invoices.

**Term of Contract and Extensions:** The initial term of the contract must be for up to fifteen (15) months and will commence on the date as indicated by each Participating Member Agency on the Acceptance of Solicitation and Contract in Part E of this solicitation. By mutual written agreement, the contract may be extended for three additional 12-month periods. AEPA may choose to recommend the contract extension. If so recommended, an individual Member Agency may choose, at their sole discretion, to extend the contract. In the event AEPA does not recommend or approve a contract extension, or a contract expires, a Member Agency may offer an extension not to exceed six (6) months.

**Termination by AEPA Member Agency:** An AEPA Member Agency may cancel any contract secured by the solicitation without any further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the AEPA Member Agency is or becomes, at any time while the contract or any extensions of the contract is in effect, an employee of, or a consultant to any other party to this contract with respect to the subject matter of the contract. Such cancellation must be effective when the parties to this contract receive written notice from the AEPA Member Agency unless the notice specifies a later time. Cancellation by one AEPA Member Agency does not require other Agencies to cancel their contracts.

**Termination by Non-Approval of AEPA:** AEPA Member Agencies, on an annual basis assess, evaluate, and review existing AEPA vendors to determine if the organization as a whole desires to extend its approval of those vendors. If an existing AEPA vendor's approval is not extended for an additional term, the AEPA Member Agencies cannot extend the disapproved vendor's contract for a period exceeding six (6) months. See Term of Contract and Extensions above.

**Termination for Convenience:** AEPA Member Agencies reserve the right to immediately terminate this contract, without penalty or recourse, in whole or in part, if the AEPA Member Agency determines that termination is in the best interest of Participating Entities. The Vendor Partner, after receipt of a "Notice of Termination," must not accept any new orders after the termination date specified in the notice. Any termination must not affect projects that are in progress at the time the cancellation is received by the AEPA Member Agency. Vendor Partner must be entitled to receive just and equitable compensation in accordance with applicable contract pricing for work in progress, work completed, and materials accepted before the effective date of the cancellation. The Vendor Partner will not be reimbursed for any anticipated profit. The AEPA Member Agency reserves the right to cancel, or suspend the use thereof, any contract resulting from this solicitation if the Vendor Partner files for bankruptcy protection or is acquired by an independent third party. Vendor Partner may cancel this contract upon written notice to the AEPA Member Agency prior to the intended termination date (or on the yearly anniversary of the solicitation). Any termination must not affect projects that are in progress at the time the cancellation is received by the AEPA Member Agency.

**Termination for Default:** If either party is in default under this contract, it must have an opportunity to cure the default within the time indicated (ten business days in most states) after it is given written notice of default by the other party, specifying the nature of the default. Upon receipt of the notice of default, the defaulting party must have ten business days to provide a satisfactory response to the AEPA Member Agency. Failure on the part of the defaulting party to adequately address all issues of concern may result in contract termination. If the default is not cured within the time specified in the notice of default, the non-defaulting party must have the right, in addition to all other remedies at law or equity, to immediately terminate this contract. Failure to complain of any action, non-action or default under this Agreement must not constitute a waiver of any of the parties' rights hereunder. The AEPA Member Agency reserves the right to terminate this contract, or any part hereof, for cause in the event of any default by the Vendor

Partner, or if the Vendor Partner fails to comply with any contract terms and conditions, or fails to provide the AEPA Member Agency, upon request, with adequate assurances of future performance. In the event of termination for cause, the AEPA Member Agency must not be liable to the Vendor Partner for any amount for supplies or services not accepted, and the Vendor Partner must be liable to the AEPA Member Agency or any Participating Entity for any and all rights and remedies provided by law. If it is determined that the AEPA Member Agency improperly terminated this contract for default, such termination must be deemed a termination for convenience. The AEPA Member Agency will issue written notice to the Vendor Partner for acting or failing to act in any of the following:

1. The Vendor Partner provides material that does not meet the specifications of the contract;
2. The Vendor Partner fails to adequately perform the services set forth in the specifications of the contract;
3. The Vendor Partner fails to complete the work required or to furnish the materials required within a reasonable amount of time;
4. The Vendor Partner fails to make progress in the performance of the contract and/or gives the AEPA Member Agency reason to believe that the Vendor Partner will not or cannot fulfil the requirements of the contract;
5. The Vendor Partner fails to extend lower pricing that has been offered to another customer or cooperative that has equal or lesser volume.
6. The Vendor Partner fails to observe any of the terms and conditions of the contract;
7. The Vendor Partner fails to follow the established procedure for purchase orders, invoices, and receipt of funds as stipulated by the AEPA Member Agency.

**Termination for Non-Appropriation:** Any individual Buyer's procurement/contract covered by this solicitation and executed in accordance with the resulting contract may be terminated if insufficient appropriations and/or authorizations do not exist due to changes in state or federal law, or because of a court order, or because of insufficient appropriations made available to the Buyer's governing board and/or its State Legislature. Such termination will be affected by sending fifteen (15) days' written notice to the Vendor Partner. The Buyer's decision as to whether sufficient appropriations and authorizations are available must be accepted by the Vendor Partner and must be final.

**Title and Risk of Loss:** The title and risk of loss of material or service must not pass to the Buyer purchasing the material or services until it receives the material or service at the point of delivery unless otherwise provided within this document.

**Trade-in Equipment:** Equipment for trade-in must be dismantled by the Vendor Partner and removed at its expense. The conditions of the trade-in equipment at the time it is turned over to the Vendor Partner must be the same as when the original agreement was made, except as affected by normal wear and tear from use between the time of the solicitation and the trade-in. Values placed on trade-in products are between the Buyer purchasing the new unit and the Vendor Partner.

**Vendor Partner:** Respondent who has been approved and awarded a contract for the delivery of construction, tangible personal property, supplies, or services in response to this solicitation.

**Vendor Partner Contact:** Vendor Partner will designate one individual who will represent them to AEPA, and its AEPA Member Agencies during the contract period. This contact person will correspond with each AEPA Member Agency for technical assistance, problems, or questions that may arise. If other staff, distributors and/or independent Vendor Partners will be performing the sales or support functions for different geographical areas (states), Vendor Partner must include instructions and contact information that can be distributed to AEPA Member Agencies upon approval of this bid.

**Warranty:** Vendor Partner warrants that all commodities, supplies, materials, equipment, software, and service delivered under this contract must conform to the specifications of this contract. All items should carry a warranty equal to the intended life cycle or a minimum manufacturer's warranty that includes parts and labor unless otherwise specified in the category specifications. The manufacturer has the primary responsibility to honor a manufacturer's warranty; a distributor or dealer agrees to assist the purchaser to reach a solution in a dispute with the manufacturer over a warranty's terms. Any extended manufacturer's warranty will be passed on to the Buyer. For example, if a voice board has a three-year warranty, but the board is in a turnkey system that has a one-year warranty, the voice board's three-year warranty must be honored by the manufacturer and the Vendor Partner. All extended warranties must be passed on, without exception. If upon discovery, the Vendor Partner charges a Buyer for a replacement part that the Vendor Partner actually received at no cost under a warranty, the Vendor Partner will rebate the amount billed and the Buyer reserves the right to cancel the contract.



## Part E – Signature Forms

AEPA 026-F

EMS Supplies and Equipment

### Instructions

Contained herein are forms that **require a signature** from an authorized person at your company. All items found within this document are **mandatory**. Failure to sign the required areas, sections, or signature lines may lead AEPA to consider your company’s proposal as **non-responsive**.

To submit the required signed forms, follow these steps:

1. Read the documents in their entirety.
2. Complete all forms and sign when required.
3. Return the forms and pages in their correct order and scan one (1) single PDF format titled “Part E – Signature Forms – Name of Responding Company” (i.e. one PDF document for all signature forms).
4. Submit Part E, along with other required documents in Bonfire/Euna Procurement.

The following sections will need to be completed prior to submission as **one (1), single PDF** titled “Part E – Signature Forms – Name of Responding Company”.

[Uniform Guidance “EDGAR” Certification Form](#) – \*signature required

[Solicitation Affidavit](#) – \*signature required

[Acceptance of Solicitation & Contract](#) – \*signature required

## Uniform Guidance “EDGAR” Certification Form

### 2 CFR Part 200

When a purchasing agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200, referred to as the “Uniform Guidance” or new “EDGAR”. All Respondents submitting proposals must complete this EDGAR Certification form regarding the Respondent’s willingness and ability to comply with certain requirements, which may apply to specific agency purchases using federal grant funds.

For each of the items below, the Respondent will certify its agreement and ability to comply, where applicable, by having the Respondent’s authorized representative check, initial the applicable boxes, and sign the acknowledgment at the end of this form. If a Respondent fails to complete any item of this form, AEPA will consider and may list the response, as the Respondent is unable to comply. A “No” response to any of the items below may influence the ability of a purchasing agency to purchase from the Respondent using federal funds.

#### 1. Violation of Contract Terms and Conditions

Provisions regarding Respondent default are included in AEPA’s terms and conditions. Any contract award will be subject to such terms and conditions, as well as any additional terms and conditions in any purchase order, ancillary agency contract, or construction contract agreed upon by the Respondent and the purchasing agency, which must be consistent with and protect the purchasing agency at least to the same extent as AEPA’s terms and conditions. The remedies under the contract are in addition to any other remedies that may be available under law or in equity.

#### 2. Termination for Cause of Convenience

For a participating agency purchase or contract in excess of \$10,000 made using federal funds, you agree that the following term and condition shall apply:

The participating agency may terminate or cancel any purchase order under this contract at any time, with or without cause, by providing seven (7) business days in advance written notice to the Respondent. If this agreement is terminated in accordance with this paragraph, the participating agency shall only be required to pay Respondent for goods and services delivered to the participating agency prior to the termination and not otherwise returned in accordance with the Respondent’s return policy. If the participating agency has paid the Respondent for goods and services provided as the date of termination, Respondent shall immediately refund such payment(s).

If an alternate provision for termination of a participating agency’s purchase for cause and convenience, including how it will be affected and the basis for settlement, is in the participating agency’s purchase order, ancillary agreement or construction contract agreed to by the Respondent, the participating agency’s provision shall control.

#### 3. Davis Bacon Act

When required by Federal program legislation, Respondent agrees that, for all participating agency contracts for the construction, alteration, or repair (including painting and decorating) of public buildings or public works, in excess of \$2,000, Respondent shall comply with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, Respondent is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specific in a wage determination made by the Secretary of Labor. Also, Respondent shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at [www.wdol.gov](http://www.wdol.gov). Respondent agrees that, for any purchase to which this requirement applies, the award of the purchase to the Respondent is conditioned upon Respondent’s acceptance of wage determination.

Respondent further agrees that is shall also comply with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each construction completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled under his contract of employment, shall be defined under this titled or imprisoned not more than five (5) years, or both.

#### **4. Contract Work Hours and Safety Standards Act**

Where applicable, for all participating agency purchases in excess of \$100,000 that involve the employment of mechanics or laborers, Respondent agrees to comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, Respondent is required to compute the wages of every mechanic and laborer based on a standard workweek of 40 hours. Work in excess of the standard workweek is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the workweek. The requirements of the 40 U.S.C. 3704 applies to construction work and provides that no laborer or mechanic must be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchase of supplies, materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

#### **5. Right to Inventions Made Under a Contract or Agreement**

If the participating agency's federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or sub-recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experiments, developmental or research work under the "funding agreement," the recipient or sub-recipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

#### **6. Clean Air Act and Federal Water Pollution Control Act**

Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended, contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). When required, Respondent agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

#### **7. Debarment and Suspension**

Debarment and Suspension (Executive Orders 12549 and 12689), a contract award (see 2 CFR 180.222) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3 CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM exclusions contain the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Respondent certifies that the Respondent is not currently listed and further agrees to immediately notify AEPA and all participating agencies with pending purchases or seeking to purchase from the Respondent if Respondent is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under state statutory or regulatory authority other than Executive Order 12549.

#### **8. Byrd Anti-Lobbying Amendment**

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352), Respondents that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that take place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

## **9. Procurement of Recovered Materials**

For participating agency purchases utilizing Federal funds, Respondent agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may require to confirm estimates and otherwise comply. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

## **10. Profit as a Separate Element of Price**

For purchases using federal funds in excess of \$150,000, a participating agency may be required to negotiate profit as a separate element of the price. See 2 CFR 200.323(b). When required by a participating agency, Respondent agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, Respondent agrees that the total price, including profit, charged by the Respondent to the participating agency shall not exceed the awarded pricing, including any applicable discount, under the Respondent's contract with AEPA.

## **11. General Compliance with Participating Agencies**

In addition to the foregoing specific requirements, Respondent agrees, in accepting any purchase order from a participating agency, it shall make a good faith effort to work with a participating agency to provide such information and to satisfy requirements as may apply to a particular purchase or purchases including, but not limited to, applicable record keeping and record retention requirements as noted in the Federal Acquisition Regulation, FAR 4.703(a).

## **12. Governing Law; Forum Selection.**

Respondent acknowledges and agrees that any legal action or proceeding in which the Association of Educational Purchasing Agencies, Inc. ("AEPA"), is a party, that in any way relates to this solicitation, any contract award or the services provided thereunder, any other document executed in connection herewith, or for recognition and enforcement of any judgment in respect hereof brought by Respondent, a participating agency, or other party hereto, or its successors or assigns, will be governed by, construed and interpreted by the laws of the Commonwealth of Kentucky, and must be brought and determined in the state courts of the Commonwealth of Kentucky in Warren County, Kentucky, or the United States Western District of Kentucky (and may not be brought or determined in any other forum or jurisdiction), and each party hereto submits with regard to any action or proceeding for itself and in respect of its property, generally and unconditionally, to the sole and exclusive jurisdiction of the aforesaid courts and waives any further objection.

Respondent further acknowledges and agrees that any legal action or proceeding in which a party includes a participating agency, but does not include AEPA as a party, that in any way relates to this solicitation, any contract award or the services provided thereunder, any other document executed in connection herewith, or for recognition and enforcement of any judgment in respect hereof brought by Respondent, a participating agency, or other party hereto, or its successors or assigns, will be governed by, construed and interpreted by the laws of the state in which the participating agency is domiciled, and must be brought and determined in the state in which the participating agency is domiciled (and may not be brought or determined in any other forum or jurisdiction), and each party hereto submits with regard to any action or proceeding for itself and in respect of its property, generally and unconditionally, to the sole and exclusive jurisdiction of the aforesaid courts and waives any further objection.

By initialing the table (1-12) and signing below, I certify that the information in this form is true, complete and accurate and I am authorized by my business to make this certification and all consents and agreements contained herein.

Respondent Certification (By Item)	<u>Respondent Certification:</u> YES, I agree	Initial
1. Violation of Contract Terms and Conditions		
2. Termination for Cause of Convenience		
3. Davis-Bacon Act		
4. Contract Work Hours and Safety Standards Act		
5. Right to Inventions Made Under a Contract or Agreement		
6. Clean Air Act and Federal Water Pollution Control Act		
7. Debarment and Suspension		
8. Byrd Anti-Lobbying Amendment		
9. Procurement of Recovered Materials		
10. Profit as a Separate Element of Price		
11. General Compliance with Participating Agencies		
12. Governing Law; Forum Selection.		

\_\_\_\_\_  
Name of Business

\_\_\_\_\_  
Signature of Authorized Representative

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

\_\_\_\_\_  
Date

# Solicitation Affidavit

**Instructions:** This form must be signed by the business's authorized representative and notarized below. If awarded, the Respondent is required to produce a copy of this document for each Member Agency with which it contracts.

1. The undersigned, is duly authorized to represent the persons, business and corporations joining and participating in the submission of the foregoing bid (such persons, business and corporations hereinafter being referred to as the Respondent), being duly sworn, on his/her oath, states that to the best of his/her belief and knowledge no person, business or corporation, nor any person duly representing the same joining and participating in the submission of the foregoing bid, has directly or indirectly entered into any agreement or arrangement with any other Respondents, or with any official of the **Member Agency**, or any employee thereof, or any person, business or corporation under contract with the **Member Agency** whereby the Respondent, in order to induce the acceptance of the foregoing bid by the **Member Agency**, has paid, or is to pay to any other Respondent, or to any of the aforementioned persons, anything of value whatever, and that the Respondent has not, directly nor indirectly entered into any arrangement, or agreement, with any other Respondent or Respondents which tends to or does lessen or destroy free competition in the letting of the contract sought for by the foregoing bid.
2. This is to certify that the Respondent, or any person on his/her behalf, has not agreed, connived, or colluded to produce a deceptive show of competition in the manner of the bidding, or award of the referenced contract.
3. This is to certify that neither I, nor to the best of my knowledge, information and belief, the Respondent, nor any officer, director, partner, member or associate of the Respondent, nor any of its employees directly involved in obtaining contracts with the **Member Agency**, or any subdivision of the state has been convicted of false pretenses, attempted false pretenses, or conspiracy to commit false pretenses, bribery, attempted bribery or conspiracy to bribe under the laws of any state or federal government for acts or omissions after January 1, 1985.
4. This is to certify that the Respondent or any person on his behalf has examined and understands the terms, conditions, the scope of work and specifications, and other documents of this solicitation and that any and all exceptions have been noted in writing and have been included with the bid submittal.
5. This is to certify that if awarded a contract, the Respondent will provide the equipment, commodities, and/or services to members and affiliate members of the Agency in accordance with the terms, conditions, the scope of work and specifications and other documents of this solicitation in the following pages of this bid.
6. This is to certify that the Respondent is authorized by the manufacturer(s) to sell all proposed products on a national basis.
7. This is to certify that we have completed, reviewed, approved, and have included all information that is required of these bid forms.

---

Authorized Representative (Please print or type)

Mailing Address

---

Title (Please print or type)

City, State, Zip

---

Signature of Authorized Representative

Date

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

SUBSCRIBED AND SWORN TO before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by  
\_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
My Commission expires: \_\_\_\_\_  
Notary ID: \_\_\_\_\_



# Acceptance of Solicitation & Contract

**Instructions:** PART I of this form is to be completed by the Respondent and signed by its Authorized Representative. PART II will be completed by the AEPA Member Agency only upon the occasion of the bid award. If approved by AEPA, the Member Agency will provide a copy of the document to the Respondent.

