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## AEPA IFB #018-B LED Lighting Bid Proposal Checklist

**Bidder Name:** Facility Solutions Group, Inc.

**Name of Authorized Representative:** Bernie Erickson

**Office Address:** 224 Washington Street, Perth Amboy, New Jersey 08861

**Time Zone:**  Eastern  Central  Mountain  Pacific

**Telephone:** 732-826-6100 **Fax:** 732-826-6540

**Email:** bernie.erickson@fsgi.com **Website:** www.fsgi.com

**Instructions:** Please complete the checklist below, confirming that the following documents have been uploaded to Public Purchase, in their ***individual required format***, by the due date and time listed for this IFB. ***Submission as one merged document will result as being marked non-responsive and will not considered.*** Bidders are reminded that failure to follow, comply with, and adhere to these 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 deadline.

"X"	Document Title, Uploaded to Public Purchase <i>(Bidder must submit forms in the required title/format)</i>	Format of Uploaded Document	Notes
X	Bid Proposal Checklist – Name of Bidding Company	Scanned PDF	
X	Form A – Bid Affidavit – Name of Bidding Company	Scanned PDF	Signature and notarization required
X	Form B – Acceptance of Bid & Contract Award – Name of Bidding Company	Scanned PDF	Signature required
X	Form C – Company Information and Service Questionnaire – Name of Bidding Company	Scanned PDF	Signature required
X	Form D – Exceptions and Deviations – Name of Bidding Company	Scanned PDF	Signature required
X	Form E – Discount & Pricing Schedules – Name of Bidder	Scanned PDF	Signature required
X	Form F – Discount & Pricing Schedules Workbook – Name of Bidder	Excel Workbook	Cannot be password protected
X	Uniform Guidance "EDGAR" Certification	Scanned PDF	Signature required
X	Warranties, Additional Services – Name of Bidding Company (optional)	Submit as PDF	Not provided by AEPA, Bidder Created
X	Additional Discounts – Name of Bidding Company (optional)	Submit as PDF	Not provided by AEPA, Bidder Created
X	Letter of Line of Credit and/or Annual Report – Name of Bidding Company	Submit as PDF	Not provided by AEPA, Bidder Created
X	State Specific Required Forms – Name of Bidding Company	Scanned PDF	**See Appendix in Part C for State Specific Forms (submit with response)



**AEPA IFB #018-B LED Lighting  
Form A – Bid Affidavit**

**Name of Bidder:** Facility Solutions Group, Inc.

**Instructions:** This form must be signed by the Bidder's authorized representative and notarized below. The completed document must be scanned to a PDF format and uploaded to Public Purchase with the Bidder's proposal. If awarded, the Bidder is required to produce a copy of this document for each of the member agencies with which it contracts.

1. The undersigned, duly authorized to represent the persons, firms and corporations joining and participating in the submission of the foregoing bid (such persons, firms and corporations hereinafter being referred to as the bidder), being duly sworn, on his/her oath, states that to the best of his/her belief and knowledge no person, firm 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 bidders, or with any official of the **Member Agency**, or any employee thereof, or any person, firm or corporation under contract with the **Member Agency** whereby the bidder, in order to induce the acceptance of the foregoing bid by the **Member Agency**, has paid or is to pay to any other bidder or to any of the aforementioned persons anything of value whatever, and that the bidder has not, directly nor indirectly entered into any arrangement or agreement with any other bidder or bidders 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 bidder, 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 bidder, nor any officer, director, partner, member or associate of the bidder, nor any of its employees directly involved in obtaining contracts with the State of **Member Agency, 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 bidder or any person on his behalf has examined and understands the terms, conditions, 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 bidder will provide the equipment, commodities, and/or services to members and affiliate members of the Agency in accordance with the terms, conditions, 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 bidder 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 in Forms B, C, D and E of these bid forms.

Bernie Erickson  
Authorized Representative (Please print or type)

224 Washington Street  
Mailing Address

Regional Vice President  
Title (Please print or type)

Perth Amboy, New Jersey 08861  
City, State, Zip

[Signature]  
Signature of Authorized Representative

10-9-2017                      732-826-6100  
Date                                      Phone

Subscribed and sworn to before me this 9<sup>th</sup> day of OCTOBER, 2017

Notary Public in and for County of \_\_\_\_\_ State of \_\_\_\_\_

My commission expires: Signature: [Signature]

**Leon C. Mowadia, Jr.**  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
ID # 2382085

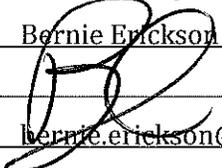
**AEPA IFB #018-B LED Lighting**  
**Form B - Acceptance of Bid & Contract Award**

**Name of Bidder:** Facility Solutions Group, Inc.

**Instructions:** PART I of this form is to be completed by the Bidder and signed by its Authorized Representative. PART II will be completed by the AEPA Member Agency only upon the occasion of the bid award. The completed document must be scanned to a PDF format and uploaded to Public Purchase with the Bidder's proposal. If approved by AEPA, the Bidder is required to produce a copy of the document for each of the AEPA Member Agency with which it contracts.

**PART I: BIDDER**

In compliance with the Invitation For Bid (IFB), the undersigned warrants that I/we have examined the Instructions to Bidders, associated documents, and being familiar with all of the conditions surrounding the proposed projects, 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 and any written exceptions to the bid. 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.

