

Janitorial Paper Products Bid

Background

Restrooms in Alameda County's facilities are stocked with hand towels and toilet tissue that contain a minimum of 30% post-consumer recycled content and are compliant with other requirements found in the California Code of Regulations Title 14, Division 7, Chapter 12, Article 12 – Procurement of Recovered Organic Waste Products (14 CCR 18993.3 et seq.), otherwise known as the SB 1383 paper purchasing requirements. Manufacturing these products with recycled content uses fewer natural resources (such as wood, water and energy), reduces pollution and greenhouse gas emissions, and helps support markets for office paper recycling programs.

Bid Details

Bid Type: Request for Quotation (RFQ)

Bid Number: 902127

Contract Start Date: November 1, 2022

Contract Duration: One year with the option of two one-year renewals

Products Awarded: Paper towels, toilet tissue, napkins and toilet seat covers

Vendor: Waxie Sanitary Supply, (925) 337-2953

Pricing: See page 8 of this document

More Information: For more information, or to request a copy of the bid, contract or award summary, call the Alameda County General Services Agency Purchasing Department at (510) 208-9600.

Disclaimer

This document provides an excerpt of the environmental specifications from this bid. It is compiled from the original bid and all addendums issued during the procurement process.

This document is provided for informational purposes only, and may not include all of the product or service specifications. Agencies interested in evaluating this bid for a piggybacking opportunity should obtain a full copy of the bid and other contract documents, as required, to determine if the competitive process and contract awarded allows piggybacking and meets your agency's rules and regulations for contracting. Contact your legal counsel if you have questions about piggybacking.

Environmental Specifications Excerpt: RFQ No. 902127

STATEMENT OF WORK

A. **INTENT**

It is the intent of these specifications, terms and conditions to describe janitorial coarse paper products being requested by the County.

The County intends to award a one-year contract (with option to renew for two additional one-year terms) to the Bidder selected as the lowest responsible Bidder whose response meets the County's requirements.

It is the intent of these specifications, terms and conditions to procure the most environmentally preferable products with equivalent or higher performance and at equal or lower cost than traditional products. Specific requirements from the County's Sustainability Program that are related to this Bid are included in the appropriate Bid sections.

D. **SPECIFIC REQUIREMENTS**

6. General Coarse Paper Specifications

- a. Products shall be made in accordance with reasonable industry practice with respect to holes, tears, wrinkles, cleanliness, foreign materials, or dirt.
- b. Products must have no disagreeable odor, either wet, or dry.
- c. Edges of the products must be cleanly cut and not ragged.
- d. Products must dispense properly from the box, spindle, or fixture. Dispenser compatibility shall be tested during negotiations with the intended awardee.
 - (1) The County intends to phase out manual dispensers, and phase in hands-free, motion-detecting dispensing units.
 - (2) Applicable hands-free, motion-detecting dispensing units shall be provided at no cost to the County, but when current

paper type is specified for use in a location, the existing dispensers will be utilized.

(3) Dispenser Compatibility shall be tested during negotiations with the intended awardee.

e. Products shall not contain any added pigments, inks, dyes, or fragrances with the following exception: paper towels and napkins may be printed with inks or dyes provided these inks or dyes contain a sum concentration of less than 100 parts per million, by weight, of the following toxic heavy metal ions: lead, cadmium, mercury, or hexavalent chromium.

f. Labeling: Product packaging shall be labeled to indicate the percentage of post-consumer recycled content for the products contained within the package.

7. Minimum Environmental Performance

Products shall meet one or more of the following criteria in order to be considered for award:

a. Product must contain the minimum post-consumer recycled content as described in the California Code of Regulations Title 14, Division 7, Chapter 12, Article 12 – Procurement of Recovered Organic Waste Products (14 CCR 18993.1 et seq.), or as set by the U.S. Environmental Protection Agency’s Comprehensive Procurement Guidelines which can be found at <https://www.epa.gov/smm/comprehensive-procurement-guidelines-paper-and-paper-products#03> or whichever is higher.

b. Product must carry a current certification by one or more of the following Ecolabel programs:

(1) Green Seal Standard for Sanitary Products, GS-1

(2) UL Environmental/ECOLOGO Standard for Sustainability for Sanitary Paper Products, UL 175

The minimum environmental performance for all coarse paper products to be considered for award is outlined in the table below:

Minimum Environmental Performance for Product to be Considered for Award	
<i>Coarse Paper Products</i>	<i>Environmental Performance Criteria</i>
Paper Towels	40% Post-Consumer Recycled Content by Weight; or certified by UL ECOLOGO (UL 175) or Green Seal (GS 1)
Napkins	30% Post-Consumer Recycled Content by Weight; or certified by UL ECOLOGO (UL 175) or Green Seal (GS 1)
Toilet Paper	30% Post-Consumer Recycled Content by Weight; or certified by UL ECOLOGO (UL 175) or Green Seal (GS 1)
Toilet Seat Cover	30% Post-Consumer Recycled Content by Weight; no ecolabel program certifications required

8. De-inking of Recovered Paper

Recovered paper will not be de-inked using chlorinated solvents or any chemicals listed by the United States Environmental Protection Agency (USEPA) under Section 313 of the Emergency Planning and Community Right to Know Act or under Proposition 65 by the California Office of Environmental Health Hazard Assessment.