## PART I: RESPONDENT

In compliance with the Published Solicitation (IFB OR RFP), the undersigned warrants that I/we have examined all Instructions to Respondents, associated documents, and being familiar with all of the conditions of the solicitation, hereby offer and agree to furnish all labor, materials, supplies, and equipment incurred in compliance with all terms, conditions, specifications, and amendments associated with this IFB OR RFP and any written exceptions to the bid. The signature also certifies understanding and compliance with the certification requirements of the AEPA Member Agency's Terms and Conditions and/or Special Terms and Conditions. The undersigned understands that their competence, ability, capacity and obligations to offer and provide the proposed tangible personal property, professional services, construction services, and other services on behalf of the Vendor Partner as well as other factors of interest to the AEPA Member Agency as stated in the evaluation section, will be a consideration in making the award.

<b>Business Name</b>	_____	<b>Date</b>	_____
<b>Address</b>	_____	<b>City, State Zip</b>	_____
<b>Contact Person</b>	_____	<b>Title</b>	_____
<b>Authorized Signature</b>	_____	<b>Title</b>	_____
<b>Email</b>	_____	<b>Phone</b>	_____

## PART II: AWARDING MEMBER AGENCY

Your bid response for the above-identified bid is hereby accepted. As a Vendor Partner, you are now bound to offer and provide the products and services identified within this solicitation, your response, and approved by AEPA, including all terms, conditions, specifications, exceptions, and amendments. As a Vendor Partner, you are hereby not to commence any billable work or provide any products or services under this contract until an executed purchase order is received from the AEPA Member Agency or Participating Entities. This contract intends to constitute the final and complete agreement between the AEPA Member Agency and Vendor Partner, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall bind any of the parties hereto. No change or modification of this contract shall be valid unless in writing and signed by both parties to this contract. If any provision of this contract is deemed invalid or illegal by any appropriate court of law, the remainder of this contract shall not be affected thereby. The initial term of this contract shall be for up to fifteen (15) months and will commence on the date indicated below and continue until February 28, 2027 unless terminated, canceled, or extended. By mutual written agreement the contract may be extended for three (3) additional 12-month periods after this initial contract term. In the event the AEPA Board does not recommend renewal of the contract, or the contract expires, it may be extended for up to six (6) months by an AEPA state.

**Awarding Agency** \_\_\_\_\_

**Authorized Representative** \_\_\_\_\_

**Authorized Signature** \_\_\_\_\_

<b>Awarded this</b>	<b>day of</b>	<b>Contract Number</b>
<b>Contract to commence-check one</b>		
<b>(Member Agency to select)</b>	<input type="checkbox"/> 3/1/2026	<input type="checkbox"/> Or



**Part F.1 – Catalog Discount for Items in a Commercially Available Catalog**

**AEPA #026-F - EMS SUPPLIES AND EQUIPMENT**

**Bidding Company Name:**

**Name of Catalog:**

Note: Groupings to be defined by Bidder and can be by sub-category, manufacturer, etc. See further instructions in Pricing section in Part A.

**Part F.1 is a REQUIRED FORM**

No.	Grouping of Discount	Discount Offered for	Comments
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*If more categories are needed, add a new tab with similar formatting.*



## Submission Instructions for Suppliers

**Instructions:** Utilize the checklist below, reviewing to confirm that all the required documents have been uploaded to Bonfire/Euna Procurement, in their **specified/required format**, by the due date and time listed for this solicitation.

**Submissions not following the specified/required format may result in being marked non-responsive and may not be considered for evaluation.** Respondents are reminded that failure to follow, comply with, and adhere to the enclosed instructions of this solicitation may result in their response being deemed non-responsive. AEPA, its Member Agencies, affiliate agencies, and authorized representatives are not responsible for bid proposals that are incomplete, unreadable, or received after the solicitation deadline submission date.

Please follow these instructions to submit via our Bonfire/Euna Procurement portal.

### 1. Prepare your submission materials:

#### Requested Information

Name	Type	# Files	Requirement	Instructions
Bid Bond (Bid Bond Security Document)	File Type: PDF (.pdf)	1	If Required, as indicated at the top of Part A	The original bid security must be received by EducationPlus by the due date and time. See Part A.
New Jersey State Specific Documents	File Type: PDF (.pdf)	Multiple	Optional	
Exceptions & Deviations	File Type: PDF (.pdf)	1	Required	



AEPA Part D Questionnaire	Questionnaire: Excel (.xlsx)	1	Required	You will need to fill out the provided Response Template for this Questionnaire. The Response Template can be downloaded from the project listing on the Bonfire/Euna Procurement portal.
Part E Signature Forms	File Type: PDF (.pdf)	1	Required	
Part F Discount Pricing Workbook	File Type: Excel (.xls, .xlsx)	1	Required	
Exhibit A - Marketing Plan	File Type: PDF (.pdf)	1	Required	
Service Coverage Maps/Options for Participating Members (if applicable)	File Type: Any (.csv, .pdf, .xls, .xlsx, .ppt, .pptx, .bmp, .gif, .jpeg, .jpg, .jpe, .png, .tiff, .tif, .txt, .text, .rtf, .doc, .docx, .dot, .dotx, .word, .dwg, .dwf, .dxf, .mp3, .wav, .avi, .mov, .mp4, .mpeg, .wmv, .zip)	Multiple	Optional	



<p>I acknowledge that I have downloaded all supporting documentation #1-4, along with my corresponding category documentation.</p>	<p>Data Type: Yes/No</p>	<p>N/A</p>	<p>Required</p>	
<p>I acknowledge that all products and services submitted with this response conform to the specifications outlined in Part A - Specifications</p>	<p>Data Type: Yes/No</p>	<p>N/A</p>	<p>Required</p>	
<p>Supporting Information</p>	<p>File Type: Any (.csv, .pdf, .xls, .xlsx, .ppt, .pptx, .bmp, .gif, .jpeg, .jpg, .jpe, .png, .tiff, .tif, .txt, .text, .rtf, .doc, .docx, .dot, .dotx, .word, .dwg, .dwf, .dxf, .mp3, .wav, .avi, .mov, .mp4, .mpeg, .wmv, .zip)</p>	<p>Multiple</p>	<p>Optional</p>	



### **Requested Documents:**

Please note the type and number of files allowed. The maximum upload file size is 1000 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

### **Requested Data:**

Please note that text fields have a limit of 2000 characters. We recommend you prepare your responses in advance to ensure they fit within the length restrictions. Learn more about Requested Data at the [Bonfire Help Center](#).

### **Requested Questionnaires:**

The Questionnaire Response Templates can be obtained by clicking on the appropriate Open Public Opportunities at <https://aepacoop.bonfirehub.com/opportunities/>

Please note that Questionnaires may take a significant amount of time to prepare.

## **2. Upload your submission at:**

<https://aepacoop.bonfirehub.com/opportunities/>

You will not be able to prepare a submission unless you submit 'Yes' for your Intent to Bid by **September 16, 2025 1:30 PM EST.**

The Question period for this opportunity starts July 31, 2025 1:00 PM EST. The Question period for this opportunity ends August 29, 2025 6:00 PM EST. You will not be able to send messages after this time.

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **September 16, 2025 1:30 PM ET.** We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before Closing Time to begin the uploading process and to finalize your submission.



### **Important Notes:**

- Each item of Requested Information will only be visible to AEPA after the Closing Time.
- Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.
- You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.
- Minimum system requirements: Microsoft Edge, Google Chrome, or Mozilla Firefox. Javascript must be enabled. Browser cookies must be enabled.

### **Need Help?**

Association of Educational Purchasing Agencies (AEPA) uses a Bonfire/Euna Procurement portal for accepting and evaluating proposals digitally. Please contact Bonfire/Euna Procurement by email at [support.bonfire@eunasolutions.com](mailto:support.bonfire@eunasolutions.com) for technical questions related to your submission. You can also visit their help forum at <https://customer.eunasolutions.com/public/s/knowledge-base/bonfire-hub>



## 026 Public File – Solicitation Event Information

026 Public File – Solicitation Event Information			
Solicitation Release Date	Bonfire	Posting date for the Opportunity	July 31, 2025 1:00 PM Eastern
Voluntary Pre-Bid Conference Call- <b>All Categories</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBuVwDgqWERkUv-acCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBuVwDgqWERkUv-acCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 11:00 AM Eastern
Voluntary Pre-Bid Conference Call- <b>Furniture</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBuVwDgqWERkUv-acCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBuVwDgqWERkUv-acCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 12:30 PM Eastern
Voluntary Pre-Bid Conference Call- <b>Health &amp; Wellness</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBuVwDgqWERkUv-acCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBuVwDgqWERkUv-acCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 1:00 PM Eastern

Voluntary Pre-Bid Conference Call- <b>LED Lighting</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 1:30 PM Eastern
Voluntary Pre-Bid Conference Call- <b>Technology Catalog</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 2:00 PM Eastern
Voluntary Pre-Bid Conference Call- <b>Student Transportation Vehicles</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 2:30 PM Eastern
Voluntary Pre-Bid Conference Call- <b>Emergency Response Supplies &amp; Equipment</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 3:00 PM Eastern
Voluntary Pre-Bid Conference Call- <b>HVAC Equipment &amp; Installation</b>	Zoom	Join Zoom Meeting: <a href="https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1">https://us06web.zoom.us/j/81233120395?pwd=WBUvwDgqWERkUvacCaffaq9qP0s9aj.1</a> Meeting ID: 812 3312 0395 Passcode: 585895 Dial In Information: +1 564 217 2000 US	August 18, 2025 3:30 PM Eastern

Questions Due Date	Bonfire	Deadline to submit question. Questions MUST be submitted via Bonfire	August 29, 2025 6:00PM Eastern
Intent to Bid Due Date	Bonfire	Deadline to indicate your intent to bid.	September 16, 2025 1:30 PM Eastern
Close Date	Bonfire	Deadline for Submittals via Bonfire	September 16, 2025 1:30 PM Eastern
Opening Record	<a href="http://www.aepacoop.org">www.aepacoop.org</a>	Opening Record posted on the AEPA website	September 17, 2025
AEPA Approval of Offers	AEPA Winter Meeting (Colorado Springs, CO)	Recommendation of awards for AEPA Board Acceptance	December 1-3, 2025
Contracts	NA	Contracts sent to members, to be signed and sent to approved vendors (see Part A-Instructions and Specifications for list of participating members)	After December 3, 2025



## Exceptions & Deviations

AEPA 026-F

EMS Supplies and Equipment

### Instructions

Use this form to submit any Exceptions or Deviations to any terms and conditions requested in this solicitation. Please use the numbering system in the solicitation to refer to the term or condition for which you are providing alternative language (you must provide alternative language, not simply reference to an item you do not agree to) AEPA reserves the right to accept, deny, or negotiate terms and conditions acceptable to both parties. If you have no Exceptions or Deviations, mark the "No" box in the appropriate space below with an "X".

**This is a REQUIRED form that must be submitted with your response.**

### Company Information

Name of Company:

---

Company Address:

---

City, State, zip code:

---

---

Title:

---

Phone:

---

Email:

---

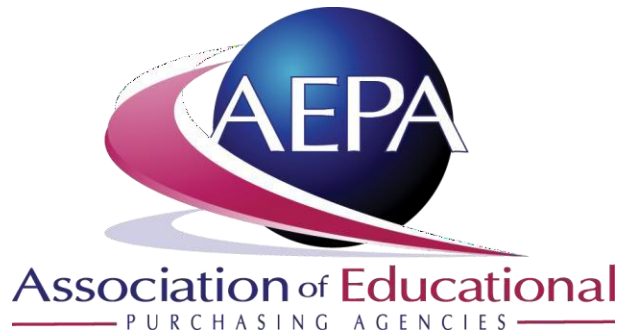
# Exceptions & Deviations

**Instructions:**

1. Mark “No” or “Yes” with an “X” below.
2. If “yes” is marked with an “X” below, insert answers into the form shown below, providing narrative explanations of exceptions. *(To insert more rows, hit the tab key from the last field in the last row and column.)*
3. If adding pages, the company name and identifying information as to which item the response refers must appear on each page.
4. Exceptions and Deviations to local, state or federal laws cannot be accepted under this solicitation.

	<b>No</b> , this respondent does not have exceptions to the Terms and Conditions or Specifications incorporated in Parts A and/or B of this solicitation.
	<b>Yes</b> , this respondent has the following exceptions to the Terms and Conditions or Specifications incorporated in Parts A and/or B of this solicitation.

Document Name	Section Name, Page Number, & Outline Number	Term and Condition or Specification	Exception or Deviation Alternative Language



026 Pre-Solicitation Vendor Call

August 18, 2025

[General Meeting Recording](#)

[PowerPoint Slides](#)

[026-F EMS Supplies & Equipment Recording](#)

## 026F EMS Supplies and Equipment Notified Vendors

### Vendor Organization

SenoPro LLC  
DiaMedical USA Equipment LLC  
SOUTHERNBELLE ROOM, LLC  
ZOLL Medical Corporation  
Medline Industries, LP  
BVH MARKETING  
The Design Lab  
Unipak Corp.  
Interboro Packaging  
Johnson Controls Inc.  
Jonah's Enterprises Inc.  
School Health Corporation  
Brown & Bigelow, Inc  
Public Consulting Group LLC  
Medco Sports Medicine  
McKesson Medical-Surgical Government Solutions LLC  
EAI Education  
Spark Innovations  
Triga Fire Solutions LLC  
Strategic Government Resources  
Vendor  
Techbundle  
IconXChange, LLC  
Westco Rental LLC  
FUNDING matters Inc.  
All Points Media LLC  
S&P Controls & Rebuild  
Qultek Consultants, Inc.  
Assura, Inc.  
D&D Fleet & Auto Service LLC  
Green Leaf Procurement  
NUH Janitorial Company LLC  
GenSigma LLC.  
Northern Inspection Services  
1digit  
Light As Air Boats  
Ed M. Feld Equipment Co., Inc. DBA Feld Fire  
Bridge The Gap Sped, LLC  
Jackson Movers  
Security & Safety Associates of Louisiana LLC  
Sacriste Empire Ai Professional Technology Services

### Email

senoprotx@gmail.com  
tstolla@diamedicalusa.com  
info@SouthernBelleRoom.com  
bids@zoll.com  
govbids@medline.com  
zc@medicalmega.com  
Lizie@TheOriginalDesignLab.com  
customercare@unipakcorp.net  
tstein@interboropackaging.com  
danny.greeson@jci.com  
jonahs.enterprises@gmail.com  
bids@schoolhealth.com  
mryba@brownandbigelow.com  
bids@pcgus.com  
medcosalesupport@medcosupply.com  
bid@mckesson.com  
sales@eaieducation.com  
sales@thesparkinnovations.com  
elali@naffcousa.com  
rfp@governmentresource.com  
brian.vansickle@quadbridge.com  
dan.drake@techbundle.com  
michael@iconxchange.io  
westcorental@gmail.com  
wpetruck@fundingmatters.com  
jeffg@allpointssco.com  
spcontrolsrebuild@yahoo.com  
tkhurshid@aol.com  
karen.cole@assurainc.com  
dana@ddfleetservice.com  
jennifer@greenleafprocurement.com  
nadeem\_majid@yahoo.com  
rfp@gensigma.com  
admin@nismidwest.com  
jgeiling@1digit.nyc  
andi@lightasairboats.com  
john@feldfire.com  
monique@bridgethegapsped.com  
info@mymovingsupport.com  
revere@ssala.us  
csdunn@sacristempire.com

### Date Last Recommended

Sep 16, 2025 4:43 AM  
Sep 16, 2025 11:39 AM  
Sep 16, 2025 11:34 AM  
Sep 16, 2025 10:33 AM  
Sep 16, 2025 4:24 AM  
Sep 16, 2025 7:22 AM  
Sep 16, 2025 11:26 AM  
Sep 16, 2025 11:50 AM  
Sep 16, 2025 11:01 AM  
Sep 16, 2025 8:11 AM  
Sep 16, 2025 8:02 AM  
Sep 16, 2025 7:25 AM  
Sep 16, 2025 7:20 AM  
Sep 16, 2025 5:53 AM  
Aug 27, 2025 5:49 AM  
Sep 16, 2025 5:07 AM  
Sep 16, 2025 4:50 AM  
Sep 16, 2025 3:56 AM  
Aug 01, 2025 2:14 AM  
Aug 01, 2025 2:13 AM  
Aug 01, 2025 2:13 AM  
Aug 01, 2025 2:13 AM  
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Aug 01, 2025 2:12 AM  
Aug 01, 2025 2:12 AM  
Aug 01, 2025 2:12 AM  
Aug 01, 2025 2:12 AM  
Aug 01, 2025 2:12 AM