Company Name Facility Solutions Group, Inc. Date 10-9-2017  
Company Address 224 Washington Street City Perth Amboy State NJ Zip 08861  
Contact Person Bernie Erickson Title Regional Vice President  
Authorized Signature  Title Regional Vice President  
Email Address bernie.erickson@fsgi.com Phone 732-826-6100

**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 IFB, your response and approved by AEPA, including all terms, conditions, specifications, exceptions and amendments. As 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. The intent of this contract is 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, 2019, unless terminated, canceled or extended. By mutual written agreement as warranted, the contract may be extended month by month up to six (6) months or for three (3) additional 12-month periods.

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

Agency Executive \_\_\_\_\_

Awarded this \_\_\_\_\_ day of \_\_\_\_\_ Contract Number \_\_\_\_\_

Contract to commence (Member Agency to select):  \_\_\_\_\_ or  March 1, 2018

**AEPA IFB #018-B LED Lighting  
Form C – Company Information & Service Questionnaire**

Name of Bidder: Facility Solutions Group, Inc.

**Company Information**

Company Name Facility Solutions Group, Inc. Website www.fsgi.com

Company Address 224 Washington Street

City Perth Amboy State New Jersey Zip 08861

Contact Person Bernie Erickson Title Regional Vice President

Contact Phone 732-826-6100 Contact Email Bernie.erickson@fsgi.com

**Background**

*Note: Generally, AEPA will not accept an offer from a business that is less than five (5) years old or which fails to demonstrate and/or establish a proven record of business. If the bidder has recently purchased an established business or has proof of prior success in either this business or a closely related business, provide written documentation and verification in response to the questions below. AEPA reserves the right to accept or reject newly formed companies based on information provided in this response and from its own investigation of the company.*

This business is a:  public company  privately owned company.

In what year was this business started under its present name? 1984

Under what other or former name(s) has your business operated? Design Electric, American Light

Is this business a corporation?  No  Yes. If Yes, please complete the following:

Date of incorporation: 1984 State of incorporation: Delaware

Name of President: William Graham

Name(s) of Vice President(s): Robert Graham, Stephen Byrne

Name of Secretary: William Graham

Name of Treasurer: William Graham

Is this business a partnership?  No  Yes. If yes, please complete the following:

Date of organization: \_\_\_\_\_ State founded: \_\_\_\_\_

Type of partnership, if applicable: \_\_\_\_\_

Name(s) of general partner(s): \_\_\_\_\_

Is this organization individually owned?  No  Yes. If yes, please complete the following:

Date of organization: \_\_\_\_\_ State founded: \_\_\_\_\_

Name of owner: \_\_\_\_\_

This organization is a form other than those identified above.  No  Yes.

If Yes, describe the company's format, year and state of origin, and names and titles of the principals. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Company Headquarter Location

Company Address 4401 Westgate Blvd, Suite 310

City Austin State Texas Zip 78745

Main Phone Number 512-440-7985 How long at this address? \_\_\_\_\_

### Company Branch Locations

Branch Address 7209 Jefferson Street NE

City Albuquerque State New Mexico Zip 87109

Branch Address 3800 Camp Creek Parkway

City Atlanta State Georgia Zip 30331

Branch Address 8203-A N Lamar

City Austin State Texas Zip 78753

Branch Address 610 West Powell

City Austin State Texas Zip 78753

Branch Address 6933 Golden Ring Road

City Baltimore State Maryland Zip 21237

Branch Address 14 Jewel Drive

City Boston State Massachusetts Zip 01887

Branch Address 487 Federal Road

City Brookfield State Connecticut Zip 06804

Branch Address 1045 Entry Drive

City Bensenville State Illinois Zip 60106

Branch Address 585 S Padre Island Drive

City Corpus Christi State Texas Zip 78405

Branch Address 2525 Walnut Hill Lane, 100

City Dallas State Texas Zip 75229

Branch Address 5050 Osage Street, 200  
City Denver State Colorado Zip 80221

Branch Address 37689 Schoolcraft Road  
City Livonia State Michigan Zip 48150

Branch Address 2411 Minnis Drive  
City Haltom City State Texas Zip 76117

Branch Address 8018 West Expressway 83  
City Harlingen State Texas Zip 78552

Branch Address 5091 Steadmont  
City Houston State Texas Zip 77040

Branch Address 9715 Kincaid Dr, #2000  
City Indianapolis State Indiana Zip 46037

Branch Address 6435 Vista Drive  
City Shawnee State Kansas Zip 66218

Branch Address 96 Station Plaza  
City Lynbrook State New York Zip 11563

Branch Address 494 8<sup>th</sup> Avenue Suite 200  
City New York State New York Zip 10001

Branch Address 224 Washington Street  
City Perth Amboy State New Jersey Zip 08861

Branch Address 5130 Fulton Dr, SU. G  
City Fairfield State California Zip 94534

Branch Address 960 Brook Road Unit 7  
City Conshohocken State Pennsylvania Zip 19428

Branch Address 263 South Mulberry  
City Mesa State Arizona Zip 85202

Branch Address 3003 NE Loop 410, 130  
City San Antonio State Texas Zip 78218

Branch Address 5527 B Woodbine Ave  
City North Charleston State South Carolina Zip 29406

Branch Address 801 Richfield Road  
City Placentia State California Zip 92870

Branch Address 4652 Eagle Falls Place  
City Tampa State Florida Zip 33619

If more branch locations, insert information here or add another sheet with above information.