9. Persistent Bio-Accumulative Toxins

In January 2002, the County passed a resolution to “encourage the reduction and, where feasible, the elimination of ‘persistent bio-accumulative and toxic’ (PBT) chemical emissions...” The USEPA has established a list of 12 priority PBTs including dioxins, polychlorinated bi-phenyls, mercury and its compounds, lead and others. The most current list can be found at the EPA’s website at <http://www.epa.gov/opptintr/pbt/>. Additionally, PBTs are listed in the California Code of Regulations (CCR), Title 22, Section #66261.24.

Contractor shall provide products and services that allow the County to comply with the PBT Resolution. The PBT Resolution requires that the County eliminates and reduces the procurement of products and services

which contain or cause the generation and release of PBTs into the environment during their manufacture, use or destruction/disposal. Contractor shall also provide products that do not contain, use, or generate PBTs. If no alternative materials are available, Contractor shall notify the County in writing prior to providing such materials to the County or using these materials when providing services to the County.

10. Whitening Technology

All papers, whether manufactured in the U.S. or offshore, must comply with the U.S. EPA standards of manufacturing without elemental chlorine. The County will not procure paper products whitened with elemental chlorine.

- a. PCF: Processed Chlorine Free products are most preferable. Processed Chlorine Free refers here to products that contain recycled content produced without elemental chlorine or chlorine derivatives, although one or more fiber components may have originally been bleached with chlorine or chlorine derivatives. Any virgin pulp shall be totally chlorine free.
- b. ECF: Elemental Chlorine Free products are acceptable but not preferred. ECF is a technique that uses chlorine dioxide for the bleaching of wood pulp.

11. Price Escalation/De-Escalation

- a. Price adjustments may be permitted for changes in the contractor's cost of materials not to exceed a 3.5% cap per calendar year period. No price increases will be authorized for 365 calendar days after the effective date of the contract. Price escalation may be permitted only at the end of this period and each 180 days thereafter and only where verified to the satisfaction of the County. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to the County.
- b. Contractor shall give not less than 30 days advance notice of any price increase to the County in writing. Any approved price changes will be effective only at the beginning of the calendar month following the end of the full 30 day notification period. The contractor shall document the amount and proposed effective date

of any general change in the price of materials. Documentation shall be supplied with the contractor's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to the County; and (2) verify the amount or percentage of increase which is being passed on to the Contractor by the Contractor's suppliers. Contractor must provide documentation on letterhead from the manufacturer/supplier/mill, signed by an official of the company verifying price increases.

- c. The County will notify the using departments and contractor in writing of the effective date of any increase which it approves. However, the Contractor shall fill all purchase orders received prior to the effective date of the price adjustment at the old contract price.

E. DELIVERABLES / REPORTS

1. Upon request, Contractor shall provide electronic quarterly usage reports to the GSA-Sustainability Department and to the Procurement & Contracts Specialist for Janitorial Coarse Paper products at no cost to the County. These reports shall be submitted in a Microsoft Excel electronic file and be formatted in such a way as to be sortable by the key categories described below.
2. The County shall work with Contractor to finalize the format of these reports upon contract award. The County reserves the right to make changes to the report and to request additional information, if deemed necessary. Additional electronic copies of these reports shall be sent to additional County business units upon request. Ad hoc reports shall be provided by the Contractor, as required, at no additional cost. Below is a description of the minimum information that shall be included in the report and the formatting requirements.
 - a. Detailed Quarterly Usage Report Formatting
 - (1) Information provided in one worksheet (not multiple tabs or worksheets).
 - (2) Formatted to sort chronologically by purchase date and by key categories as defined below.

- (3) Each horizontal line to contain the data for a single transaction including item, quantity, unit cost, and total cost of transaction.
- b. Key Categories
- (1) Purchase date
 - (2) Customer Number (provide key)
 - (3) Item part number
 - (4) Item description (e.g., brand, size, color, etc.)
 - (5) Type of unit used for pricing (e.g., each, box)
 - (6) Number of individual pieces per unit
 - (7) Units purchased (i.e., order quantity)
 - (8) Shipped quantity (if not same as order quantity)
 - (9) Unit price (i.e., charge to customer)
 - (10) Total order cost
 - (11) Certification standard met by product, if any (e.g. Green Seal, UL ECOLOGO)
3. Upon contract award, Contractor must submit a paper certification form and certify the accuracy of the information provided. A sample of the form is provided in Exhibit C. The Contractor shall update this form if there are any changes to the paper products sold to the County. County reserves the right to modify the form, or request resubmission of the form as required to meet recordkeeping requirements of California Code of Regulations Title 14, Division 7, Chapter 12, Article 12 – Procurement of Recovered Organic Waste Products (14 CCR 18993.1 et seq.).