Simarn, LLC	GARY.FEZZEY@SIMARN.COM	Aug 01, 2025 2:12 AM
Safe Havens International, Inc.	phuong@weakfish.org	Aug 01, 2025 2:12 AM
ATA Services, Inc.	pharrod@ataservices.net	Aug 01, 2025 2:12 AM
Megastar HR	beca@megastarhr.com	Aug 01, 2025 2:12 AM
Pearl Interactive Network	mantwine@pinsourcing.com	Aug 01, 2025 2:12 AM
Optimal Solutions Group	procurement@optimalsolutionsgroup.com	Aug 01, 2025 2:12 AM
JobSite Diesel Repair	sales@jobsitediesel.com	Aug 01, 2025 2:12 AM
3Core Systems, Inc	navin.kandula@3coresystems.com	Aug 01, 2025 2:12 AM
The Supply Biz	info@thesupplybiz.com	Aug 01, 2025 2:12 AM
Onebridge Support Services LLC	anita@onebridgecenter.com	Aug 01, 2025 2:12 AM
D2D IT Services LLC	szahid@d2dis.com	Aug 01, 2025 2:12 AM
University of Cincinnati Economics Center	b.evans@uc.edu	Aug 01, 2025 2:12 AM
Publicus	clacatusu@public-us.com	Aug 01, 2025 2:12 AM
RCS Excavation, Inc.	jboak@rcsexcavation.com	Aug 01, 2025 2:12 AM
SCRIBEDOC.COM, IN C	sandy@scribedoc.com	Aug 01, 2025 2:12 AM
Vendor	michael.ongkiko@nfp.com	Aug 01, 2025 2:12 AM
Southwind Marketing Group	Damien@southwindmarketing.com	Aug 01, 2025 2:12 AM
Sentinel Supply	Josh@ctcgunworks.com	Aug 01, 2025 2:12 AM
COAL HARBOUR MECHANICAL LTD	tyler.ohm@chm.ca	Aug 01, 2025 2:12 AM
EC Technology Consulting Services LLC	mcouncil@eccybersecurity.com	Aug 01, 2025 2:12 AM
InServ Corp	sales@inserv.org	Aug 01, 2025 2:12 AM
Imprint Penny LLC	bids@imprintpenny.com	Aug 01, 2025 2:12 AM
Let the Beat Build	rlopez@letthebeatbuild.me	Aug 01, 2025 2:12 AM
GardaWorld Security Services	renee.campbell@garda.com	Aug 01, 2025 2:12 AM
Freedom Commercial Services	jvetzel@goarmstrong.com	Aug 01, 2025 2:12 AM
Kijero LLC	fed@kijero.com	Aug 01, 2025 2:12 AM
A-1 Automotive Equipment Repair	breceer@a1automotiveequipment.com	Aug 01, 2025 2:12 AM
Vendor	tony@bmpcomp.com	Aug 01, 2025 2:11 AM
APC BILLING	info@apcbilling.com	Aug 01, 2025 2:11 AM
GEM Car Sales and Service, LLC	cade@gemnev.com	Aug 01, 2025 2:11 AM
Marrero Armor LLC	stacie@marreroarmor.com	Aug 01, 2025 2:11 AM
Bioquintex Solutions	sherry.east@bioquintex.com	Aug 01, 2025 2:11 AM
RT Solutions Group LLC.	admin@rtsolutionsgrp.com	Aug 01, 2025 2:11 AM
Joint Force Contracting	bill@jfcus.com	Aug 01, 2025 2:11 AM
One Stop Mobile Technology Specialist & Communications, LLC	onestopmobileservice@outlook.com	Aug 01, 2025 2:11 AM
Border Industrial Solutions LLC	luis.sosa@borderindustrialsolutions.com	Aug 01, 2025 2:11 AM
UNIFOREX INTERNATIONAL GROUP LLC	gerardo.torres@uniforexglobal.com	Aug 01, 2025 2:11 AM
Fluxus USA	angel@fluxusmg.com	Aug 01, 2025 2:11 AM
Web Wizards	chad@webwizards.ca	Aug 01, 2025 2:11 AM
All City Communications	nmiller@allcitycom.com	Aug 01, 2025 2:11 AM
H & K Prints	info@hkprintsco.com	Aug 01, 2025 2:11 AM
Braden Business Systems, Inc.	JLOBRACO@BRADENONLINE.COM	Aug 01, 2025 2:11 AM
Choice-Telematics	Ryan.Clemons@Choice-telematics.com	Aug 01, 2025 2:11 AM
Globiser, Inc	cnipe@globiser.com	Aug 01, 2025 2:11 AM

ATTAC Consulting Group	busdevelopment@attaconsulting.com	Aug 01, 2025 2:11 AM
Sports Connection Gear	ronnie@sportsconnectiongear.com	Aug 01, 2025 2:11 AM
Impact Printing and Graphics LTD	claudia@impactprinting.biz	Aug 01, 2025 2:11 AM
Wingman63, LLC.	andi.poch@wingman63.com	Aug 01, 2025 2:11 AM
Next Structural Integrity Inc	janice.collins@nextsi.com	Aug 01, 2025 2:11 AM
Steve Lewey's Vendor	steve.lewey@beltmann.com	Aug 01, 2025 2:11 AM
ArborVista, LLC	bids@arborvista.com	Aug 01, 2025 2:11 AM
Dig 'N It Excavation LLC	DNIEX@YAHOO.COM	Aug 01, 2025 2:11 AM
S & J Business solutions Inc.	Sandjbsi@gmail.com	Aug 01, 2025 2:11 AM
Xperteks Computer Consultancy, Inc.	mvelez@xperteks.com	Aug 01, 2025 2:11 AM
Alletec Inc.	amian@alletec.com	Aug 01, 2025 2:10 AM
HIVOLT Advanced Inc.	andrew.Klinger@hva-inc.com	Aug 01, 2025 2:10 AM
Vendor	peter@graceyworks.com	Aug 01, 2025 2:10 AM
Vendor	Michael.Keegan@abm.com	Aug 01, 2025 2:10 AM
Citronway	gokocha@citronway.com	Aug 01, 2025 2:10 AM
Make Stuff Move Inc.	sourcing@makestuffmove.com	Aug 01, 2025 2:10 AM
Surefox	matthew.reeser@surefox.com	Aug 01, 2025 2:10 AM
Vega Procurement Solutions Group, LLC	avega@vegaprocur.com	Aug 01, 2025 2:10 AM
Lab Pro Inc	silvia@labproinc.com	Aug 01, 2025 2:10 AM
Ward Companies, LLC.	wward219@gmail.com	Aug 01, 2025 2:10 AM
bond & bond auctioneers	sales@bondauctioneers.com	Aug 01, 2025 2:10 AM
Maribel Martinez Consulting	maribel@maribelmartinezconsulting.com	Aug 01, 2025 2:10 AM
Waypoint-Global LLC	trey@waypoint-global.com	Aug 01, 2025 2:10 AM
R and J Services	rickrogers10@outlook.com	Aug 01, 2025 2:10 AM
Garner Paving and Construction LLC	garnerpaving@sbcglobal.net	Aug 01, 2025 2:10 AM
HV	hannah.vdbg@gmail.com	Aug 01, 2025 2:10 AM
Knight Restoration, LLC	l.thomason@knightcommercial.com	Aug 01, 2025 2:10 AM
MALAN BEST SECURITY INC	Info@malanbestsecurity.com	Aug 01, 2025 2:10 AM
Parking Company of America (PCA-KC)	procurement@parkwithpca.com	Aug 01, 2025 2:10 AM
Planting Seeds Academic Solutions	cjones@plantingseedstutoring.com	Aug 01, 2025 2:10 AM
Think Board	hello@think-board.com	Aug 01, 2025 2:10 AM
Primo Brands Corporation	mark.lenton@primobrands.com	Aug 01, 2025 2:10 AM
AV Cabling Contractors	gil@avcablingcontractors.com	Aug 01, 2025 2:10 AM
Precision Environmental Company	Deureka@precision-env.com	Aug 01, 2025 2:10 AM
Euna Solutions	rfp@questica.com	Aug 01, 2025 2:10 AM
144 Family Care	chichikakoma@gmail.com	Aug 01, 2025 2:10 AM
Xtreme Security & Fire	Extremesecurity@hotmail.com	Aug 01, 2025 2:10 AM
California	info@ubuntupsych.com	Aug 01, 2025 2:10 AM
Strong Solutions LLC	info@strongsolutionsutah.com	Aug 01, 2025 2:10 AM
GENSON ASG INDUSTRIES	JWSANCHEZ@GENSONASH.COM	Aug 01, 2025 2:10 AM
AG Marketing & Development Group Inc.	pratik@agmdgroup.com	Aug 01, 2025 2:10 AM
Vendor	amandar@newporttc.com	Aug 01, 2025 2:10 AM
Hunter Cattle Co	accounting@huntercattle.com	Aug 01, 2025 2:10 AM
New Jersey Fire Equipment Co.	info@njfe.com	Aug 01, 2025 2:10 AM

Transform Interactive	josie@transforminteractive.com	Aug 01, 2025 2:10 AM
West Coast Equipment & Safety Supply	sales@westcoastsafetysupply.com	Aug 01, 2025 2:10 AM
Industrial Applied Technologies	tbearden.iatluc@gmail.com	Aug 01, 2025 2:10 AM
Expanded Learning Academy	cgreen@expandedlearningacademy.com	Aug 01, 2025 2:10 AM
McConnell & Jones LLP	bharper@mjlm.com	Aug 01, 2025 2:10 AM
Baseline Telematics Inc.	pasavoie@baselinetelematics.com	Aug 01, 2025 2:10 AM
Direct Mop Sales, Inc.	mjulo@directmopsales.com	Aug 01, 2025 2:10 AM
SMART GROUP SYSTEMS	MICKEY@SMGSYSTEMS.NET	Aug 01, 2025 2:09 AM
Allied Strategic Solutions	bwinslow34@yahoo.com	Aug 01, 2025 2:09 AM
O'Shea Equipment Company	shamus@osheaequipment.com	Aug 01, 2025 2:09 AM
Patriot Supplies	jessica@patriotsuppliesllc.com	Aug 01, 2025 2:09 AM
YOSVENMA LLC	corderoenma@icloud.com	Aug 01, 2025 2:09 AM
Aquiyel Business Services	nijah@aquiyel.com	Aug 01, 2025 2:09 AM
Vendor	jennifer@perfectfitimage.com	Aug 01, 2025 2:09 AM
Argyle Build Inc.	maret@argyle.build	Aug 01, 2025 2:09 AM
Trackside Rentals & Construction LLC	tracksiderentals@yahoo.com	Aug 01, 2025 2:09 AM
Foresight Engineering and Technology	info@cleanconnects.com	Aug 01, 2025 2:09 AM
M8 Management LLC	twms@m8managementllc.com	Aug 01, 2025 2:09 AM
Liberty Home Health LLC dba Lab Pointe	support@labpointe.com	Aug 01, 2025 2:09 AM
nTech Workforce	sangeetha@ntechworkforce.com	Aug 01, 2025 2:09 AM
CMIT Solutions of Best Southwest Dallas County	klewis@cmitsolutions.com	Aug 01, 2025 2:09 AM
Avista Realtime Systems, LLC	Wshumaker@avistarealtime.com	Aug 01, 2025 2:09 AM
AlexiGen BioTech, LLC	jeffreyferguson@alexigen.com	Aug 01, 2025 2:09 AM
Accelerated Fleet Services	rbias@afsfleet.com	Aug 01, 2025 2:09 AM
The Voice Society	maria@thevoicesociety.com	Aug 01, 2025 2:09 AM
Vendor	Aprilsspringcleaningllc@gmail.com	Aug 01, 2025 2:09 AM
Fred's Award World	rose.freds@outlook.com	Aug 01, 2025 2:09 AM
MBI	justin.conroy@mbakerintl.com	Aug 01, 2025 2:09 AM
Enpramex distribution	mike@enpramex.com	Aug 01, 2025 2:09 AM
Octilion LLC	niket@thebillions.com	Aug 01, 2025 2:09 AM
Vendor	mike@baconcompanies.com	Aug 01, 2025 2:09 AM
MoogLe Canada Inc.	director@moogLe labs.com	Aug 01, 2025 2:09 AM
Hamilton Staffing Solutions	angela.h@hamiltonstaffingsolutions.com	Aug 01, 2025 2:09 AM
Spence Consulting Inc	william.spence@spenceconsultinginc.com	Aug 01, 2025 2:09 AM
Armadillo Photo Supply	rhernandez@armadillophoto.com	Aug 01, 2025 2:09 AM
Dependable Fire Equipment	vanessa@dependablefire.com	Aug 01, 2025 2:08 AM
Vendor	kloring@sunprint.com	Aug 01, 2025 2:08 AM
Say it with Style Promos and Custom Apparel	eugene@siwspromos.com	Aug 01, 2025 2:08 AM
Reliable Paper Inc	jimfaucette@reliablepaper.com	Aug 01, 2025 2:08 AM
LAZARO LEAL LANDSCAPING AND TREE SERVICES LLC	leallandscapingservices@yahoo.com	Aug 01, 2025 2:08 AM
Upfiv Designs Inc.	aurelia@upfiv.com	Aug 01, 2025 2:08 AM
<a href="https://totaloptim.com">https://totaloptim.com</a>	contact@totaloptim.com	Aug 01, 2025 2:08 AM
GovFirst	angel@govfirst.net	Aug 01, 2025 2:08 AM
Holt Texas, Ltd. (dba HOLT CAT)	francisco.valor@holtgrp.com	Aug 01, 2025 2:08 AM

K12 Computers	broadcast@k12computers.us	Aug 01, 2025 2:08 AM
Grind-Well LLC	info@grind-well.com	Aug 01, 2025 2:08 AM
Summitt Forests, Inc	summittforests@gmail.com	Aug 01, 2025 2:08 AM
IT Operational Strategies LLC, SDVO	Terry.stockholm@itops-llc.com	Aug 01, 2025 2:08 AM
Selrico Services Inc.	procurement@selricoservices.com	Aug 01, 2025 2:08 AM
Young Scholars Circle LLC/The Masterpiece Academy	krishnacart@youngscholarscircle.com	Aug 01, 2025 2:08 AM
Voyce Inc.	proposals@voyceglobal.com	Aug 01, 2025 2:08 AM
TELUS International	richard.bledsoe@telusinternational.com	Aug 01, 2025 2:08 AM
Amplify Systems Integration	dplatt@amplifysi.com	Aug 01, 2025 2:08 AM
Servi-Tek Facility Solutions	accounting.engineering@servi-tek.net	Aug 01, 2025 2:08 AM
Vendor	riccie.gargano@garda.com	Aug 01, 2025 2:08 AM
Bisco Health Inc	sam@biscohealth.com	Aug 01, 2025 2:08 AM
Carrier Enterprise	douglas.smyers@carrierenterprise.com	Aug 01, 2025 2:08 AM
Apex Site Services	admin@apexsites.com	Aug 01, 2025 2:08 AM
Guardian Safety and Supply LLC dba Enviro Safety Products	amaly@envirosafety.com	Aug 01, 2025 2:08 AM
Tribeca Builds, LLC	casey@tribecabuilds.com	Aug 01, 2025 2:08 AM
Dynamic Lifecycle Innovations	chines@thinkdynamic.com	Aug 01, 2025 2:08 AM
Vortex Solution inc.	karine.s@vortexsolution.com	Aug 01, 2025 2:08 AM
Generic Inc	pattwood@generic.com	Aug 01, 2025 2:08 AM
Citrus Advertising	sheila@citrusadv.com	Aug 01, 2025 2:08 AM
Competitive Edge Business Solutions	tdaniels@focalpointcoaching.com	Aug 01, 2025 2:08 AM
XyberMed Cooperation	ammaar@xybermed.com	Aug 01, 2025 2:08 AM
International Alliance Group	larry@iagusa.org	Aug 01, 2025 2:08 AM
BKTB Group Inc dba MC Austin	imoreno@mcaustin.com	Aug 01, 2025 2:08 AM
Rally, Inc.	bobby@rallyinc.com	Aug 01, 2025 2:08 AM
AMB Modulaire Inc	sylvainperrault@ambmodulaire.com	Aug 01, 2025 2:08 AM
Intercontinental Pharma Inc.	salesmed@intercontinentalpharma.com	Aug 01, 2025 2:08 AM
FCI Equipment	Garrett@fciequipment.com	Aug 01, 2025 2:08 AM
Edelwise Med Supply	snavish@edelwisems.com	Aug 01, 2025 2:08 AM
UnBoxed Solutions	robert@swg-unboxed.org	Aug 01, 2025 2:08 AM
VEscape Labs	info@vescapelabs.com	Aug 01, 2025 2:08 AM
Special Operations Aid & Rescue	alan@soarescue.com	Aug 01, 2025 2:08 AM
Trans Canada Forest Products	srubin@pftranscan.com	Aug 01, 2025 2:08 AM
Relannford Enterprises LLC	sandra@relannford.com	Aug 01, 2025 2:08 AM
Global Alliant	operations@globalalliantinc.com	Aug 01, 2025 2:08 AM
Unifirst First Aid + Safety	barry_joyce@unifirst.com	Aug 01, 2025 2:08 AM
Success by Design, Inc.	megan@successbydesign.com	Aug 01, 2025 2:08 AM
iTaylor Strategies LLC	merdochey@itaylorssolutions.com	Aug 01, 2025 2:07 AM
JM Brennan	dmolkentin@jmbrennan.com	Aug 01, 2025 2:07 AM
RInggold Telephone Company	ssawyer@rtctel.com	Aug 01, 2025 2:07 AM
Method4 Engineering	brian.goodridge@method4engineering.com	Aug 01, 2025 2:07 AM
Worldcast live Inc	peter.lewis@worldcastlive.com	Aug 01, 2025 2:07 AM
PJG Property Maintenance	pj-grevy@pjgpm.com	Aug 01, 2025 2:07 AM
Babb Technology Services Inc	Jonathonm@babbtech.com	Aug 01, 2025 2:07 AM