## Sales History

Provide your company's annual sales for 2015, 2016, 2017 YTD in the United States by the various public segments:

	2015	2016	2017 YTD
K-12 (public & private), Educational Service Agencies	\$10,364,976	\$10,883,224	\$6,664,239
Higher Education Institutions	Included in Category Above	Included in Category Above	Included in Category Above
Counties, Cities, Townships, Villages	\$2,753,082	\$2,621,983	\$2,179,892
States	\$3,751,283	\$3,938,847	\$3,688,077
Other Public Sector & Non-profits	Included in Category Above	Included in Category Above	Included in Category Above
Private Sector	\$458,599,728	\$527,777,941	\$429,807,056
<b>Total</b>	<b>\$475,469,069</b>	<b>\$545,221,995</b>	<b>\$442,339,264</b>

## Work Force

1. **Key Contacts and Providers:** Provide a list of the individuals, titles, and contact information for the individuals who will provide the following services on a national and/or local basis:

Function	Name	Title	Phone	Email
Contract Manager	Bernie Erickson	Regional VP	(732) 826-6100	Bernie.erickson@fsgi.com
Sales Manager	Robert Ragozine	Sale Mngr.	(732) 826-6100	Robert.ragozine.com
Customer & Support Manager	Stephen Malave	Operation Mngr.	(732) 826-6100	Stephen.malave@fsgi.com
Distributors, Dealers, Installers, Sales Reps	Eric Erickson	Distribution Mngr.	(732) 826-6100	Eric.erickson@fsgi.com
Consultants & Trainers	Kevin Shultz	Sale Engineer	(732) 826-6100	Kevin.schultz@fsgi.com
Technical, Maintenance & Support Services	Kevin Grella	Service Manager	(732) 826-6100	Kevin.grella@fsgi.com
Quotes, Invoicing & Payments	Baris Turan Kevin Shultz	Sales Engineer	(732) 826-6100	Baris.turan@fsgi.com Kevin.schultz@fsgi.com
Warranty & After the Sale	Barbara Novak	Inside Sales	(732) 826-6100	Barbara.novak@fsgi.com
Financial Manager	Bernie Erickson	Regional VP	(732) 826-6100	Bernie.erickson@fsgi.com

2. **Sales Force:** Provide total number and location of salespersons employed by your company in the United States by completing the following: *(To insert more rows, hit the tab key from the last field in the State column.)*

Number of Sales Reps	City	State
Bernie Erickson	Perth Amboy	NJ
Leon Mowadia	New York City	NY
David Attardi	Perth Amboy	NJ
Jason Samuelian	Placentia	CA
Robert Ragozine	New York City	NY
David Shaprio	Dallas	TX

Joseph Reuter	Philadelphia	PA
Ralph Gironde	Philadephia	PA
Robert Graham	Chicago	IL
Steve Frank	Kansas City	MO
Brett Anderson	Austin	TX
Bill Gustin	Indianapolis	IN

3. **Service/Support and Distribution Centers:** Provide the type (service/support or distribution) and location of centers that support the United States by completing the following: *(To insert more rows, hit the tab key from the last field in the State column.)*

Center Type	City	State
See above branch locations.		

## Marketing

1. **Key Marketing Contact(s):** List the name(s), title(s) and contact information of the business's key national and regional marketing office(s). *(To insert more rows, hit the tab key from the last field in the Email column.)*

Name	Title	Phone	Email
Andrew Ghilino	Regional Marketing	732-826-6100	Andrew.ghilino@fsgi.com

2. **Marketing Activities:** Describe how this company marketed its products and services to schools and other public sector audiences in Fiscal Year 2016-2017 (July 1 – June 30). List all conventions, conferences and other events at which this company exhibited.

We attend municipal and educational conferences in all states each year to promote our products and services. We mass market to public agencies using mailers and email marketing. We also make in person visits to make contact and offer our products and services.

3. **Cooperative Marketing:** Describe ways in which this business can collaborate with Member Agencies in marketing the bid.

We have worked successfully with cooperative agencies in the past to market the services of our contract to the members. We have attended trade shows, produced mass mailings, engineered email marketing campaigns, and visited with facility and finance officers to bring awareness to the cooperative purchasing agreement and

4. **Sales Training:** Explain how your company will educate your sales staff on the AEPA contract including timing, methods, etc. Our Sales Staff has experience selling cooperative purchasing agreements. We will hold a training session if awarded to go over the details of the agreement, member list, available products and services, and the marketing plan.

## Environmental Initiatives

- Describe how your products and/or services support environmental goals. \_\_\_\_\_  
Our product and service offerings are designed to reduce energy consumption through the supply and installation of energy efficient lighting and lighting controls.
- Describe the company's "green" objectives (i.e. LEED, reducing footprint, etc.). \_\_\_\_\_  
Our green objectives are helping our customers reduce their carbon footprint as much as possible through energy reducing lighting and lighting controls projects.

## Independent Subcontractors, Distributors, Installers, etc.

If the Bidder is not the sole provider of all goods and services provided under this contract, the following must be answered:

- Selection Criteria for Independent Providers:** Describe the criteria and process by which the business selects, certifies and approves subcontractors, distributors, installers and other independent services.
- Current Subcontractors, Distributors, Installers, Etc.:** 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 bid in the member agency states (listed in Part A of this IFB). Include, if applicable, contractor license information and the state(s) wherein they are eligible to provide services on behalf of this business.