Contract Pricing

This information is provided for informational purposes only and is current as of the contract start date listed in this document or otherwise stated in the following pages. Alameda County does not guarantee pricing or that you will be able to piggyback on any contract. If your agency wishes to piggyback, contact the vendor directly and work with your legal counsel to establish a separate contract apart from Alameda County.

- Pricing follows on next page -



EXHIBIT B

PAYMENT TERMS

1. County will use its reasonable efforts to make payment to Contractor upon successful completion and acceptance of the following services listed within thirty (30) days upon receipt and approval of invoice.

ITEM NO.	ITEM	ITEM DESCRIPTION	UOM	BRAND/PART NO.	YEAR 1
1	Facial Tissue	Hygienic, Single Interfold, Two-ply, Box, White, 4.5" x 8.3"	250 per pack, 36 packs per case	851504 - WAXIE SELECT PREMIUM FACIAL TISSUE 2-PLY FLAT BOX 30/100	\$17.65
2	Napkin	Paper L3141, 12" x 13", White Lunch Napkin Quarter Fold Type, Single-ply Sulphite, Embossed Finished	400 sheets per pack, 6 packs per case	110308 - TORK UNIVERSAL LUNCHEON NAPKIN 1/4 FOLD 1PLY 500/PK 12PK/CS	\$43.13
3	Towel	Paper, Multi-fold, 10.2" x 10.8"	220 sheets per pack, 10 packs per case	850045 - WAXIE 2010 KLEENLINE MULTIFOLD TOWEL WHITE 16/250 (4000/CS)	\$21.47
4	Towel	Paper, Roll, 7.75" x 9.5", 700'	700 sheets per roll, 6 rolls per case	850088 - WAXIE 2800 KLEENLINE WHITE UNIVERSAL ROLL TOWEL 6/800	\$23.74

5	Towel	Paper, Multi-fold, 1-Ply, unfolded 9.5" x 9.1", Folded 3.2" x 9.1"	250 sheets per pack, 16 packs per case	851246 - WAXIE-GREEN 8001 WHITE MULTIFOLD TOWEL 16/250	\$24.41
6	Towel	Paper, Roll 7.8" x 800'	6 rolls per case	850088 - WAXIE 2800 KLEENLINE WHITE UNIVERSAL ROLL TOWEL 6/800	\$23.74
7	Towel	Paper, Roll 10" x 800 feet	6 rolls per case	850550 - 89480 ENMOTION BROWN ECO LOGO HIGH CAPACITY ROLL TOWEL 6X800	\$53.74
8	Towel	Paper, Roll, 8.2" x 700 feet	6 rolls per case	850088 - WAXIE 2800 KLEENLINE WHITE UNIVERSAL ROLL TOWEL 6/800	\$23.74
9	Towel	Paper, 1 Ply Bigfold White, 9.25x9.50	220 sheets per roll, 10 rolls per case	850415 - 33587 PACIFIC BLUE ULTRA BIGFOLD TOWEL WHITE 10X220	\$29.94
10	Toilet Tissue	Coreless, unwrapped Rolls, 2-ply, Facial Quality, White,	1,000 sheets per roll, 36 rolls per case	851247 - WAXIE-GREEN 8036 SMALL CORE 2-PLY BATH	\$43.51

		3.8" x 4.0", 3000 Sq ft		TISSUE 36/1000	
11	Toilet Tissue	2 Ply, Interfolded White 101A/101101	400 sheets per roll, 60 rolls per case	851340 - 10101 PACIFIC BLUE SELECT INTERFOLDED BATH TISSUE 60X400	\$61.84
12	Toilet Tissue	Hygienic, Biodegradable, Single-Ply, Individually Wrapped Rolls, Standard 1.65" Core, approximately 4" - 4.35" Diameter x 3.75"	1,000 sheets per roll, 96 Rolls per case (1ply)	851103 - 65-135 EARTH FIRST 1-PLY BATH TISSUE - 96/1000	\$36.90
13	Toilet Seat Cover	Paper, Flat, Half-fold Type of Soluble Tissue	250 sheets per pack, 20 packs per case	851531 - WAXIE KLEENLINE 5000 RECYCLED TOILET SEAT COVER 20/250	\$38.76

* Discussed item currently out of stock and will provide best comparable item and pricing.

2. Invoices will be reviewed for approval by the County, GSA, ACPD, ACL, and ACSO.
3. County must pay from the itemized monthly statement for GSA-BMD. Individual invoices must also be provided. Monthly Statement provided per Areas (1-7) for payment.
4. Send invoices for GSA-BMD only to gsa.janitorial.invoice@acgov.org
5. Total payment under the terms of this Agreement will not exceed the total amount of \$1,151,949. This cost includes all taxes and all other charges.