Elearning Studio	meet@elearning.studio	Aug 01, 2025 2:07 AM
Tino LLC	anastasia@tino.design	Aug 01, 2025 2:07 AM
Burgeon Analytics LLC	mails@burgeonanalytics.com	Aug 01, 2025 2:07 AM
L3Harris Technologies, Inc.	marilyn.brannan@l3harris.com	Aug 01, 2025 2:07 AM
FM Solutions LLC - Priority Payment Systems Houston	manan@ppshouston.com	Aug 01, 2025 2:07 AM
FP Property Restoration	steve@fprestoration.com	Aug 01, 2025 2:07 AM
Dodge Construction Network	Dodge.Bidding@construction.com	Aug 01, 2025 2:07 AM
RTC Manufacturing, Inc	tammy.obrien@rtc-traffic.com	Aug 01, 2025 2:07 AM
Kranz Body Co LLC	mike@kranzbody.com	Aug 01, 2025 2:07 AM
Stonehouse Drilling & Construction LLC	jhaywood@shdrilling.com	Aug 01, 2025 2:07 AM
SPECIALTY OPTICAL SYSTEMS DBA SOSCLEANROOM.COM	sales@sosupply.com	Aug 01, 2025 2:07 AM
CarePro National Painting / Kept Companies	swilliams@carepropainting.com	Aug 01, 2025 2:07 AM
Prism Consulting	valerie@prismconsultingfl.com	Aug 01, 2025 2:07 AM
Devfi,Inc	ashwin@devfi.com	Aug 01, 2025 2:07 AM
Revolution Data Plaforms	sales@dataplatforms.ca	Aug 01, 2025 2:07 AM
PCC-IT International, dba of Power Capital Management	clientservices@itpccit.com	Aug 01, 2025 2:07 AM
GoldPhish	jami@thegoldphish.com	Aug 01, 2025 2:07 AM
EPSoft Technologies LLC	lahari.medarametla@epsoftinc.com	Aug 01, 2025 2:07 AM
The Facilities Group	jhawks@thefacilitiesgroup.com	Aug 01, 2025 2:07 AM
PRODISION, LLC	sam@prodision.com	Aug 01, 2025 2:07 AM
STS Recycling, LLC.	morgan@stsrecycle.com	Aug 01, 2025 2:07 AM
International Languages Service	john.arroyave@ilsjax.com	Aug 01, 2025 2:07 AM
Gulf Coast Paper	gary.ellis@imperialdade.com	Aug 01, 2025 2:07 AM
Carson Solutions, LLC	webbk@carsonsolutionsllc.com	Aug 01, 2025 2:07 AM
Beacon Lite	claudio@beaconlite.ca	Aug 01, 2025 2:07 AM
Texas Enforcer LLC.	texasenforcerllc@gmail.com	Aug 01, 2025 2:07 AM
BDG Trees	joneal@bdgtrees.com	Aug 01, 2025 2:07 AM
Mark C. Pope Associates, Inc.	nathan.hipps@markcpope.com	Aug 01, 2025 2:07 AM
Drone Security Service Inc	info@dronesecurityserv.com	Aug 01, 2025 2:07 AM
DIESEL DEPOT	marc@diesel-depot.com	Aug 01, 2025 2:07 AM
Condition Monitoring Analytics, LLC	sjones@conditionmonitoringanalytics.com	Aug 01, 2025 2:07 AM
Unlimited Technology, Inc.	iramirez@utiglobal.com	Aug 01, 2025 2:06 AM
QDoc Inc.	contracts@qdoc.ca	Aug 01, 2025 2:06 AM
Sparrow Consulting Group Inc.	trever@sparrowgroup.org	Aug 01, 2025 2:06 AM
Center for Nonprofit Advancement	tyieshij@nonprofitadvancement.org	Aug 01, 2025 2:06 AM
AED One-Stop Shop	saban@aedonestopshop.com	Aug 01, 2025 2:06 AM
OpenTeQ Technologies LLC	harshitha@openteqgroup.com	Aug 01, 2025 2:06 AM
LE1R Distribution, LLC.	rmendez.le1rdistribution@gmail.com	Aug 01, 2025 2:06 AM
Industrial Builders, Inc	brian@IB-USA.COM	Aug 01, 2025 2:06 AM
GK TechStar LLC	jleyva@techstaris.com	Aug 01, 2025 2:06 AM
Moran Technology Consulting	scott.weyandt@morantechnology.com	Aug 01, 2025 2:06 AM
Sage Education Consulting, Inc.	lisa@sageeducon.com	Aug 01, 2025 2:06 AM
Scanics	dmapes@scanics.com	Aug 01, 2025 2:06 AM
TABB INC.	bbodkin@tabb.net	Aug 01, 2025 2:06 AM

Transatlantic Co.	robert@tac-canada.com	Aug 01, 2025 2:06 AM
Superior Contractors	Superiorcontractorstx@gmail.com	Aug 01, 2025 2:06 AM
Zencon Group Inc.	govt@zencongroup.com	Aug 01, 2025 2:06 AM
DITTA ENTERPRISES LLC	Contact@del-ditta.com	Aug 01, 2025 2:06 AM
Bureau Veritas	christina.macdonald@bureauveritas.com	Aug 01, 2025 2:06 AM
Settled Solids Management	jmims@hydro-int.com	Aug 01, 2025 2:06 AM
CHARLES D STAHL SALES AND SERVICE	charliestahl95@gmail.com	Aug 01, 2025 2:06 AM
Samson & Associés CPA/Consultation Inc.	veronick.gauthier-roy@samson.ca	Aug 01, 2025 2:06 AM
Omega 365 USA Inc.	oyvind@omega365.com	Aug 01, 2025 2:06 AM
Ikerd Consulting, LLC	bikerd@ikerd.com	Aug 01, 2025 2:06 AM
Excel Facility Services	grivera@efsgnj.com	Aug 01, 2025 2:06 AM
IOCYBER, LLC	acrawford@iocyber.tech	Aug 01, 2025 2:06 AM
Pinnacle Financial Partners	scott.jordan@pnfp.com	Aug 01, 2025 2:06 AM
Lone Star AED	shane@lonestaraed.com	Aug 01, 2025 2:06 AM
Think Research	tenders@thinkresearch.com	Aug 01, 2025 2:06 AM
Dexian, LLC	bob.quinn@dexian.com	Aug 01, 2025 2:06 AM
The Emotional Company (EmCo)	gigi@emotionalcompany.com	Aug 01, 2025 2:05 AM
First Stop Health	ekunisch@fshealth.com	Aug 01, 2025 2:05 AM
Demi Systems LLC	charles.njuguna@demisystems.com	Aug 01, 2025 2:05 AM
Advanced Northwest Welding, LLC	weld@bendbroadband.com	Aug 01, 2025 2:05 AM
North Country Business Products	benсонk@ncbpinc.com	Aug 01, 2025 2:05 AM
Alpha Developers LLC	sales@alphadevelopersllc.com	Aug 01, 2025 2:05 AM
Sports Fields Inc.	ataylor@fields-inc.com	Aug 01, 2025 2:05 AM
Magnum Services (Soil Stabilization)	travis.barber@magnumcement.ca	Aug 01, 2025 2:05 AM
Nijama, LLC	BarneyWilson01@gmail.com	Aug 01, 2025 2:05 AM
Imperial Service Systems, Inc.	jmccarthy@impservsys.com	Aug 01, 2025 2:05 AM
Element 29	bill.cassidy@e29ce.com	Aug 01, 2025 2:05 AM
Valueneer LLC	Mahmoud@value-neer.com	Aug 01, 2025 2:05 AM
DAC	jlewandowska@dacgroup.com	Aug 01, 2025 2:05 AM
PRIMAL TREE SERVICE LLC	primaltreeservice@gmail.com	Aug 01, 2025 2:05 AM
MDX WORKFORCE ACADEMY	jose.leos@mdxsafetyinc.com	Aug 01, 2025 2:05 AM
The Prestigious Mark Inc.	ben@tpmpromo.com	Aug 01, 2025 2:05 AM
Brighter Image, Inc.	Corporate@brighter-image.com	Aug 01, 2025 2:05 AM
Alliance Prints, LLC	zechariah@allianceprints.com	Aug 01, 2025 2:05 AM
Expoquip, Inc.	deana@expoquip.com	Aug 01, 2025 2:05 AM
Onyx Healthcare USA, Inc	Jeffliu@onyx-healthcare.com	Aug 01, 2025 2:05 AM
Ruts Construction	adrian@rangeline.com	Aug 01, 2025 2:05 AM
SCM Consultants Inc.	bminhas@scmconsultants.net	Aug 01, 2025 2:05 AM
Sophos	craig.allen@sophos.com	Aug 01, 2025 2:05 AM
Christy Glass Company	davchristy@aol.com	Aug 01, 2025 2:05 AM
Kurtz Bros.	jpistner@kurtzbros.com	Aug 01, 2025 2:05 AM
Augustine Agency	kwhitsett@augustineagency.com	Aug 01, 2025 2:05 AM
Legacy Vision Preservation	crystal@legacyvisionpreservation.com	Aug 01, 2025 2:05 AM
Skaggs Building Solutions LLC	jskaggs@skaggscompany.com	Aug 01, 2025 2:05 AM

CENTURY SECURITY SERVICES, INC	cssguard.century@gmail.com	Aug 01, 2025 2:05 AM
Fritel and Associates, L.L.C. dba Diversified Product Development	llittle@diversifiedproduct.com	Aug 01, 2025 2:05 AM
8 Consulting, LLC	senter@8consultingllc.com	Aug 01, 2025 2:05 AM
SafetyMed, LLC	dereck@safetymed.com	Aug 01, 2025 2:05 AM
Climatec	dal.bonfire@climatec.com	Aug 01, 2025 2:05 AM
CommForms Secure Forms Inc	hill.issenman@commforms.ca	Aug 01, 2025 2:05 AM
CWB Medical Solutions LLC	mitchell@cwmed.com	Aug 01, 2025 2:05 AM
Eli Patrick & Co.	clark@elipatrick.com	Aug 01, 2025 2:04 AM
Easy Healthcare Corporation	li@healthcare-manager.com	Aug 01, 2025 2:04 AM
Kimball Midwest	govwebforms@kimballmidwest.com	Aug 01, 2025 2:04 AM
BRG Office Movers	Chip.harber@beltmann.com	Aug 01, 2025 2:04 AM
FYRE MARKETING LLC	bids@fyremarketingadvisors.com	Aug 01, 2025 2:04 AM
All N All Supplies, LLC	customerservice@allnallsupplies.com	Aug 01, 2025 2:04 AM
Teknion	steve.hindle@teknion.com	Aug 01, 2025 2:04 AM
Insightrix Research Inc.	shonna.caldwell@insightrix.com	Aug 01, 2025 2:04 AM
Value Capture LLC	jcarpenter@valuecapturellc.com	Aug 01, 2025 2:04 AM
Winning Edge Solutions LLC	kumar@weitsolutions.net	Aug 01, 2025 2:04 AM
Pintura Paints	DARRYL@PINTURAPAINTSUPPLY.COM	Aug 01, 2025 2:04 AM
K-12 Tech Repairs	mhotseller@k12techrepairs.com	Aug 01, 2025 2:04 AM
J-Tech Digital Inc	support@jtechdigital.com	Aug 01, 2025 2:04 AM
Mig Equipment LLC	don@migequipment.com	Aug 01, 2025 2:04 AM
FireTron, Inc.	bids@firetron.com	Aug 01, 2025 2:04 AM
INTRATEK COMPUTER	quotes@intrapc.com	Aug 01, 2025 2:04 AM
Glacier Construction services Inc.	mgottschalk@glacienc.com	Aug 01, 2025 2:04 AM
EventMAP Solutions Canada Limited	tenders@eventmapsolutions.com	Aug 01, 2025 2:04 AM
PH&S Products LLC	sales@phs-products.com	Aug 01, 2025 2:04 AM
BIO-Janitorial Service, Inc.	candace@biojanitorial.com	Aug 01, 2025 2:04 AM
TCS	JonathanB@TCS.ink	Aug 01, 2025 2:04 AM
CKH Group	businessdevelopment@ckhgroup.com	Aug 01, 2025 2:04 AM
Renown Cargo Trailers, LLC	laura@renowncargotrailers.com	Aug 01, 2025 2:04 AM
World Wide Web Distributions (Premier Hotel and Casino products)	yelena@premierhcp.com	Aug 01, 2025 2:04 AM
Prime healthcare services	dorcine@primehealthcareservices.ca	Aug 01, 2025 2:04 AM
ECA Science Kit Services	proposals@eca.bz	Aug 01, 2025 2:04 AM
Medlogix	steve.amenti@medlogix.com	Aug 01, 2025 2:04 AM
Bridger Systems, LLC	joshua@bridger.systems	Aug 01, 2025 2:04 AM
No Touch Easy Gloves, Inc.	kalee@notoucheasygloves.com	Aug 01, 2025 2:03 AM
Superior Maintenance Co.	jpgoldsmith@smc.cc	Aug 01, 2025 2:03 AM
Merkhat, LLC	elise@merkhat.com	Aug 01, 2025 2:03 AM
DataPrivia, Inc	jeff.hurley@dataprivia.com	Aug 01, 2025 2:03 AM
Beyond Spots & Dots	mquery@beyondspotsanddots.com	Aug 01, 2025 2:03 AM
Parts Distributing Inc	donavan@pdifederated.com	Aug 01, 2025 2:03 AM
The Pittsburgh Paints Company	goltz@ppg.com	Aug 01, 2025 2:03 AM
Performance Clean LLC	gheath@performanceclean.com	Aug 01, 2025 2:03 AM
metroplex pavement markings	mgunta@metroplexpavementmarkings.com	Aug 01, 2025 2:03 AM

Stark Landscape	chado@starklandscape.com	Aug 01, 2025 2:03 AM
Foilcon Corp	foilcon@foilcon.com	Aug 01, 2025 2:03 AM
Beachview Logistics US, Inc	salonso@beachview.net	Aug 01, 2025 2:03 AM
Envico	darrell@dir-pro.ca	Aug 01, 2025 2:03 AM
Nexus Digital	brady@nexusdigital.co	Aug 01, 2025 2:03 AM
Building Optimization Technologies, LLC	jmitterhofer@bldgot.com	Aug 01, 2025 2:03 AM
ISERV	jim.palmisano@iservgroup.com	Aug 01, 2025 2:03 AM
34 Strong	zane_grace@34strong.com	Aug 01, 2025 2:03 AM
Angus Reid Group	sal.rustom@angusreid.com	Aug 01, 2025 2:03 AM
Customizo Solutions Inc.	rashamoursy@customizo.ca	Aug 01, 2025 2:03 AM
Guidehouse	gheller@guidehouse.com	Aug 01, 2025 2:03 AM
Renaissance Learning, Inc.	proposals@renaissance.com	Aug 01, 2025 2:03 AM
SPARK business academy	chuchi.arevalo@sparkbusinessacademy.com	Aug 01, 2025 2:03 AM
Action Cleaning Systems INC.	heath@actioncleaningsystemsinc.com	Aug 01, 2025 2:03 AM
International Business Machines	liwatson@us.ibm.com	Aug 01, 2025 2:03 AM
Limitless Leads Coaching LLC	atfc@realorlive.org	Aug 01, 2025 2:03 AM
KC Blueprint Company	plottingkc@kcblueprint.com	Aug 01, 2025 2:03 AM
Rhythm Engineering	reggie.chandra@rhythm-info.com	Aug 01, 2025 2:03 AM
S & J Owens Co LLC	james@sjowensco.com	Aug 01, 2025 2:03 AM
Helene Elizabeth Wellness Ctr	admin@heleneelizabethwellnesscenter.com	Aug 01, 2025 2:03 AM
ASK Tower Supply	kyle@asktowersupply.com	Aug 01, 2025 2:03 AM
National Charter Schools Institute	deactivated_usr_9477bc78-cc39-4ca4-8f50-1b8997628a86@gobonfire.com	Aug 01, 2025 2:02 AM
Bankson Group LTD dba Alamo Tees & Advertising	art@alamotees.com	Aug 01, 2025 2:02 AM
Atlas Language Services, Inc.	sales@atlasls.com	Aug 01, 2025 2:02 AM
Ferrovia Services	bidding.fsna@ferrovialservices.com	Aug 01, 2025 2:02 AM
BARE Associates International, Inc	jbare@bareinternational.com	Aug 01, 2025 2:02 AM
KURIEO	info@kurieo.com	Aug 01, 2025 2:02 AM
B & C Constructors L.P.	paul@bcconstructors.com	Aug 01, 2025 2:02 AM
Esparza Pest Control & Eco-logic Systems Inc dba Esparza Enterprises	jerry@esparzpc.com	Aug 01, 2025 2:02 AM
PPLSI	proposals@pplsi.com	Aug 01, 2025 2:02 AM
First General Services	angela.veri@firstgeneral.ca	Aug 01, 2025 2:02 AM
TW Consulting LLC	t.wallace@itracktwc.com	Aug 01, 2025 2:02 AM
PDHI	stephaniek@pdhi.com	Aug 01, 2025 2:02 AM
Really Great Reading Company, LLC	kim.stuckey@reallygreatreading.com	Aug 01, 2025 2:02 AM
Connections Wizards, LLC	aeichwald1@connectionswizards.com	Aug 01, 2025 2:02 AM
OpenGov, Inc.	rfp@opengov.com	Aug 01, 2025 2:02 AM
BDO USA, P.C.	stateandlocal@bdo.com	Aug 01, 2025 2:02 AM
AlxTel, Inc.	negeda@alxtel.com	Aug 01, 2025 2:02 AM
1st Needs Medical	darius.jefferson@1stNeedsMedical.com	Aug 01, 2025 2:02 AM
PALADIN DEFENSE GROUP, INC.	Contact@paladin-defense.us	Aug 01, 2025 2:02 AM
Digital Signup	info@digitalsignup.com	Aug 01, 2025 2:02 AM
AP Triton	verwin@aptriton.com	Aug 01, 2025 2:02 AM
Isikel, LLC	vwickrey@isikel.com	Aug 01, 2025 2:02 AM
Rose Group International	rachel@rosegroupintl.com	Aug 01, 2025 2:02 AM