## Disclosures

- Letter of Line of Credit or Annual Financial Report (REQUIRED): Attach a letter from the business's chief financial institution indicating the current line of credit available in its name and evidence of financial stability for the past three calendar years (2014, 2015 and 2016). This letter should state the line of credit as a range (ie. "credit in the low six figures" or "a credit line exceeding five figures"). If company is a publicly traded company a complete Annual Financial Report is required in place of Line of Credit Letter.
- Legal: Does this business have actions currently filed against it?  No  Yes.

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.

## References

Provide contact information of your company's ten largest public agency customers:

Agency	Name	Title	Phone Number	Email
1. PANJNY	James Poon	Engineering		japoon@panynj.gov
2. Freehold Regional High School District	Pat Lagravis	Director of Buildings and Grounds	732-792-7300	
3. Union Beach BOE	John E Dolan	Supervisor of Buildings and Grounds	732-264-3133	jdolan@unionbeachschools.org
4. Township of East Brunswick	L. Mason Neely	Chief Finance Officer	732-390-6860	lneely@eastbrunswick.org

5. Red Bank Regional High School	Manny Pabon	Facility Manager	732-245-9148	mpabon@rbrhs.org
6. Frisco ISD	George Radke		469-633-6529	rattkeg@friscoisd.org
7. Northwest ISD	Charles Ashby		817-215-0130	cashby@nisdtx.org
8. Eanes ISD	Brian Bolek		512-328-4018	bbolek@eanesisd.net
9. Pearland ISD	Connie Hill		214-485-3203	hillc@pearland.com
10. Brownsville ISD	Delia Rodriguez		956-548-8634	dnrodriguez@bisd.us

## Service Questionnaire

Respond to Yes/No and choice questions by using an (X). If a text reply is required, respond in the space below. Scan this form and any attachment pages into a single document and convert to a PDF file. The scanned PDF file must be uploaded to Public Purchase with the Bidder's proposal. As part of evaluating the Bidder's qualifications, the following is being requested and the Bidder is forewarned failure to respond and/or meet the minimum specifications in these areas, may deem their response as non-responsive.

- The following chart indicates which AEPA Member States intend to participate in this bid category. Please place an "X" in response to questions in the last three (3) columns. **Note: A Bidder must be willing and able to deliver the proposed products and/or services to ninety (90%) of the participating AEPA Member States.**

AEPA Member States	Participating in this bid category?	Has the bidding company sold products/services in these states for the past three (3) years?	If awarded, which states does the bidding company propose to sell in?	Indicate which states the bidding company has sales reps, distributors or dealers in.
California		<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Colorado	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Connecticut	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Florida	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Indiana	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Iowa	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Kansas	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Kentucky	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Massachusetts	No	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Michigan		<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Minnesota	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Missouri		<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Montana	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Nebraska	Undecided	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
New Jersey	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
New Mexico	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
North Dakota	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Ohio	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Oregon		<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Pennsylvania	Undecided	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Texas	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Virginia		<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Washington	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
West Virginia	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Wisconsin		<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Wyoming	Yes	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>

2. **e-Commerce:** Does this company have an e-commerce website?  Yes  No

If **Yes**, what is the website? www.fsgi.com

3. **Customer and Support Service:**

- a. Does this company have online customer support options?  Yes  No
- b. Does this company have a toll-free customer support phone option?  Yes  No
- c. Does this company offer local customer and support service options?  Yes  No
- d. Describe the type, level, availability and location(s) of your customer and support service options, including number of dedicated customer/support staff and hours of operation. We have support at all branch locations available from 8:00AM to 5:00PM local time and a national 24 hour emergency support center located in Dallas, Texas.

4. **Training:** If applicable, does this company offer customer training for the products and services sold?

Yes  No

If **Yes**, describe what types/kinds of training you offer, the venues where training occurs and the location(s) of your trainers, include number of staff dedicated to training and their qualifications and hours of operation.

Training will be performed by either and FSG or Manufacturer's Representative to ensure proper operation and maintenance for any product that it is required for. This training will be performed at the customer's facility.

5. **Pricing:**

- a. Is your pricing methodology guaranteed for the term of the contract?  Yes  No
- b. Will you offer customized price lists to Participating Entities as required per the Pricing terms of Part A?  Yes  No
- c. Will you offer hot list pricing (optional) as described in the Pricing terms of Part A?  Yes  No
- d. Will you offer Volume Price Discounts as described in the Pricing terms of Part A?  Yes  No

6. **Competitiveness:** In order for your bid to be considered, your company must offer AEPA prices that are equal to or lower than what your company offers to individual customers and/or cooperatives with equal to or lower volume. Is the pricing that is proposed to AEPA equal to or lower than pricing offered to individual customers and/or cooperatives with equal to or lower volume?

Yes  No

Indicate which of the following apply and the **level of competitive range** you are offering in response to this IFB.

Pricing offered to AEPA is EQUAL TO pricing offered to individual customer and/or cooperatives.

\_\_\_\_\_ Pricing is LESS THAN individual customer and/or cooperatives. Lower by \_\_\_\_\_%

7. **Cooperative Contracts:** Does your company currently have contracts with other cooperatives (local, regional, state, national)?  Yes \_\_\_\_\_ No

If Yes, identify which cooperative and the respective expiration date(s). \_\_\_\_\_

MRESC/ESCNJ expires January 2018. Buy Board expires August 2018. NJPA expires August 2020.