MavenSolve, LLC	accounts@krasanconsulting.com	Aug 01, 2025 2:02 AM
Vantage Point ITAD	proberts@vantagepointitad.com	Aug 01, 2025 2:02 AM
Adira LLC	accounts@adiranow.com	Aug 01, 2025 2:02 AM
OpsAssist, Inc.	sales@ops-assist.com	Aug 01, 2025 2:02 AM
EqualizeRCM	wilbur.williams@equalizercm.com	Aug 01, 2025 2:02 AM
Playscape Recreation	kate@playscaperecreation.com	Aug 01, 2025 2:02 AM
GEORGIA COMPUTER INC	myra@georgiacomputer.com	Aug 01, 2025 2:02 AM
Inzata (Qengine LLC)	christopher.rafter@inzata.com	Aug 01, 2025 2:02 AM
Digital Convergence	hello@digitalconvergence.ca	Aug 01, 2025 2:02 AM
Cummins Inc	cssnabids@cummins.com	Aug 01, 2025 2:02 AM
Inkblot Therapy	rfpmanagement@inkblottherapy.com	Aug 01, 2025 2:02 AM
Mina Holdings, LLC	tariq@minaholdingllc.com	Aug 01, 2025 2:02 AM
LitCon Group, LLC	hcurley@litcongroup.com	Aug 01, 2025 2:02 AM
ESI Fire & Security	jennifer@esi-fs.com	Aug 01, 2025 2:01 AM
Arrakis Consulting	carl@arrakisconsulting.com	Aug 01, 2025 2:01 AM
Spire Integrated Solutions	jwebster@spire-is.com	Aug 01, 2025 2:01 AM
Diversified Fire & Safety Inc	info@diversifiedfiresafety.com	Aug 01, 2025 2:01 AM
all county captions	lisazenker@allcountycaptions.com	Aug 01, 2025 2:01 AM
CaelumOne Solutions Corporation	tim.magill@caelumone.com	Aug 01, 2025 2:01 AM
Fast Enterprises, LLC	harrison@fastenterprises.biz	Aug 01, 2025 2:01 AM
R.E.M.	bcraig@remrisk.com	Aug 01, 2025 2:01 AM
Simple Movement Inc.	matt@simplemovement.ca	Aug 01, 2025 2:01 AM
The Engine Room Consulting Group	milan@theengineroom.ca	Aug 01, 2025 2:01 AM
Leepopo Corporation, Inc	ChrisN@Leepopo.com	Aug 01, 2025 2:01 AM
Health Care Relocations Ltd.	esikma@hcrmoves.com	Aug 01, 2025 2:01 AM
Envelop Group	pheffelman@envelopgroup.com	Aug 01, 2025 2:01 AM
MAXIMUS US Services, Inc.	rfpinfo2@maximus.com	Aug 01, 2025 2:01 AM
Umano Medical	tenders@umanomedical.com	Aug 01, 2025 2:01 AM
Vehicle Maintenance Program, Inc	lindi@vmpparts.com	Aug 01, 2025 2:01 AM
Thales Group of Companies	lionel.leblanc@thalesgroup.com	Aug 01, 2025 2:01 AM
Allentown Inc.	jdubois@allentowninc.com	Aug 01, 2025 2:00 AM
Colourfast Secure Card Technology Inc.	andrew@Colourfast.com	Aug 01, 2025 2:00 AM
Stratejm Inc.	john.menezes@stratejm.com	Aug 01, 2025 2:00 AM
Ferguson Waterworks	peter.hutchins@ferguson.com	Aug 01, 2025 2:00 AM
The Lion Electric Co. USA Inc	bid.lion@thelionelectric.com	Aug 01, 2025 2:00 AM



**AEPA 026-F EMS Supplies and Equipment  
Opening Record  
Tuesday, September 16, 2025**

	Part D Questionnaire	Exceptions & Deviations	Part E-Signature Forms	Part F-Pricing Workbook	Exhibit A-Marketing Plan	Acknowledge Download of Supporting Doc #1-6	Acknowledge Conformance With Bid Specs	Responsiveness Check*
Respondent	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
<b>Active Submissions:</b>								
Carolina Biological	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass
Edelwise Medical Supply	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass
Medline Industries	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass
School Health Corp	Pass	Pass	Pass	Pass	Pass	Pass	Pass	Pass
<b>Eliminated Submissions:</b>								
None								

\* - Send to Category Committee for Evaluation

**Opening Chair:**

Steve Griggs

**Witnesses:**

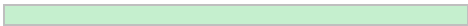
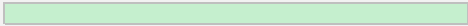
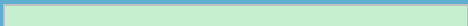
George Wilson  
Joni Puffett  
Bart Powelson

Ken Swink  
Melissa Mattson  
Andrew Pickens

Dave Puyear  
Craig Peterson  
Mark Carollo

Becky Herlocker

# Summary

Question Set	Questions	% Complete	Progress	Error?
1	75	100.00%		Complete: no errors
2	31	100.00%		Complete: no errors
Total	106	100.00%		

## Question Set 1: Company Information

#	Question	Response	Comment	Status
1.0.1	Name of Company:	Medline Industries, LP		Complete
1.0.2	Company Address:	3 Lakes Drive		Complete
1.0.3	City, State, zip code:	Northfield, IL 60093		Complete
1.0.4	Website:	Medline.com		Complete
1.0.5	Contact Person:	Elizabeth Gordon		Complete
1.0.6	Title:	Project Manager		Complete
1.0.7	Phone:	8479492696		Complete
1.0.8	Email:	govbids@medline.com		Complete
1.0.9	Is this Business a Public Company?	No		Complete
1.0.10	Is this Business a Privately Owned Company?	Yes		Complete
1.0.11	In what year was this business started under its present name?	2021		Complete
1.0.12	Under what additional, or, former name(s) has your business operated?	Medline Industries, inc.		Complete
1.0.13	Is this business a corporation? If yes, complete the following questions.	No		Complete
1.0.14	Date of Incorporation:	N/A		Complete
1.0.15	State of Incorporation:	N/A		Complete
1.0.16	Name of President:	N/A		Complete
1.0.17	Name(s) of Vice President(s):	N/A		Complete
1.0.18	Name of Treasurer:	N/A		Complete
1.0.19	Name of Secretary:	N/A		Complete
1.0.20	Is this business a partnership? If yes, complete the following questions.	Yes		Complete
1.0.21	Date of Partnership:	9/07/2021		Complete
1.0.22	State Founded:	Delaware		Complete
1.0.23	Type of Partnership, if applicable:	LP		Complete
1.0.24	Name(s) of General Partner(s):	Medline Industries Holdings, LP		Complete
1.0.25	Is this business individually owned? If yes, complete the following questions.	No		Complete
1.0.26	Date of Purchase:	No		Complete
1.0.27	State Founded:	No		Complete
1.0.28	Name of Owner/Operator:	No		Complete
1.0.29	Is this business type different from those identified above?	No		Complete
1.0.30	If yes, describe the company's type of format, year and state of origin and names and titles of the principals.	No		Complete
1.0.31	Is this business women-owned?	No		Complete
1.0.32	Is this business minority-owned?	No		Complete
1.0.33	Does this business have an Affirmative Action plan/statement?	Medline Industries, LP is an equal opportunity employer. Medline evaluates qualified individuals without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, age, disability, neurodivergence, protected veteran status, marital or family status, caregiver responsibilities, genetic information, or any other characteristic protected by applicable federal, state, or local laws.		Complete
1.0.34	Enter business headquarters location including address, city, state, zip, phone number.	3 Lakes Drive, Northfield, IL 60093 8006335463		Complete
1.0.35	How long have you been at this location?	Medline has been at it's current location for over 6 years.		Complete
1.0.36	Enter business branch locations, if any. Include address, city, state, zip, phone number for each.	Please see Attachment - Medline's DC Addresses		Complete

Sales History				
1.1.1	What percentage of your annual sales comes from public entities?	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.2	Provide your business's annual sales for 2023 for K-12 schools.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.3	Provide your business's annual sales for 2024 for K-12 schools.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.4	Provide your business's annual sales for 2023 for cities, counties, and other public entities.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.5	Provide your business's annual sales for 2024 for cities, counties, and other public entities.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.6	Provide your business's annual sales for 2023 for higher education.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.7	Provide your business's annual sales for 2024 for higher education.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.8	Provide your business's annual sales for 2023 for K-12 schools for products and services that meet the scope of work in this solicitation.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.9	Provide your business's annual sales for 2024 for K-12 schools for products and services that meet the scope of work in this solicitation.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.10	Provide your business's annual sales for 2023 for cities, counties, and other public entities for products and services that meet the scope of work in this solicitation.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.11	Provide your business's annual sales for 2024 for cities, counties, and other public entities for products and services that meet the scope of work in this solicitation.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.12	Provide your business's annual sales for 2023 for higher education for products and services that meet the scope of work in this solicitation.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
1.1.13	Provide your business's annual sales for 2024 for higher education for products and services that meet the scope of work in this solicitation.	This is proprietary information.	Medline's annual sales for the last five years are as follows: 2020 Annual Sales: \$17.5B 2021 Annual Sales: \$20.2B 2022 Annual Sales: \$20.9B 2023 Annual Sales: \$23.2B 2024 Annual Sales: \$25.5B	Complete
Key Contacts				
1.2.1	Please provide the name, title, phone and email for your Contract Manager	Christina Plotz	Cplotz@medline.com 847-643-3672	Complete
1.2.2	Please provide the names, phone and email for your Distributors, Dealers, Installers, Sales Reps.	Christina Plotz	Cplotz@medline.com 847-643-3673	Complete
1.2.3	Please provide the name, title, phone and email for your Consultants & Trainers.	Christina Plotz	Cplotz@medline.com 847-643-3674	Complete
1.2.4	Please provide the person's name, title, phone and email who will be handling Warranty & After the Sale services.	Christina Plotz	Cplotz@medline.com 847-643-3675	Complete
1.2.5	Provide total number and location of salespersons employed by your business in the United States by city and state.	Medline has 695 sales representatives, including specialty reps.		Complete
Sales Training				
1.3.1	Describe how your company will implement training and knowledge of the contract with your respective sales force. Furthermore, describe how your company plans to support and train your sales force on a national, regional, or local level and generally assist with the education of sales personnel about the resulting contract.	Medline will provide training for the sales force aligned to AEPA members' accounts.		Complete
1.3.2	What is your company's plan, if your company were awarded the contract, to service up to 31 states (or the region awarded in a regional bid). Describe if your company has a national sales force, dealer network, or distributor(s) with the ability to call on eligible agencies in the participating states in AEPA.	Medline currently serves all 50 states with our national sales force.		Complete
Products & Services				
1.4.1	Provide a description of the Products, Services & Solutions to be provided by the product category set forth in Part B - Specifications. The primary objective is for each Supplier to provide its complete product, service, and solutions offerings that fall within the scope of this solicitation so that participating agencies may order a range of products as appropriate for their needs.	Medline.com offers approximately 574,000 SKUs online. A significant portion of the catalog consists of "distributed products" manufactured and/or shipped directly by Medline's vendors. Please see Attached for Medline's Value Added Services.		Complete
Distribution				

1.5.1	Describe how your company proposes to distribute the products and services nationwide, regionally, or at the local level.	Medline's preferred method of delivery is our company owned fleet of trucks and employed drivers (MedTrans). Today, MedTrans has over 2,000 vehicles ranging from full 53' tractors and trailers to parcel vehicles, and makes roughly 80% of our annual deliveries. Depending on size of the location, freight volume, and proximity to distribution center, Medline could also use FedEx where freight would be billed through Medline. Medline has a long standing relationship with FedEx as we are one of their largest customers. Medline audits and validates FedEx's performance metrics on a quarterly basis. Medline's operations team will conduct a site visit and logistical assessment during the implementation process to determine delivery method per location and identify at that		Complete
1.5.2	Provide the type (service/support or distribution) and location of centers that support the United States by name, city and state.	Medline's network of 45+ distribution centers range in size up to 1.4 million square feet, with an average square footage of 650,000.	Please Attachment - Medline's DC Address List	Complete
1.5.3	Describe the criteria and process by which your company selects and approves subcontractors, distributors, installers, and other independent services.	Medline evaluates subcontractors, distributors, installers, and other third party services to ensure they adhere to our supplier code of conduct. Evaluation criteria includes Labor and Human Rights, Health and Safety, the Environment, and Ethical and Governance.		Complete
1.5.4	Provide a list of current subcontractors, distributors, installers, and other independent service providers who are contracted to perform the type of work outlined in this solicitation in the member agency states. Include, if applicable, contractor license or certificate information and the state(s) wherein they are eligible to provide services on behalf of the business.	Medline partners with local third party service providers to warehouse capital equipment. These warehouses are licensed and fully insured. Typically, Medline utilizes commercial moving and installation companies for the warehousing of capital equipment. Medline utilizes FedEx, third-party carriers, and our owned Medtrans fleet to meet the delivery needs of any location.		Complete
1.5.5	If applicable, describe your company's ability to do business with manufacturer/dealer/distribution organizations that are either small or MWBE businesses as defined by the Small Business Administration.	Our Corporate Supplier Inclusion program strives to create an ecosystem where all suppliers can compete fairly and contribute to Medline's growth and success. We are committed to building a diverse and inclusive supply chain that reflects the communities we serve. We accomplish this by embedding equity and inclusion principles throughout our sourcing practices, offering development resources, and actively seeking and awarding contracts to qualified small businesses. We target the following underrepresented groups: Minority-owned, Women-owned, Disability-owned, Veteran-owned, LGBTQ-owned, small businesses and historically underutilized businesses.		Complete
1.5.6	If applicable, describe other ways your company can be sensitive to a participating agencies desire to utilize local and/or MWBE companies, such as the number of local employees and offices with a geographic region, companies your firm uses that may be local (i.e. delivery company), your own company's diversity of owner employees, etc.	At the customer level, our Supplier Inclusion Program comes to life in a more bespoke manner. We understand that our customers are part of local economies and often a tailored approach is required to deliver against their priorities. The Medline Supplier Inclusion team is available to partner with AEPAs to complete an opportunity analysis that generates ideas to expand spend in target areas. Through this analysis we work together to understand current state, identify gaps and create potential solutions to close said gaps. Medline will leverage the joint analysis to seek opportunities to expand business with existing suppliers as well as add new vendors to the roster of companies we work with. We look forward to partnership with		Complete
1.5.7	If applicable, provide details on any products or services being offered by your company where the manufacturer or service provider is either a small or MWBE business as defined by the Small Business Administration. Provide product/service name, company name and small/MWBE designation.	Our nationwide network includes 600 certified small and diverse suppliers, offering everything from professional services to manufactured goods.		Complete
<b>Marketing</b>				
1.6.1	Describe how this business marketed its products and services to schools, nonprofit organizations, and other public sector audiences for the most recent full year. List all conventions, conferences, and other events at which this company exhibited.	Medline's salesforce will call upon public sector entities as well as attend conventions and conferences.		Complete
1.6.2	Describe how your company will market the resulting contract to eligible Member Agencies. Describe how your company differentiates the new agreement from existing contracts that your company may hold today. Please be specific and detailed in your response.	Medline remains contract agnostic.		Complete

1.6.3	Describe the ways in which your company will collaborate with AEPA Agencies to market the resulting contract. Include any contract announcements, planned advertisements, and any other direct or indirect marketing activities promoting the AEPA awarded contract. Add any supplemental materials as pdfs and label them as Exhibit A-Marketing.	We do not provide marketing events in support of customers.	Complete
1.6.4	Describe the process for how the company will launch the contract with current and potential agencies.	If agencies are current Medline customers, contract connection is relatively simple and can be done in 24 hours. If an agency does not currently have a Medline account, one will be created and then connected to the contract.	Complete
1.6.5	Describe your company's ability to produce and maintain full color print or electronic advertisements in camera ready format.	Medline's marketing department has the ability to produce and maintain full color print and electronic advertisements.	Complete
<b>Environmental Initiatives</b>			
1.7.1	Indicate if your company has any products in your offering that have any third-party environmental certifications.	Medline's team in Lithia Springs decided to tackle their waste issue and set out to achieve the UL Underwriters Laboratories (UL) Solutions Zero Waste Certification. By early 2024, they began separating materials from cores and selling plastic bales. In early 2025 they started condensing plastic bag tails and nonwoven cutouts, further optimizing the recycling processes. The UL audit was in spring 2024 and we achieved a Gold certification, diverting over 96% of waste from landfill.	Complete
1.7.2	Describe the business's "Green" objectives (e.g. LEED Certification, reducing footprint, reuse, reduce, recycle)	Medline actively pursues LEED certification for its distribution center facilities, and 10 of our global locations are ISO 14001 certified. This global environmental standard set by ISO lays out the necessary criteria for an environmental management system (EMS) and outlines the steps a company should follow to set up an effective EMS. Conserving resources is critical to curbing climate change and an integral part of achieving ISO 14001 certification. We are meeting ISO standards by: 1. Installing LED lighting in production and warehouse areas. 2. Identifying and executing alternative means of waste disposal. 3. Updating our equipment and processes to use less water. 4. Making our equipment and processes more efficient.	Complete
1.7.3	Describe what percentage of your offering is environmentally preferable and what are your company's plans to improve this offering?	Medline's Green Product Portfolio offers a suite of sustainable products that customers can purchase to help meet their green purchasing goals. These products have been designed to help reduce waste, conserve energy and protect the health and well-being of people and the planet. All products in our Green Product Portfolio must meet our strict set of Green Product Standards. Our standards were created based on guidance from the FTC, Kaiser Permanente's Z3 EPP Purchasing Guidelines, Practice Greenhealth, and the EPA	Complete
<b>Value Add</b>			
1.8.1	Describe any/all features of your company that you feel will provide additional value and benefit to a participating AEPA agency.	Please see attached - Medline's Value Added Services.	Complete
<b>Disclosures</b>			
1.9.1	Does this business have actions currently filed against it? If Yes, AN ATTACHMENT IS REQUIRED: List and explain current actions, such as, Federal Debarment (on US General Services Administration's "Excluded Parties List"), appearance on any state or federal delinquent taxpayer list, or claims filed against the retainage and /or payment bond for projects.	Medline has been involved in litigation that is typical for an organization its size and scope, but no previous or pending litigation has had or will have a material effect on the company or its ability to perform any contract.	Complete
<b>References</b>			
1.10.1	Provide contact information of your business's five largest public agency customers. Include the customer business name, contact name, title, phone number and email.	Medline's largest public agencies are: MMCAP, Omnia, Sourcewell, The State of New York, and The State of Pennsylvania.	Complete
75 Questions		100.00% Complete	

## Question Set 2: Service Questionnaire

#	Question	Response	Comment	Status
<b>Sales Data</b>				
2.1.1	Please refer to the chart of participating AEPA member States in this solicitation, and list the states that your company has sold products/service in the past 3 years.	Medline has sold products in all 50 states in the last 3 years.		Complete
2.1.2	Please refer to the chart of participating AEPA member States in this solicitation, and list the states that your company proposes to sell in.	Medline will sell to all 50 states.		Complete
2.1.3	Please refer to the chart of participating AEPA member states in this solicitation and list the states in which your company has sales reps, distributors, or dealers.	Medline has sales reps in all 50 states.		Complete
2.1.4	Does this company have an e-commerce website?	Medline's B2B e-commerce website, Medline.com, serves the entire healthcare continuum. Customers have 24/7 access to shop our product catalog, see pricing, use the secure checkout, view product inventory, track shipments, and many more self service features and account management capabilities. Medline.com also provides punchout connectivity to Medline.com which allows customers to shop and create shopping carts that are transmitted back to their procurement applications. Medline.com is a full featured web store with access to over 335,000 products, live pricing, and availability (by distribution branch) as well as rich product information that allows quick and easy research. Customers also get access to features like		Complete
2.1.5	If yes, provide the website address.	Medline.com		Complete
2.1.6	If applicable, describe your company's ability to integrate into other ecommerce sites. Include details about your company's ability to create punch out sites and accept orders electronically (cXML, OCI, etc.)	Medline's Digital Integration Capabilities Support: o cXML Punchout Catalog (Medline.com), Hosted Catalogs, EDI & cXML Purchase Order, Order Acknowledgement, Shipment Notice and Invoices). o Medline can also support pricing and availability via API. We have other data transmission options available as well in SAP platform, which validates orders and provides proof of delivery notices.-		Complete
2.1.7	Provide detail on where your company has integrated with a public agency's ERP (Oracle, Infor Lawson, SAP, etc.) system in the past and include some details about the resources you have in place to support these integrations. List, by ERP provider, the following information: name of public agency, ERP system used, "go live" date, net sales per calendar year since "go live", and percentage of agency sales being processed through this connection.	Medline is integrated with over 80 unique procurement, ERP, and inventory management solutions including over 50 WorkDay cXML punchout, PO and Invoice integrations. Medline will assign a dedicated Digital Integration Project Manager (DIM) to provide a single point of contact for your integration project. The DIM would be responsible to: confirm requirements, facilitate status calls, project communication, end-end testing and execute on the integration plan according to your target go-live date.-		Complete
<b>Customer Support</b>				
2.2.1	Does this business have online customer support options?	Due to the urgent needs of our customers, Medline Customer Service is staffed to answer all of our customer calls LIVE with minimal wait time. Our Customer Service team receives an average of 3,700 calls per day or 18,500 calls per week. We utilize traffic management and quality assurance software to continually monitor Customer Service performance. Our Customer Service goal is to answer all calls within 20 seconds or less with an abandoned rate of 8% or less.		Complete
2.2.2	Does this business have a toll free customer support phone option?	Yes, 1-800-MEDLINE (1-800-633-5463)-		Complete
2.2.3	Does this business offer local customer and support service options?	The service representative assigned to customers will be responsible for the daily customer service duties associated with a prime vendor account, as well as coordination of the following functions: Order Processing, RGA/Credit Processing, Returns/Backorder Resolution, Proactive Backorder Reporting/Pricing (Specific item pricing and/or price change notification)/Processing new items, making changes and deletions as needed/Usage review - making any manual changes to account for increased/decreased usage on any particular item(s). Insight Reports		Complete

2.2.4	State your normal delivery time (in days) and any options for expediting delivery.	Medline can deliver in 2 day after receipt of order. For shipment of urgent or priority supplies with guaranteed same day or overnight delivery, freight will be quoted at time of order. Expedited deliveries will be charged standard FedEx shipping rates.		Complete
2.2.5	State your backorder policy. Do you fill the order when available, or cancel the order and require participating agencies to reorder if items are backordered?	In the event of a backorder, Medline utilizes a robust system to identify potential substitute items. All detail, including product specifications and pictures is provided. Medline's sales and service team, along with our clinical product specialist, will work with customers in reviewing alternative products that Medline carries inventory of to identify clinically acceptable substitute items. Once an acceptable alternative item is identified, Medline codes the item in our system as an approved substitute.		Complete
2.2.6	Describe your company's payment terms as well as any quick pay discounts.	Medline will provide customers with payment terms of net thirty (30) days.		Complete
2.2.7	State your company's return policy and any applicable restocking fees.	Please see Attachment A - Medline's Return Goods Policy		Complete
2.2.8	Describe any special program that your company offers that will improve customer's ability to access products, on-time delivery, or other innovative strategies.	Medline has established delivery dates and times established for customers. In turn, orders and deliveries will follow a prioritization process at each Distribution Center with workflow management tools based on these agreed-upon delivery windows. The delivery windows determine what time of day the operations teams process orders, so they are loaded on trailers and ready by established "dock-out" time based on MedTrans Dynamic Route Planning tool.		Complete
<b>Pricing</b>				
2.3.1	Is your pricing methodology guaranteed for the term of the contract?	Medline will hold pricing firm for 12 month cycles on all Medline Brand products. Medline will commit to agree upon mark-ups but due to the volatility of the market, Medline cannot hold firm pricing for national brand products for the term of the agreement as it is at the direction of the manufacturer. Medline's weekly PCN report will provide a 35-day look ahead of any price changes.		Complete
2.3.2	Will you offer customized price lists to participating entities as required per the pricing terms in the AEPA Terms and Conditions?	Yes		Complete
2.3.3	Will you offer hot list pricing (optional) as described in the pricing terms in the AEPA Terms and Conditions/Specifications?	Medline would request a meeting to discuss hot list pricing.		Complete
2.3.4	Will you offer volume price discounts as described in the pricing terms of the AEPA Terms and Conditions/Specifications?	Medline is willing to discuss volume price discounts.		Complete
<b>Competitiveness</b>				
2.4.1	Is the pricing that is proposed to AEPA equal to or lower than pricing your company offers to individual entities or cooperatives with equal to or lower volume? In order for your response to be considered, your company must offer AEPA prices that are equal to or lower than those normally offered to individual entities or cooperatives with equal or lower volume.	Medline's pricing is equal to other cooperatives.		Complete
2.4.2	Is the proposed pricing LESS THAN individual customer and/or cooperatives receive? If so, indicate the percentage by which it is lower.	Medline's pricing is equal to other cooperatives.		Complete
<b>Cooperative Contracts</b>				
2.5.1	Does your business currently have contracts with other cooperatives (local, regional, state, national)?	Yes		Complete
2.5.2	If YES, list the cooperative name and the respective expiration date(s) of your contract with the cooperative.	Omnia Partners Medical & Surgical Supplies - 11/2/2026 Sourcwell Medical Supplies - 4/30/2026 PSAI-SAVVIK Medical Suppliers, Equipment and Pharma - 5/31/2027 National Purchasing Partners Medical Supplies - 3/25/2026 MMCAP Medical Supplies - 12/31/2026		Complete
2.5.3	If YES, and your business is awarded an AEPA contract, explain which contract your business will lead with in marketing and sales representative presentations (sales calls)?	Medline is contract agnostic and allow customers to choose which contract they would like to be connected to.		Complete
2.5.4	How will your company track sales, by Member Agency, that are attributable to AEPA?	Medline will be able to pull sales reporting for all Member Agencies connected to the AEPA contract.		Complete
<b>Fees</b>				
2.6.1	Do you include the administrative fee in the price of your products and/or services?	Yes.		Complete
2.6.2	If not, do you add on the administrative fee as a separate fee to the final invoice to the final customer?	N/A		Complete

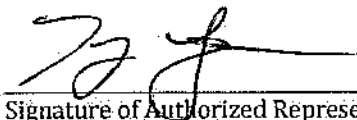
2.6.3	Are shipping and handling costs included in the price of your products and/or services? (See Part A, Section IV. 11)	Medline will negotiate a freight minimum with AEPa and once that minimum is met, freight will not be charged.		Complete
2.6.4	If not, do you add on applicable shipping and handling fees separately on invoices	Yes.		Complete
2.6.5	Does your business offer leasing arrangements under this solicitation?	No.		Complete
2.6.6	If yes, please indicate how the rate factor is determined and indicate any other cost factors related to leasing.	N/A		Complete
31 Questions			100.00% Complete	

By initialing the table (1-12) and signing below, I certify that the information in this form is true, complete and accurate and I am authorized by my business to make this certification and all consents and agreements contained herein.

Respondent Certification (By Item)	Respondent Certification: YES, I agree	Initial
1. Violation of Contract Terms and Conditions	Yes, I agree	TL
2. Termination for Cause of Convenience	Yes, I agree	TL
3. Davis-Bacon Act	Yes, I agree	TL
4. Contract Work Hours and Safety Standards Act	Yes, I agree	TL
5. Right to Inventions Made Under a Contract or Agreement	Yes, I agree	TL
6. Clean Air Act and Federal Water Pollution Control Act	Yes, I agree	TL
7. Debarment and Suspension	Yes, I agree	TL
8. Byrd Anti-Lobbying Amendment	Yes, I agree	TL
9. Procurement of Recovered Materials	Yes, I agree	TL
10. Profit as a Separate Element of Price	Yes, I agree	TL
11. General Compliance with Participating Agencies	Yes, I agree	TL
12. Governing Law; Forum Selection.	Yes, I agree	TL

Medline Industries, LP

Name of Business



Signature of Authorized Representative

Troy Lothar

Printed Name

9/16/2025

Date

# Solicitation Affidavit

**Instructions:** This form must be signed by the business's authorized representative and notarized below. If awarded, the Respondent is required to produce a copy of this document for each Member Agency with which it contracts.

1. The undersigned, is duly authorized to represent the persons, business and corporations joining and participating in the submission of the foregoing bid (such persons, business and corporations hereinafter being referred to as the Respondent), being duly sworn, on his/her oath, states that to the best of his/her belief and knowledge no person, business or corporation, nor any person duly representing the same joining and participating in the submission of the foregoing bid, has directly or indirectly entered into any agreement or arrangement with any other Respondents, or with any official of the **Member Agency**, or any employee thereof, or any person, business or corporation under contract with the **Member Agency** whereby the Respondent, in order to induce the acceptance of the foregoing bid by the **Member Agency**, has paid, or is to pay to any other Respondent, or to any of the aforementioned persons, anything of value whatever, and that the Respondent has not, directly nor indirectly entered into any arrangement, or agreement, with any other Respondent or Respondents which tends to or does lessen or destroy free competition in the letting of the contract sought for by the foregoing bid.
2. This is to certify that the Respondent, or any person on his/her behalf, has not agreed, connived, or colluded to produce a deceptive show of competition in the manner of the bidding, or award of the referenced contract.
3. This is to certify that neither I, nor to the best of my knowledge, information and belief, the Respondent, nor any officer, director, partner, member or associate of the Respondent, nor any of its employees directly involved in obtaining contracts with the **Member Agency**, or any subdivision of the state has been convicted of false pretenses, attempted false pretenses, or conspiracy to commit false pretenses, bribery, attempted bribery or conspiracy to bribe under the laws of any state or federal government for acts or omissions after January 1, 1985.
4. This is to certify that the Respondent or any person on his behalf has examined and understands the terms, conditions, the scope of work and specifications, and other documents of this solicitation and that any and all exceptions have been noted in writing and have been included with the bid submittal.
5. This is to certify that if awarded a contract, the Respondent will provide the equipment, commodities, and/or services to members and affiliate members of the Agency in accordance with the terms, conditions, the scope of work and specifications and other documents of this solicitation in the following pages of this bid.
6. This is to certify that the Respondent is authorized by the manufacturer(s) to sell all proposed products on a national basis.
7. This is to certify that we have completed, reviewed, approved, and have included all information that is required of these bid forms.

Troy Lothar

3 Lakes Drive

Authorized Representative (Please print or type)

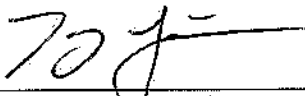
Mailing Address

Authorized Person

Northfield, IL 60093

Title (Please print or type)

City, State, Zip



9/16/2025

Signature of Authorized Representative

Date

STATE OF Illinois

COUNTY OF Cook

SUBSCRIBED AND SWORN TO before me this 16th day of September, 2025, by

*Natalie Dawn Peters*

Notary Public

My Commission expires: 5/20/2028

Notary ID: 991083



Solicitation Affidavit-Page 2 of 2



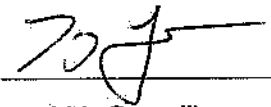
# Acceptance of Solicitation & Contract

Association of Educational

Instructions: PART I of this form is to be completed by the Respondent and signed by its Authorized Representative. PART II will be completed by the AEPA Member Agency only upon the occasion of the bid award. If approved by AEPA, the Member Agency will provide a copy of the document to the Respondent.

## PART I: RESPONDENT

In compliance with the Published Solicitation (IFB OR RFP), the undersigned warrants that I/we have examined all Instructions to Respondents, associated documents, and being familiar with all of the conditions of the solicitation, hereby offer and agree to furnish all labor, materials, supplies, and equipment incurred in compliance with all terms, conditions, specifications, and amendments associated with this IFB OR RFP and any written exceptions to the bid. The signature also certifies understanding and compliance with the certification requirements of the AEPA Member Agency's Terms and Conditions and/or Special Terms and Conditions. The undersigned understands that their competence, ability, capacity and obligations to offer and provide the proposed tangible personal property, professional services, construction services, and other services on behalf of the Vendor Partner as well as other factors of interest to the AEPA Member Agency as stated in the evaluation section, will be a consideration in making the award.

Business Name	<u>Medline Industries, LP</u>	Date	<u>9/16/2025</u>
Address	<u>3 Lakes Drive</u>	City, State Zip	<u>Northfield, IL 60093</u>
Contact Person	<u>Troy Lothar</u>	Title	<u>Authorized Person</u>
Authorized Signature		Title	<u>Authorized Person</u>
Email	<u>govbids@medline.com</u>	Phone	<u>8479492696</u>

## PART II: AWARDING MEMBER AGENCY

Your bid response for the above-identified bid is hereby accepted. As a Vendor Partner, you are now bound to offer and provide the products and services identified within this solicitation, your response, and approved by AEPA, including all terms, conditions, specifications, exceptions, and amendments. As a Vendor Partner, you are hereby not to commence any billable work or provide any products or services under this contract until an executed purchase order is received from the AEPA Member Agency or Participating Entities. This contract intends to constitute the final and complete agreement between the AEPA Member Agency and Vendor Partner, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall bind any of the parties hereto. No change or modification of this contract shall be valid unless in writing and signed by both parties to this contract. If any provision of this contract is deemed invalid or illegal by any appropriate court of law, the remainder of this contract shall not be affected thereby. The initial term of this contract shall be for up to fifteen (15) months and will commence on the date indicated below and continue until February 28, 2027 unless terminated, canceled, or extended. By mutual written agreement the contract may be extended for three (3) additional 12-month periods after this initial contract term. In the event the AEPA Board does not recommend renewal of the contract, or the contract expires, it may be extended for up to six (6) months by an AEPA state.

Awarding Agency \_\_\_\_\_

Authorized Representative \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Awarded this	day of	Contract Number
Contract to commence-check one (Member Agency to select)	<input type="checkbox"/> 3/1/2026	<input type="checkbox"/> Or



## Exceptions & Deviations

AEPA 026-F

EMS Supplies and Equipment

### Instructions

Use this form to submit any Exceptions or Deviations to any terms and conditions requested in this solicitation. Please use the numbering system in the solicitation to refer to the term or condition for which you are providing alternative language (you must provide alternative language, not simply reference to an item you do not agree to) AEPA reserves the right to accept, deny, or negotiate terms and conditions acceptable to both parties. If you have no Exceptions or Deviations, mark the "No" box in the appropriate space below with an "X".

**This is a REQUIRED form that must be submitted with your response.**

### Company Information

**Name of Company:** Medline Industries, LP

**Company Address:** 3 Lakes Drive

**City, State, zip code:** Northfield, IL 60093

**Title:** Elizabeth Gordon

**Phone:** Project Manager

**Email:** ecgordon@medline.com

# Exceptions & Deviations

**Instructions:**

1. Mark "No" or "Yes" with an "X" below.
2. If "yes" is marked with an "X" below, insert answers into the form shown below, providing narrative explanations of exceptions. *(To insert more rows, hit the tab key from the last field in the last row and column.)*
3. If adding pages, the company name and identifying information as to which item the response refers must appear on each page.
4. Exceptions and Deviations to local, state or federal laws cannot be accepted under this solicitation.

X	<b>No</b> , this respondent does not have exceptions to the Terms and Conditions or Specifications incorporated in Parts A and/or B of this solicitation.
	<b>Yes</b> , this respondent has the following exceptions to the Terms and Conditions or Specifications incorporated in Parts A and/or B of this solicitation.

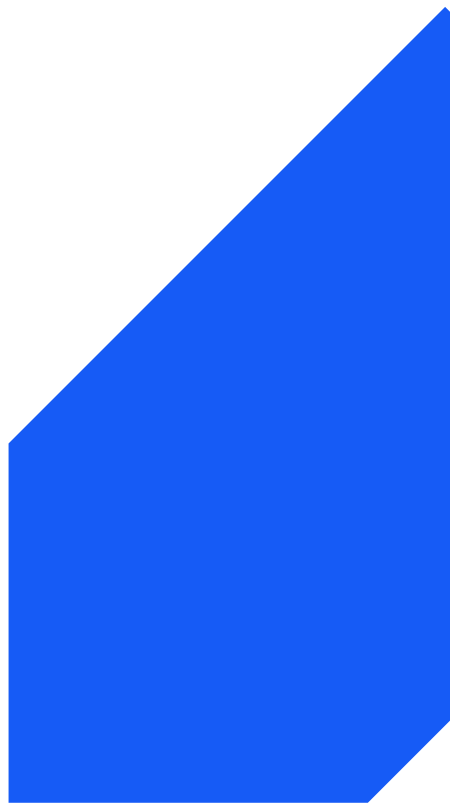
Document Name	Section Name, Page Number, & Outline Number	Term and Condition or Specification	Exception or Deviation Alternative Language



Medline Industries, LP

# MEDLINE'S MARKETING PLAN

Association of Educational Purchasing Agencies (AEPA)



Medline would initiate a joint press release with Sourcewell to announce to all members that Medline is on contract. Then Medline would identify potential contract customers we can look to transition. These accounts will be targeted to have them adopt the AEPA contract. Meanwhile we will build up inventory in all of our local warehouses. Contract pricing has been loaded at the time of the bid, so if awarded giving contract pricing is as simple as typing a quick group number into our system, or setting up accounts for non-Medline customers.