If Yes, and your company is awarded an AEPA contract, which contract will you lead with in marketing and sales representative presentations (sales calls)? \_\_\_\_\_

We will lead with AEPA.

8. **Administrative Fee:** Which of the following best reflects how your pricing includes the individual AEPA Members' administrative fee. Mark with an "X".

	The pricing for the products and/or services are the same for each AEPA Member Agency, shipping, handling administrative fee and other specific state costs are added to arrive at total price offered to the Individual AEPA Member Agency.
	The pricing for the products and/or services is inclusive of the administrative fee and therefore the pricing is the same for all AEPA Member Agencies. Shipping, handling and other state specific costs are added to the adjusted AEPA Member Agency's price.
X	The pricing for the products and/or services includes all (shipping, handling, administrative fee, other) costs to arrive at a single price for all AEPA Member Agencies.

9. **Shipping & Handling: Orders that are \$50.00 or more shall include free shipping and handling.** What is the flat rate your company will charge, regardless of where shipped in the continental United States, for orders less than \$50.00? \$ 25.00

10. **Product Returns:** Does your company have a return policy?  Yes \_\_\_\_\_ No

If Yes, describe your return policy and if you charge a restocking fee, what is it? (AEPA allows up to 15% for supplies and up to 25% for equipment). 15% Restocking Fee. All returns will be processed through the designated FSG Warranty Representative.

11. **Payment Terms:** Will you offer AEPA Buyer's a quick pay discount? \_\_\_\_\_ Yes  No

If Yes, what is the discount? \_\_\_\_\_ % Net \_\_\_\_\_

12. **Leasing:** Do you offer leasing arrangements under this bid?  Yes \_\_\_\_\_ No

13. **If an AEPA contract is approved and awarded by the Member Agencies, as a Vendor Partner, I agree to:**

Responsibilities of an AEPA Vendor Partner	Yes, indicate with an "X"	No, indicate with an "X"
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 working	X	

knowledge of the contract.		
2. Train and educate sales staff on what the AEPA cooperative contract is 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.	X	
3. Develop a marketing plan to support the AEPA contract in collaboration with respective AEPA Member Agencies. Plan should include, but not be limited to, a website presence, electronic mailings, sales flyers, brochures, mailings, catalogs, etc.	X	
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.	X	
5. On a quarterly basis, complete the sales and administrative fee report (see attached PDF example) and submit to each Member Agency along with the respective administrative fees to be paid. If there are no sales, a \$0 report is required.	X	
6. On a quarterly basis, complete the online Vendor Partner sales report for each Member Agency.	X	
7. Have ongoing communication with the Bid Oversight Chairperson, AEPA Member Agencies and the Member Agencies Participating Entities.	X	
8. Attend two (2) AEPA meetings each year (see page 9 in Part A)	X	
9. Participate in national and local conference trade shows to promote the AEPA contracts including, 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).	X	
10. Increase sales over the term of the contract with all participating AEPA Member Agencies.	X	

Signature



*\*Must be same authorized signature that appears on Form A – Bid Affidavit and Form B – Acceptance of Bid & Contract Award.*

## AEPA IFB #018-B LED Lighting Form D – Exceptions and Deviations

Name of Bidder: Facility Solutions Group, Inc.

### Exceptions

**Instructions:**

1. If "no" is marked with an "X" below, complete this form by signing it at the bottom.
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 bidder's name and identifying information as to which item the response refers must appear on each page.
4. Scan this form plus any attachments into a single PDF document.
5. Title the file as per the instructions and upload your PDF document to Public Purchase with the Bidder's proposal.
6. Exceptions to local, state or federal laws cannot be accepted under this bid.

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

IFB Section and Page Number	Outline Number	Term and Condition	Exception

### Deviations

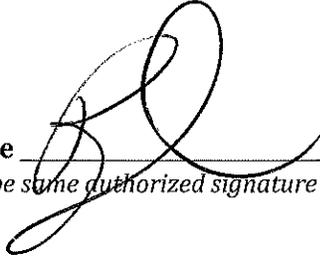
**Instructions:**

7. If "no" is marked with an "X" below, complete this form by signing it at the bottom.
8. If "yes" is marked with an "X" below, insert answers into the form shown below, providing narrative explanations of deviations. *(To insert more rows, hit the tab key from the last field in the last row and column.)*
9. If adding pages, the bidder's name and identifying information as to which item the response refers must appear on each page.
10. Scan this form plus any attachments into a single PDF document.
11. Title the file as per the instructions and upload your PDF document to Public Purchase with the Bidder's proposal.
12. Deviations to local, state or federal laws cannot be accepted under this bid.

x	<b>No</b> , this bidder does not have deviations (exceptions or alternates) to the specifications listed in Part B of this IFB.
	<b>Yes</b> , this bidder has the following deviations to the specifications listed in Part B of this IFB.