Immediately upon award, a sales-wide bulletin will be released with details of the contract, and instructions on how to approach the accounts. The target list will be developed within the first month and the appropriate reps will call on each of the targeted accounts.

Medline's marketing team will work with AEPA to create a customer facing Medline webpage highlighting the AEPA agreement with all information relevant to the contract including contract documents, contact information, account setup information, and a link to AEPA's site. Medline will also allocate marketing resources to develop co-branded marketing materials within 90 days of contract.

# DISTRIBUTION CENTERS

Branch	Director	Street Address	City	State	Zip	Phone
B06	Michael Cato	1 Medline Drive	Wilmer	TX	75172	972-525-3424
B11	Angel Chavez 2221	21111 E. 36th Drive	Aurora	CO	80011	303-371-8546
B18	Thomas Wiggins	8411 Bob Bullock Loop	Laredo	TX	78045	
B22	Ray Clark 2221	9670 NW 112th Avenue	Medley	FL	33178	305-882-1099
B24	Dan Harrington 2221	8001 SW 47th Street	Oklahoma City	OK	73179	405-745-9977
B25	Danielle Cornwell 2221	1401 N. Universal Avenue	Kansas City	MO	64120	816-483-1083
B27	Mark Cardoos 2221	92 SE 223rd Ave	Gresham	OR	97030	503-665-5824
B28	Jim Cochran 2221	735 County Road 4 East	Prattville	AL	36067	334-361-6444
B29	Paul Gaffaney 2221	13115 Brockton Lane North	Rogers	MN	55374	763-428-0124
B30	John Lemons	1900 Meadowville Tech Pkwy	Chester	VA	23836	804-530-1480
B31	Eric Keelin	500 Sharkey Drive	Maumelle	AR	72113	501-734-0208
B33	Brian Janson 2238	917 E. Powell Drive	Lincolnton	NC	28092	704-735-1017
B34	Miguel DeJesus 2221	9051 King St.	Anchorage	AK	99518	907-677-1655
B36	Sean Blair	1989 Transit Way	Brockport	NY	14420	585-395-0522
B48	Eric Mavor 2221	36445 Van Born Rd. Ste 200	Romulus	MI	48174	734-728-6398
B49	Daniel Fairfield 1232	42500 Winchester Road	Temecula	CA	92590	951-296-2623
B51	Ryan Estes 2221	60 Athlete's Way North STE 100	Mount Juliet	TN	37122	615-758-1420
B80	John Aranton 2221	2341 Lauwiliwili	Kapolei	HI	96707	808-682-5712
C02	Burt Roberts	2200 Cornerstone Parkway	Grayslake	IL	60030	224-327-8800
C03	Alie Armstrong	1500 Medline Place	McDonough	GA	30253	770-320-7037
C05	Larry Randall	1062 Old Dixie Highway	Auburndale	FL	33823	863-337-4797
C09	Amy Huizinga 22221	1960 W. Miro Way	Rialto	CA	92376	909-429-4734
C32	Chris Ashley	29895 US Hwy 90 Bus	Katy	TX	77494	281-574-2326
C37	Andrew Krohn 2221	5000 Premier Parkway	St. Peters	MO	63376	636-925-3168
C40	Vinnie Scott	81 Campanelli Drive	Uxbridge	MA	01569	508-526-3971
C41	Meredith Ritchey	1040 Enterprise Parkway	West Jefferson	OH	43162	614-879-9728
C42	Carl Celestine	3446 Highway 51 N.	Southaven	MS	38672	662-449-8381
C46	Johnny Glover	24550 Hansen Road	Tracy	CA	95377	209-836-7027
C47	James Johnson	239 Belvidere Rd.	Perryville	MD	21903	410-642-2020
C50	Scott Fritsche	8787 W. Buckeye Road	Tolleson	AZ	85353	623-936-5443
C54	Thomas Fallon	494 State Route 416	Montgomery	NY	12549	845-457-5463
C57	Joe Peede	5511 W. Ten Road	Mebane	NC	27302	919-563-1535
C59	Nick Latino 2222	2100 Industrial Park Rd.	Hammond	LA	70401	985-542-2082
C71	Ryan Ashby 2221	264 South 5750 West	Salt Lake City	UT	84101	801-975-6305
C75	Duane Carter 2224	3770 Hogum Bay Road, NE	Lacey	WA	98516	360-491-0241
C89	Mena Kropiwiec 2221	251 Hilton Dr.	Jeffersonville	IN	47130	812-256-2199
D46	Marqual Mitchell	18601 Christopher Way, Ste 100	Lathrop	CA	95330	209-858-1033
E14		Palmas Industrial Carr.809 KM 2.0 Building #3	Catano	PR	00962	787-782-6326

## Annexes and Transships

Branch	Director	Street Address	City	State	Zip	Phone
A36		5786 Collett Rd.	Farmington	NY	14425	585-924-2175
B01	Adolfo Ortiz 3144	1200 Townline Road	Mundelein	IL	60060	847-643-4922
B44	Kip Winsborrow 2229	2325 West Louise Ave	Manteca	CA	95337	209-239-0020
B45		1119 W Middlesex Avenue	Port Reading	NJ	7064	920-592-2000
B56	Jerod Damery	190 Medline Drive, Suite 200	Richmond Hill	GA	31324	912-459-0754
B58	Roger Polanco	198 Commercial Blvd.	Blakeslee	PA	18610	570-646-1293
B66		2700 E. Imperial Highway	Lynwood	CA	90262	626-606-0368
B82	Rocky Losco	9103 Riverside Parkway	Lithia Springs	GA	30122	770-948-1293
E22	Joseph Cruz	600 Derby Ave.	West Haven	CT	06516	203-387-9806
E23	Yvette Gutierrez	3835 John Wall Dr.	Madison	WI	53704	608-241-7924
K56	Jerod Damery	190 Medline Drive, Suite 100	Richmond Hill	GA	31324	912-459-0754



Medline Industries, LP

# **MEDLINE'S VALUE ADDED SERVICES STRUCTURE**



# VALUE ADDED SERVICES AT NO ADDITIONAL COST

Service Offering	Description	Benefits	Cost	Fee Structure	Requirements
<b>Lean Facility Supply Chain Assessments</b>	Access and assistance from Medline's team of Lean supply chain logistics staff. Our team utilizes a library of over 500 logistical assessments performed across the country. In addition the supply chain logistics staff has access to and can bring in additional resources such as Six Sigma Industrial Engineers and Transportation experts. Medline's team will map out all of the touch points and processes in your supply chain, and provide a report out with observations and recommendations.	This is a continuous and on-going process to optimize current supply chains	No Charge		
<b>Par Level and Stocking Assessments</b>	Medline's logistics team will use benchmark data from a library of over 650 logistical assessments to evaluate current inventory levels for improvement opportunities.	Leaner inventories. Reduced obsolescence. Reduced Out of Stocks	No Charge		
<b>Best Unit of Measure Analysis</b>	For existing Low Unit of Measure customers. Medline's Logistics team will evaluate your Low Unit of Measure purchasing patterns in combination with storage capabilities to identify opportunities to purchase in better, more efficient units of measure.	Improved labor efficiency. Reduced LUM fee.	No Charge		
<b>Space Utilization and Design Services</b>	Organization and redesign of the clean supply rooms	20% reduction in count and restock time. 30% reduction in departmental calls to the storeroom for supplies.	No Charge		For Existing Space
<b>Enhanced Bulk Delivery</b>	Establishment of up to 5 unique ship-to locations for departments within each bulk delivery facility.	50% reduction in receiving time, touches and put away time. Product arrives at point of care quicker, more efficiently with less touches.	No Charge		
<b>Medline University® Continuing Education for Clinicians</b>	Medline's online education platform provides free access to 250 clinical courses approved for continuing education credit by nationally recognized boards of nursing and offers administrative capabilities to assign and manage staff education requirements.	<ul style="list-style-type: none"> <li>• Free courses for career advancement</li> <li>• Ability to keep track of all CEs in one convenient place</li> <li>• Easy-to-use reporting tools</li> <li>• Links to live healthcare news feed</li> <li>• Patient and family education brochures</li> <li>• Just-in-time videos for quick reference about products and procedures</li> <li>• On-demand webinars</li> </ul>	No Charge		
<b>Medline.com/ Catalog Punchout</b>	Standard cXML punchout capabilities to "integrate" medline.com product catalog and shopping experience with a provider's MMIS		No Charge		

**Medline's Clinical Solutions (No Cost outside the cost of product)**

<p><b>Skintegrity™</b></p>	<p>An expansion of Medline's Pressure Ulcer Prevention Program (PUPP), Skintegrity is a comprehensive skin management program—from prevention to treatment—that emphasizes standardization of care across the continuum, through customized education, clinically-proven evidence-based products, and ongoing outcomes management.</p>	<ul style="list-style-type: none"> <li>• System standardization and reduction in variation</li> <li>• Outcomes reporting on pressure ulcers and education compliance</li> <li>• Previous outcomes from PUPP Clinical Outcomes Summary; Results: <ul style="list-style-type: none"> <li>- 71.5% average reduction in facility-acquired pressure ulcers</li> <li>- Average annual savings from pressure ulcer prevention \$215,190</li> </ul> </li> </ul>	<p>No Charge</p>		<p>Program Opt-In</p>
<p><b>ERASE CAUTI® Comprehensive Care Solution</b></p>	<p>The ERASE CAUTI Comprehensive Care Solution is designed to help eliminate Catheter Associated Urinary Tract Infections (CAUTIs) through the implementation of 3 bundles (Bladder Bundle, Indwelling Urinary Catheter Bundle, and Care &amp; Maintenance Bundle) that address a patient's complete urological needs. Each bundle is supported by an assessment which drives customized product and education tailored to meet each facility's needs and help them reach their CAUTI reduction goals.</p>	<ul style="list-style-type: none"> <li>• System standardization and reduction in variation</li> <li>• Reduction in utilization</li> <li>• Addresses a patient's full urological life cycle</li> <li>• Previous outcomes from ERASE CAUTI Clinical Outcomes Summary; Results: <ul style="list-style-type: none"> <li>-Average number of CAUTI infections decreased 80% over the course of three consecutively reported months, and 84% over the lifetime of the Program</li> <li>-Average decrease in catheter days over the lifetime of the Program for reporting facilities: 25%</li> </ul> </li> </ul>	<p>No Charge</p>		<p>Program Opt-In</p>
<p><b>Pre-Surgery Patient Engagement Program</b></p>	<p>A pre-surgery prep program designed to help reduce the risk of surgical site infections by:</p> <ul style="list-style-type: none"> <li>• Creating a consistent and standardized process for ALL pre-surgical patients</li> <li>• Providing customized education to the patient about all of the steps leading up to their surgery</li> <li>• Measurement of patient satisfaction, compliance and the reduction of SSIs</li> <li>• System adoption and implementation</li> </ul>	<ul style="list-style-type: none"> <li>• System standardization and reduction in variation</li> <li>• Patient engagement</li> <li>• Helps improve patient experience</li> <li>• Helps reduce SSIs</li> </ul>	<p>No Charge</p>		<p>Program Opt-In</p>
<p><b>DVT Prevention</b></p>	<p>Medline's DVT prevention offering with Hemo-Force pumps and sleeves includes both an intermittent and a sequential system that can auto-detect single vs. dual leg therapy and foot vs. leg therapy. Anti-kink tubing prevents therapy interruption, while nylon/tricot sleeves promote patient compliance and help prevent skin breakdown. Also designed to prevent pressure points, the color-coded sleeves have a size range indicator to ensure proper fit and additional educational printing, instructions and images found directly on the sleeves.</p>	<ul style="list-style-type: none"> <li>• Promotes patient compliance</li> <li>• Helps protect patient from device related HAPU</li> <li>• Saves nursing time with education</li> </ul>	<p>No Charge</p>		<p>Program Opt-In</p>
<p><b>Pneumonia Prevention</b></p>	<p>According to the CDC, pneumonia is tied with surgical site infections as the most common HAI. (1)Hospital-acquired</p>	<ul style="list-style-type: none"> <li>• Oral care kits are designed to prompt staff to do the "right thing at the right time"</li> </ul>	<p>No Charge</p>		<p>Program Opt-In</p>

	<p>pneumonia may be a ventilator associated event (VAE/VAP), or a non-ventilator hospital acquired infection (NV-HAP). A key component of the prevention bundle is oral care; Medline offers comprehensive 24-hour oral care kits for ventilated patients and corresponding single use oral care trays for non-ventilated patients, both designed to facilitate easy oral care to reduce pneumonia infections.</p>	<p>– trays drop down in the order you need them</p> <ul style="list-style-type: none"> <li>• Educational tray labels allow staff to quickly visually identify their component</li> <li>• All components are packaged in the same tray – no forgetting the subglottic suction catheter</li> <li>• Color scheme carries through the entire portfolio – staff can easily see that the single use trays carry the protocol across to NV-HAP patients</li> <li>• Mouth moisturizer applies and dries clear – encourages staff to use it and protect the oral mucosa by keeping it moisturized</li> </ul>			
<b>Hand Hygiene</b>	<p>Good hand hygiene is one of the most critical control strategies in outbreak management and preventing the spread of pathogens. Achieve a safer environment by increasing hand hygiene compliance rates and decreasing the spread of infection through product bundles and training on proper hand hygiene procedures. Medline offers a range of sanitizers and soaps. Sanitizers are available in gel, foam, or liquid-based, with 62%, 70%, or 85% alcohol content. Our soaps include foaming or liquid in regular vs. antibacterial with different active ingredients.</p>	<ul style="list-style-type: none"> <li>• University of Missouri Study found an increase in hand hygiene compliance from 70% to 98% after using Sterillium Comfort Gel</li> </ul>	No Charge		Program Opt-In
<b>Surface Disinfection Program</b>	<p>Medline's Surface Disinfection Program is designed to help reduce cross contamination through a risk assessment that determines a customizable mix of evidence based products, interactive education, and outcomes reporting. The solution incorporates Medline's patent pending "Clean by Number" system that correlates numbers on a Microfiber cloth with high touch surface areas in the patient's room to ensure appropriate cleaning technique.</p>	<ul style="list-style-type: none"> <li>• System standardization and reduction in variation</li> <li>• Reduction in cross contamination</li> <li>• Tailored education and training based on facility needs and goals</li> <li>• Compliance driven reporting system</li> </ul>	No Charge		Program Opt-In
<b>Blood Stream Infections (BSI)</b>	<p>Medline's BSI Solution focuses on the reduction of blood stream infections acquired through central and PICC lines with a newly designed maintenance tray that encourages the use of best practice. Medline also offers SwabFlush®, a saline flush syringe with a disinfection cap attachment that consistently disinfects and protects IV connectors.</p>	<ul style="list-style-type: none"> <li>• System standardization and reduction in variation</li> <li>• Helps prevent CLABSIs</li> <li>• Patient education</li> </ul>	No Charge		Program Opt-In
<b>Falls Prevention</b>	<p>This turnkey solution provides evidence-based safety products, education, and resources necessary to reduce risk for falls and injuries in compliance with industry regulations.</p>	<p>Helps reduce:</p> <ul style="list-style-type: none"> <li>• Risk of falls and injuries</li> <li>• Costs associated with falls and injuries</li> <li>• Readmissions</li> </ul>	No Charge		Program Opt-In

<b>Continen- ce Management</b>	This NAHCA supported continence management program was designed to help reduce costs and provide a high-quality, dignified patient experience. The program is supported by education to help caregivers provide better care, improve outcomes, increase resident satisfaction, reduce risks and make better decisions when it comes to managing incontinence.	<ul style="list-style-type: none"> <li>• Improved patient experience</li> <li>• Better continence outcomes</li> <li>• CNA-tailored training</li> <li>• Outcomes reporting</li> <li>• Tools to improve care</li> <li>• Assessments</li> <li>• Care plans</li> <li>• Tracking capabilities</li> </ul>	No Charge		Program Opt-In
<b>Patient Experience CarePacs™</b>	These kits are designed and packed with personal items that have been selected to enhance patient experience during their stay. WellnessPACs™ are created with essential items to stay clean, comfortable and well rested. QuietPacs™ contain necessities to assist with rest which is an important contributor to healing. All CarePacs can be customized and branded.	<ul style="list-style-type: none"> <li>• Improved patient experience</li> <li>• System branding</li> </ul>	No Charge		Program Opt-In
<b>INTERACT™ eCurriculum</b>	The INTERACT eCurriculum is a state-of-the-art online training program that educates on every aspect of the INTERACT (Interventions to Reduce Acute Care Transfers) Quality Improvement Program.	Comprehensive implementation of the INTERACT Quality Improvement Program can help post-acute care providers reduce all-cause hospital readmissions by 24% (2)	No Charge		Program Opt-In
<b>abaqis® Quality Management System</b>	The only tools that exactly replicate the methods and procedures of the Quality Indicator Survey (QIS), the same calculations, thresholds, and analysis. abaqis also monitors readmission data, helps facilities comply with federal and state regulations, tracks patient and family satisfaction, and manages QAPI processes.	<ul style="list-style-type: none"> <li>• After one year, abaqis users average 5.9 fewer deficiencies than before using abaqis (3)</li> <li>• Facilities with penalties dropped 73%, from 13% to 3.5% (3)</li> <li>• Civil Money Penalties (CMPs) were over \$30,000 lower after abaqis use (3)</li> </ul>	No Charge		Program Opt-In
<b>Hospital Branded Products</b>	The growing importance of ensuring patients have a consistent experience across a health system has inspired Medline to offer private labeling. This will allow the “hospital” to extend the “brand” of the health system.	Branded products leave a positive customer experience	No Charge		Program Opt-In
<b>HIP Transparency APP</b>	The Healthcare Integrated Partnership APP is a new method to improve communication, measure results and identify status of the partnership and projects being executed by the provider and medical supply vendor.		No Charge		Program Opt-In