Outline Number Part B	Specification (describe)	Details of Deviation

Signature



*\*Must be same authorized signature that appears on Form A – Bid Affidavit and Form B – Acceptance of Bid & Contract Award.*

**AEPA IFB #018-B LED Lighting  
Form E – Discount & Pricing Schedule**

**Name of Bidder:** Facility Solutions Group, Inc.

**Instructions:** *Bidders are reminded as they prepare the discount pricing schedule that they are responsible for administrative fees on purchases to be remitted to Member Agencies. (See Part A of this IFB, Pricing.)*

1. There is one (1) Discount & Pricing Schedule Workbook (in Excel) provided for Bidders to complete with your discounts, pricing, etc. Please note that there are several tabs in the Workbook that should be completed. You must use the provided Excel Workbooks. Pricing must be submitted in the Excel Workbook format with the file name "Form F – Pricing & Discount Schedule Workbook – Name of Bidder."
2. In addition to the provided Excel Workbook, copies of the Bidder's most recent catalog or pricelist showing the products available under this bid should be included as PDF documents.
3. Upload the Excel workbook in its required format along with any additional catalogs or pricelists (PDF format) to Public Purchase with the Bidder's proposal.

These forms are provided on individual tabs on the Excel Workbook:

**F.1. Catalog Discount for Items in a Commercially Available Catalog (REQUIRED)**

Complete the form for this IFB, reset the 'print area' if lines were added, and save the file according to directions.

**F.2A Core Items Price Schedule (REQUIRED)**

Use this tab of the workbook to provide the Bid Discount Percentage and item information for all of the listed core items. Be sure to complete Form G.2B for non-core item pricing and item information.

**F.2B Non-Core Price Schedule (REQUIRED)**

Use this tab of the workbook to provide the item information and the Net Effective Bid Price for all non-core items in your catalog.

**F.3 Services Price Schedule (OPTIONAL)**

If your company provides any design, installation, training or support services to support the items you are bidding, use this form to provide your bid prices.

**F.4 Volume Discounts Schedule (OPTIONAL)**

Use this form if your company is offering additional discounts off of the base discounts bid for one time purchases AND for public agencies that group their requirements together (based on their estimated total annual spend for commodity). Each Bidder must specify the dollar ranges required in order for the agency(ies) to receive the additional discount.

**Additional Forms that may be provided by Bidder:**

**Warranties, Additional Services or Incidental Price Schedule** (Not Provided by AEPA – Bidder Created):  
Provide a price schedule for any and all extended warranties, additional or incidental services, products, equipment and/or supplies.

**Additional Discounts** (Not Provided by AEPA – Bidder Created): If additional discounts/bonuses are available to AEPA members based on a dollar volume, sizes of orders or other criteria, state the formula for arriving at these discounts:

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

*\*Must be same authorized signature that appears on Form A – Bid Affidavit and Form B – Acceptance of Bid & Contract Award.*

## CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

**THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.**

The following definitions apply:

**“Applicable public official”** means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

**“Campaign Contribution”** means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of

individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

**“Family member”** means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

**“Pendency of the procurement process”** means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

**“Prospective contractor”** means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

**“Representative of a prospective contractor”** means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: \_\_\_\_\_  
(Completed by State Agency or Local Public Body)

**DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:**

Contribution Made By: \_\_\_\_\_

Relation to Prospective Contractor: \_\_\_\_\_

Date Contribution(s) Made: \_\_\_\_\_

Amount(s) of Contribution(s) \_\_\_\_\_

Nature of Contribution(s) \_\_\_\_\_

Purpose of Contribution(s) \_\_\_\_\_

\_\_\_\_\_

(Attach extra pages if necessary)

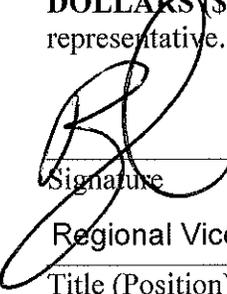
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title (position)

--OR--

**NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE** to an applicable public official by me, a family member or representative.

  
\_\_\_\_\_  
Signature

10/9/2017  
\_\_\_\_\_  
Date

Date

Regional Vice President  
\_\_\_\_\_  
Title (Position)

Title (Position)



## STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

**Taxpayer Name:** FACILITY SOLUTIONS GROUP INC

**Trade Name:**

**Address:** 224 WASHINGTON ST  
PERTH AMBOY, NJ 08861-3490

**Certificate Number:** 1391808

**Effective Date:** December 20, 2007

**Date of Issuance:** May 31, 2013

**For Office Use Only:**

20130531082249310

**AMERICANS WITH DISABILITIES ACT OF 1990**  
**Equal Opportunity for Individuals with Disability**

The contractor and the Educational Services Commission of New Jersey (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, if any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relive the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Signature \_\_\_\_\_

Name Bernie Erickson

Title Regional Vice President

Company name: Facility Solutions Group

**To be completed and signed below**

**Return with bid**

**AFFIRMATIVE ACTION QUESTIONNAIRE**

This form is to be completed and returned with the bid. However, the ESCNJ will accept in lieu of this Questionnaire, Affirmative Action Evidence attached but not stated to this page.

1. Our company has a federal Affirmative Action Plan approval.  Yes  
 No

*If yes*, please attach a copy of the plan to this questionnaire.

2. Our company has a New Jersey State Certificate of Employee Information Report.  Yes  
 No

*If yes*, please attach a copy of the certificate to this questionnaire.

3. If you answered "**NO**" to both questions above, No. 1 and 2, you must apply for an Affirmative Action Employee Information Report – Form AA302.

Please visit the New Jersey Department of Treasury website for the Division of Public Contracts Equal Employment Opportunity Compliance:

[www.state.nj.us/treasury/contract\\_compliance/](http://www.state.nj.us/treasury/contract_compliance/)

- Click on "Forms" and then "AA302" and "Instructions" under the heading "Employee Information Report"
- Complete and submit the form with the appropriate payment to:

Department of Treasury  
Division of Purchase & Property  
Contract Compliance Audit Unit  
EEO Monitoring Program  
P.O. Box 206  
Trenton, New Jersey 08625-0206

All fees for this application are to be paid directly to the State of New Jersey. A copy shall be submitted to the ESCNJ within seven (7) days of the notice of the intent to award the contract or the signing of the contract.

## EMPLOYEE INFORMATION REPORT (FORM AA302)

**IMPORTANT:** READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE COMPLETING THE FORM. PRINT OR TYPE ALL INFORMATION. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM MAY DELAY ISSUANCE OF YOUR CERTIFICATE. IF YOU HAVE A CURRENT CERTIFICATE OF EMPLOYEE INFORMATION REPORT, DO NOT COMPLETE THIS FORM. SEND COPY OF CURRENT CERTIFICATE TO THE PUBLIC AGENCY. DO NOT COMPLETE THIS FORM FOR CONSTRUCTION CONTRACT AWARDS.

**ITEM 1** - Enter the Federal Identification Number assigned by the Internal Revenue Service, or if a Federal Employer Identification Number has been applied for, or if your business is such that you have not or will not receive a Federal Employer Identification Number, enter the Social Security Number of the owner or of one partner, in the case of a partnership.

**ITEM 2** - Check the box appropriate to your TYPE OF BUSINESS. If you are engaged in more than one type of business check the predominate one. If you are a manufacturer deriving more than 50% of your receipts from your own retail outlets, check "Retail".

**ITEM 3** - Enter the total "number" of employees in the entire company, including part-time employees. This number shall include all facilities in the entire firm or corporation.

**ITEM 4** - Enter the name by which the company is identified. If there is more than one company name, enter the predominate one.

**ITEM 5** - Enter the physical location of the company. Include City, County, State and Zip Code.

**ITEM 6** - Enter the name of any parent or affiliated company including the City, County, State and Zip Code. If there is none, so indicate by entering "None" or N/A.

**ITEM 7** - Check the box appropriate to your type of company establishment. "Single-establishment Employer" shall include an employer whose business is conducted at only one physical location. "Multi-establishment Employer" shall include an employer whose business is conducted at more than one location.

**ITEM 8** - If "Multi-establishment" was entered in item 7, enter the number of establishments within the State of New Jersey.

**ITEM 9** - Enter the total number of employees at the establishment being awarded the contract.

**ITEM 10** - Enter the name of the Public Agency awarding the contract. Include City, County, State and Zip Code.

**ITEM 11** - Enter the appropriate figures on all lines and in all columns. THIS SHALL ONLY INCLUDE EMPLOYMENT DATA FROM THE FACILITY THAT IS BEING AWARDED THE CONTRACT. DO NOT list the same employee in more than one job category. DO NOT attach an EEO-1 Report.

**Racial/Ethnic Groups will be defined:**

**Black:** Not of Hispanic origin. Persons having origin in any of the Black racial groups of Africa.

**Hispanic:** Persons of Mexican, Puerto Rican, Cuban, or Central or South American or other Spanish culture or origin, regardless of race.

**American Indian or Alaskan Native:** Persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

**Asian or Pacific Islander:** Persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian Sub-continent or the Pacific Islands. This area

includes for example, China, Japan, Korea, the Phillipine Islands and Samoa.

**Non-Minority:** Any Persons not identified in any of the aforementioned Racial/Ethnic Groups.

**ITEM 12** - Check the appropriate box. If the race or ethnic group information was not obtained by 1 or 2, specify by what other means this was done in 3.

**ITEM 13** - Enter the dates of the payroll period used to prepare the employment data presented in Item 12.

**ITEM 14** - If this is the first time an Employee Information Report has been submitted for this company, check block "Yes".

**ITEM 15** - If the answer to item 14 is "No", enter the date when the last Employee Information Report was submitted by this company.

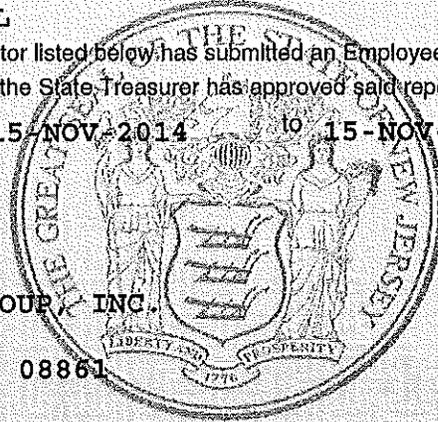
**ITEM 16** - Print or type the name of the person completing the form. Include the signature, title and date.

**ITEM 17** - Enter the physical location where the form is being completed. Include City, State, Zip Code and Phone Number.