<b>Service Offering</b>	<b>Description</b>	<b>Benefits</b>	<b>Cost</b>	<b>Fee Structure</b>	<b>Requirements</b>
<b>Enhanced LUM Delivery</b>	Delivery of Low Unit of Measure product in totes on carts sorted by	FTE time savings of 30 to 45 minutes per person per	Quoted Based on Scope		

	internal delivery route. For all LUM and proposed LUM facilities.	delivery. Product arrives at point of care quicker, more efficiently with less touches.			
<b>Perioperative Corrugate Free Delivery</b>	Providing de-cased (cardboard free) delivery service of OR supplies.	Reduction in receiving and put away time of up to 30%. Reduction if not elimination in the amount of breakdown space required at each facility. Elimination of the corrugate waste removal cost.	Quoted Based on Scope	mark-up or line fee	Requires further logistical due diligence and scope to quote
<b>Warehouse Redesign</b>	Medline's team of lean Certified and Six Sigma Operations and Industrial Engineers have design experience from our distribution centers. These engineers can be brought in to assist with any warehouse redesign needs.	Eliminate waste and improve efficiency	Quoted Based on Scope		Requires further logistical due diligence and scope to quote
<b>Outsourced Materials Management</b>	Medline can offer inside delivery, put away & replenishment services. Medline's Materials Management team executes a metrics based management approach to inventory & labor management. This service can impact nursing supply areas, specialty areas & perioperative storage locations.	Reduction in on hand inventory Service rate improvements Labor reduction & quality improvements	Quoted Based on Scope		Requires further logistical due diligence and scope to quote
<b>Patient Charge Stickers</b>	Printed and applied (optional) patient charge labels within Medline distribution center		\$0.15 Applied	Monthly Service Bill	
<b>Physical Inventory Solutions</b>	Physical Inventory Count and Reconciliation Service. Medline's team of experienced Inventory Technicians will perform full physical inventory count and reconciliation services at requested Facilities.	Turn Key Solution Experienced Team that provides services in generally a more timely manner Reconciliation and Analytical reports provided.	Quoted Based on Scope		Requires further logistical due diligence and scope to quote
<b>Priority Path (3PL)</b>	Storage and management of Provider owned material	Service to bring additional product that typically does not go through a distributor (i.e. PPI, manufacturer directs, etc.), into a distribution based model providing fewer and fuller trucks to Provider's.	Quoted Based on Scope		Requires further logistical due diligence and scope to quote

<b>SEAL - Suture and Endo-Mechanical Advanced Logistics</b>	Inventory Management and Consignment for suture and endo mechanical items.	Reduction in labor costs. Minimize waste Lower inventory holding cost Better manage obsolescence; you no longer pay for products you don't use. Electronic ordering and tracking	Quoted Based on Scope	Mark-Up on items being managed	
<b>Consolidated Service Center Solutions/Services</b>	<u>Utilize the Medline Logistical Infrastructure:</u> Centralized Receiving Asset Management of Patient Equipment / DME Inter Facility Pickup & Delivery Service Disaster & Pandemic Order Staging and Storage Capital Equipment Staging Linen Cart Exchange Pre-Kitting TwoBin/KanBin Centralized Courier Services	Reduces capital investment. Provides flexibility. Reduces entry and exit costs. Savings via centralization of processes. Savings via centralization of inventories.	Quoted Based on Scope	Monthly bill	Logistical due diligence to spec out space and services
<b>Medline's Perioperative Consulting Services</b>	A 4 part consultative review of your OR processes employing LEAN methodologies around Part 1 - LEAN Assessment Part 2 - Clinical Analysis Part 3 - Logistical Analysis Part 4 - Financial Analysis	Typical Program Outcomes: 46% reduction in case pick time 40% reduction in number of items picked 47% reduction in setup time	Quoted Based on Scope		Requires further logistical due diligence and scope to quote
<b>Preference Cards</b>	Preference card cleansing, maintenance and management services	Medline Advanced Analytics links to ORIS and/or preference card software to translate preference card contents from the OR vernacular to standardized, cross-referenced products to promote SKU consolidation, safety and reduced process costs.  Medline Advanced Analytics can integrate detail of product consumption data from the preference cards system to the case analysis particularly for PPI heavy cases.	Quoted Based on Scope		Requires further logistical due diligence and scope to quote

<p><b>Physician Office White Glove Service</b></p>	<p>White Glove Service on Office Set Ups: Distributor will deliver, set up items directly at facilities, remove garbage, hang items( that do not require electrical or special services), put together products that require basic assembly and assist in allowing practices to be able to go live as soon as Distributor leaves Participating Member’s facility.</p> <ul style="list-style-type: none"> <li>-Internet ordering solution for order management</li> <li>-Dedicated fulltime inside associate</li> <li>-Dedicated outside associate</li> <li>-Access to insight reporting module</li> <li>-Formulary development and assistance</li> <li>-Dedicated resource to assist in practice conversion analysis for inventory</li> <li>-Responsible for year-end inventory count at each facility</li> </ul>	<p>Benefits included reduction in setup cost and increased efficiencies through savings in implementation time.</p>	<p>Quoted Based on Scope</p>		<p>Requires further logistical due diligence and scope to quote</p>
<p><b>Clinical Inventory Management - ARC Helios</b></p>	<p>ARC Healthcare Technologies (ARC) is a strategic partner of Medline Industries. ARC provides a best-in-class, scalable approach to unified inventory management (Helios system). This coupled with the resources and distribution program opportunities of Medline can provide for a truly unique end-to-end inventory model of visibility (from centralized distribution center to point-of-use).</p> <p>“Helios” is scalable for future expansion both from an enterprise and product tracking standpoint. The “Helios” platform can support both RFID and barcode based item identification technologies in the same installation. “Helios” has existing interfaces with software packages such as Lawson.</p> <p>Primarily using Passive RFID technology, the “Helios” system can track, manage, and deliver reports on all supplies from receipt through consumption in the procedure rooms, laboratories, and patient areas. Low cost and bulk supplies are typically managed automatically using any variation on the two-bin Kanban system, and high</p>	<p>Benefits of the “Helios” system:</p> <ul style="list-style-type: none"> <li>• Existing clients have typically achieved 25% reductions in Inventory</li> <li>• Increased charge capture by between 2% and 5%</li> <li>• Virtually eliminated waste due to expiration.</li> <li>• Visibility across all partners in the supply chain</li> <li>• Reduced costs of inventory in each of the locations</li> <li>• Reduction of “hoarding” per location with centralized location and visibility to ensure confidence product will be delivered on-time as needed.</li> <li>• Complete visibility to the value of owned and consignment inventories</li> </ul>	<p>Quoted Based on Scope</p>		<p>Requires further due diligence and scope to quote</p>

	value/important supplies including Implants, Tissue, etc. will be individually tagged and tracked – where necessary in accordance with UDI and GS1 standards.				
<b>Inventory Interface</b>	<p>A daily Medline branch current inventory interface to a MMIS platform.</p> <p>Medline has worked with providers before to produce a daily feed of current inventory values of stocked items and integrate that data into the provider's MMIS giving the provider the ability to help proactively identify any potential back order issues.</p>	Higher data transparency allowing access to Medline Branch inventory values within a health system's MMIS.	Quoted Based on Scope		Based on development requirements

## Product Return Goods Policy

### **Authorization**

All returns must be authorized by Distributor prior to receipt. Product must be returned within 90 day of purchase. Authorizations are valid for 30 days. Return goods authorizations (RGAs) may be arranged either phoning Service at **1 800-307-8386** or by contacting a Distributor sales representative. Unauthorized returns may be returned to Member at Member's expense, destroyed by Distributor's at Distributor's discretion, or subject to additional charges without credit being issued to Member. **This policy applies to all Members unless superseded by a separate written agreement that includes specific return goods terms and conditions.**

### **Return Procedure**

After obtaining an RGA, each return must include the following information:

- Member's name, address, and account number.
- RGA number.
- Original PO number or original Distributor order number.
- Lot number and expiration dates where applicable.

### **Return Policy**

Defective Products are returnable with prior authorization. Non-defective Products may be returned, provided Member has obtained prior authorization from Distributor, if such Products are in salable condition and suitable for restocking. Freight and restocking may apply as noted in the Restocking Fee Scheduled listed below. Product must be returned within 90 days of receipt.

The following conditions will not be considered for return.

- Products purchased more than three months prior to return request.
- Products considered hazardous materials.
- Special or custom Products made to Member specifications or sold as non-returnable.
- Products returned in altered or damaged packaging, or in packaging other than original packaging.
- Refrigerated items.
- Packs broken, breached or damaged.
- Items in unsalable units of measure where Product cannot be resold.
- Returns prohibited by state law\*.
- Products with less than 6 months shelf life remaining based on expiration dates.
- Third party vendor Products that require a vendor return authorization are subject to the vendor's return policy and applicable fees.
- Issuance of an RGA number does not guarantee credit. Credit issuance is dependent on confirmed receipt/review of returned Products and is subject to the other terms of this policy.

\*Each state has individual Pharmacy laws, all returns are subject to approval Regulatory Affairs.

### **Damages or Shortages**

In an effort to minimize any delay in resolving a damage or shortage claim, Member is required to count all receipts prior to Member's acceptance of delivery from the carrier. All damages or shortages must be noted on the carrier's freight bill or bill of lading and be countersigned by the Member. The damaged Products must remain in the original carton, in the event inspection is required by the transportation company. Member must notify Distributor of any damages in transit or Product shortages within two (2) business days of receipt, or Distributor shall have no obligation to process credit or arrange for Product replacement. Contact Medline Customer Service at 1-800-MEDLINE or a Distributor sales representative to report damages or shortages.

### **Products Shipped in Error by Distributor**

Member must notify Distributor of any shipping errors or disputes within two (2) business days of receipt. Products shipped in error by Distributor are freely returnable for full credit, provided that such returns are made within thirty (30) days of receipt.

### **Defective Product**

Defective Product, properly noted damaged Product and returns that are the result of a Distributor error may be returned at Distributor's expense, with no restocking fee, and for a full credit, subject to the other provisions of this policy.

### **Restocking Fee Schedule**

<u>Return from Date of Invoice</u>	<u>Re-stocking fee Percentage</u>
0 – 30 Days	5% / \$25 minimum + Freight
31 – 60 Days	10% / \$25 minimum + Freight
61 – 90 Days	20% / \$25 minimum + Freight
Greater than 90 days	not returnable unless expressly approved prior to receipt – contact your Medline Representative for additional information



## Recommendation for New Contracts AEPA 026 - EMS SUPPLIES AND EQUIPMENT

### Solicitations rejected PRIOR to Category Committee evaluation with cause for rejection:

None

### Solicitations rejected DURING Category Committee evaluation with cause for rejection:

Edelwise – *Incomplete Pricing Workbook. Tab F.2 of the Pricing Workbook contained over 20 lines where the Manufacturer and Manufacturer SKU were not included.*

Carolina Biological – *Pricing Workbook Discount. Tab F.1 of the Pricing Workbook contained a 0-10% discount range. Responders were instructed "Discounts should be identified as a single minimum discount percentage for each line; ranges of discounts, or discount averages, will not be allowed on a single line." Incomplete Pricing Workbook. Tab F.2 of the Pricing Workbook contained no Manufacturer and Manufacturer SKU information.*

### Methodology Used by the Committee for Determination:

\_\_\_\_\_ Low responsive and responsible Respondent(s) based on the attached price tabulation.

\_\_\_\_\_ Low responsive and responsible Respondents(s) based on the attached market basket study tabulation.

\_\_\_\_\_ Responsive and responsible Respondent based on specialty offerings or value.

### Vendor(s) recommended, ranked by lowest price comparison (where applicable, lowest price = #1). Attach a pricing comparison with reason for recommendation OR include ranking and reasoning on any price tabulation or market basket study used in your methodology (see previous section).

#1 - Medline

#2 - School Health

Items with common Manufacturer SKUs were examined. Medline was less expensive overall (1.28%). School Health had lower pricing on many name brands, including Zoll, Stryker, Welch Allyn, and North American. Recommending both companies will provide better overall value to customers. Additionally, both companies provide unique products not offered by the other, which will also be an advantage for customers. See attached spreadsheet analysis.

### The responses below listed deviations and/or exceptions. Attach Exceptions & Deviations document(s):

No vendor recommended for approval had Exceptions or Deviations.

### Proposed Motion:

The Category Committee recommends that AEPA reject the responses from:

Edelwise

Carolina Biological

### Proposed Motion:

The Category Committee recommends the following responses for approval by AEPA:

Medline

School Health

**Committee Members**

**Committee Chair – Name & Signature:**



Dave Puyear

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**Committee Member:** Becky Herlocker

**Committee Member:** Mark Carollo

**Committee Member:** Darrell Irwin.



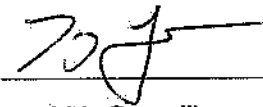
## Acceptance of Solicitation & Contract

Association of Educational

**Instructions:** PART I of this form is to be completed by the Respondent and signed by its Authorized Representative. PART II will be completed by the AEPA Member Agency only upon the occasion of the bid award. If approved by AEPA, the Member Agency will provide a copy of the document to the Respondent.

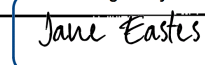
### PART I: RESPONDENT

In compliance with the Published Solicitation (IFB OR RFP), the undersigned warrants that I/we have examined all Instructions to Respondents, associated documents, and being familiar with all of the conditions of the solicitation, hereby offer and agree to furnish all labor, materials, supplies, and equipment incurred in compliance with all terms, conditions, specifications, and amendments associated with this IFB OR RFP and any written exceptions to the bid. The signature also certifies understanding and compliance with the certification requirements of the AEPA Member Agency's Terms and Conditions and/or Special Terms and Conditions. The undersigned understands that their competence, ability, capacity and obligations to offer and provide the proposed tangible personal property, professional services, construction services, and other services on behalf of the Vendor Partner as well as other factors of interest to the AEPA Member Agency as stated in the evaluation section, will be a consideration in making the award.

Business Name	<u>Medline Industries, LP</u>	Date	<u>9/16/2025</u>
Address	<u>3 Lakes Drive</u>	City, State Zip	<u>Northfield, IL 60093</u>
Contact Person	<u>Troy Lothar</u>	Title	<u>Authorized Person</u>
Authorized Signature		Title	<u>Authorized Person</u>
Email	<u>govbids@medline.com</u>	Phone	<u>8479492696</u>

### PART II: AWARDING MEMBER AGENCY

Your bid response for the above-identified bid is hereby accepted. As a Vendor Partner, you are now bound to offer and provide the products and services identified within this solicitation, your response, and approved by AEPA, including all terms, conditions, specifications, exceptions, and amendments. As a Vendor Partner, you are hereby not to commence any billable work or provide any products or services under this contract until an executed purchase order is received from the AEPA Member Agency or Participating Entities. This contract intends to constitute the final and complete agreement between the AEPA Member Agency and Vendor Partner, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall bind any of the parties hereto. No change or modification of this contract shall be valid unless in writing and signed by both parties to this contract. If any provision of this contract is deemed invalid or illegal by any appropriate court of law, the remainder of this contract shall not be affected thereby. The initial term of this contract shall be for up to fifteen (15) months and will commence on the date indicated below and continue until February 28, 2027 unless terminated, canceled, or extended. By mutual written agreement the contract may be extended for three (3) additional 12-month periods after this initial contract term. In the event the AEPA Board does not recommend renewal of the contract, or the contract expires, it may be extended for up to six (6) months by an AEPA state.

Awarding Agency	<u>Cooperative Purchasing Connection</u>		
Authorized Representative	<u>Jane Easter</u> signed by:	<u>Executive Deputy Director</u>	
Authorized Signature	 <small>6D9BB132BB3040A</small>		

Awarded this	<u>15th</u>	day of	<u>December</u>	Contract Number	<u>026-F</u>
Contract to commence-check one (Member Agency to select)	<input type="checkbox"/> 3/1/2026			<input checked="" type="checkbox"/> Or	<u>12/15/2025</u>



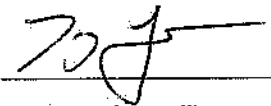
**Acceptance of Solicitation & Contract**

Association of Educational

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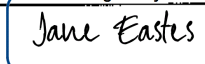
**PART I: RESPONDENT**

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Business Name	<u>Medline Industries, LP</u>	Date	<u>9/16/2025</u>
Address	<u>3 Lakes Drive</u>	City, State Zip	<u>Northfield, IL 60093</u>
Contact Person	<u>Troy Lothar</u>	Title	<u>Authorized Person</u>
Authorized Signature		Title	<u>Authorized Person</u>
Email	<u>govbids@medline.com</u>	Phone	<u>8479492696</u>

**PART II: AWARDING MEMBER AGENCY**

Your bid response for the above-identified bid is hereby accepted. As a Vendor Partner, you are now bound to offer and provide the products and services identified within this solicitation, your response, and approved by AEPA, including all terms, conditions, specifications, exceptions, and amendments. As a Vendor Partner, you are hereby not to commence any billable work or provide any products or services under this contract until an executed purchase order is received from the AEPA Member Agency or Participating Entities. This contract intends to constitute the final and complete agreement between the AEPA Member Agency and Vendor Partner, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall bind any of the parties hereto. No change or modification of this contract shall be valid unless in writing and signed by both parties to this contract. If any provision of this contract is deemed invalid or illegal by any appropriate court of law, the remainder of this contract shall not be affected thereby. The initial term of this contract shall be for up to fifteen (15) months and will commence on the date indicated below and continue until February 28, 2027 unless terminated, canceled, or extended. By mutual written agreement the contract may be extended for three (3) additional 12-month periods after this initial contract term. In the event the AEPA Board does not recommend renewal of the contract, or the contract expires, it may be extended for up to six (6) months by an AEPA state.

Awarding Agency	<u>North Dakota Educators Service Cooperative</u>		
Authorized Representative	<u>Jane Eastes</u> <small>Docusigned by:</small>	<u>Executive Deputy Director</u>	
Authorized Signature	 <small>0098B132BB3040A...</small>		
Awarded this	<u>15th</u>	day of	<u>December</u>
Contract to commence-check one (Member Agency to select)	<input type="checkbox"/> <u>3/1/2026</u>		<input checked="" type="checkbox"/> <u>Or 12/15/2025</u>
Contract Number		<u>026-F</u>	