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT**  
**RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-NOV-2014** to **15-NOV-2017**

**FACILITY SOLUTIONS GROUP, INC.**  
**224 WASHINGTON STREET**  
**PERTH AMBOY NJ 08861**



  
Andrew P. Sidamon-Eristoff  
State Treasurer

**STATE OF NEW JERSEY**  
Division of Purchase & Property  
Contract Compliance Audit Unit  
EEO Monitoring Program

**EMPLOYEE INFORMATION REPORT**

IMPORTANT-READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND TO SUBMIT THE REQUIRED \$150.00 FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION 8, ITEM 11. For Instructions on completing the form, go to: [http://www.state.nj.us/treasury/contract\\_compliance/pdf/aa302ins.pdf](http://www.state.nj.us/treasury/contract_compliance/pdf/aa302ins.pdf)

**SECTION A - COMPANY IDENTIFICATION**

1. FID. NO. OR SOCIAL SECURITY <b>74-2942838</b>	2. TYPE OF BUSINESS <input type="checkbox"/> 1. MFG <input type="checkbox"/> 2. SERVICE <input checked="" type="checkbox"/> 3. WHOLESALE <input type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER	3. TOTAL NO. EMPLOYEES IN THE ENTIRE COMPANY <b>1630</b>			
4. COMPANY NAME <b>Facility Solutions Group, Inc.</b>					
5. STREET <b>224 Washington Street</b>	CITY <b>Perth Amboy</b>	COUNTY <b>Middlesex</b>	STATE <b>NJ</b>	ZIP CODE <b>08861</b>	
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE)		CITY	STATE	ZIP CODE	
7. CHECK ONE: IS THE COMPANY: <input type="checkbox"/> SINGLE-ESTABLISHMENT EMPLOYER <input checked="" type="checkbox"/> MULTI-ESTABLISHMENT EMPLOYER		1			
8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ		1			
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT		78			
10. PUBLIC AGENCY AWARDED CONTRACT <b>Plainfield Board of Education</b>		CITY <b>Plainfield</b>	COUNTY <b>Union</b>	STATE <b>NJ</b>	ZIP CODE <b>07063</b>
Official Use Only	DATE RECEIVED	INAUG. DATE	ASSIGNED CERTIFICATION NUMBER		

**SECTION B - EMPLOYMENT DATA**

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. **DO NOT SUBMIT AN EEO-1 REPORT.**

JOB CATEGORIES	ALL EMPLOYEES			PERMANENT MINORITY/NON-MINORITY EMPLOYEE BREAKDOWN									
	COL. 1 TOTAL (Cols. 2 & 3)	COL. 2 MALE	COL. 3 FEMALE	***** MALE *****					***** FEMALE *****				
				BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.	BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.
Officials/ Managers	3	3	0	0	1	0	0	2	0	0	0	0	0
Professionals	1	0	0	0	0	0	0	1	0	0	0	0	0
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Workers	13	10	3	0	1	0	0	9	0	2	0	0	1
Office & Clerical	13	6	7	1	1	0	0	4	1	4	0	0	2
Craftworkers (Skilled)	30	30	0	2	11	1	0	16	0	0	0	0	0
Operatives (Semi-skilled)	6	6	0	0	3	0	0	3	0	0	0	0	0
Laborers (Unskilled)	12	12	0	0	7	0	0	5	0	0	0	0	0
Service Workers	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>78</b>	<b>67</b>	<b>13</b>	<b>3</b>	<b>24</b>	<b>1</b>	<b>0</b>	<b>40</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>3</b>
Total employment From previous Report (if any)	80	67	13	3	21	1	1	41	1	7	0	0	5
Temporary & Part-Time Employees	The data below shall NOT be included in the figures for the appropriate categories above.												
	0	0	0	0	0	0	0	0	0	0	0	0	0
12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED? <input type="checkbox"/> 1. Visual Survey <input checked="" type="checkbox"/> 2. Employment Record <input type="checkbox"/> 3. Other (Specify)								14. IS THIS THE FIRST Employee Information Report Submitted? 1. YES <input type="checkbox"/> 2. NO <input checked="" type="checkbox"/>			15. IF NO, DATE LAST REPORT SUBMITTED MO. DAY YEAR <b>10 18 12</b>		
13. DATES OF PAYROLL PERIOD USED From: <b>06/03/2013</b> To: <b>06/09/2013</b>													

**SECTION C - SIGNATURE AND IDENTIFICATION**

16. NAME OF PERSON COMPLETING FORM (Print or Type) <b>Jake Clark</b>	SIGNATURE 	TITLE <b>Accounting Manager</b>	DATE MO DAY YEAR <b>06 11 2013</b>		
17. ADDRESS NO. & STREET <b>4401 Westgate Blvd, Suite 310</b>	CITY <b>Austin</b>	COUNTY <b>Travis</b>	STATE <b>TX</b>	ZIP CODE <b>78745</b>	PHONE (AREA CODE, NO., EXTENSION) <b>512 - 440 - 7985</b>

**TYPE OR PRINT IN SHARP BALL POINT PEN**

THE VENDOR IS TO COMPLETE THE EMPLOYEE INFORMATION REPORT FORM (AA302) AND RETAIN COPY FOR THE VENDOR'S OWN FILES. THE VENDOR SHOULD ALSO SUBMIT A COPY TO THE PUBLIC AGENCY AWARDED THE CONTRACT IF THIS IS YOUR FIRST REPORT; AND FORWARD ONE COPY WITH A CHECK IN THE AMOUNT OF \$150.00 PAYABLE TO THE TREASURER, STATE OF NEW JERSEY (FEE IS NON-REFUNDABLE) TO:

NJ Department of the Treasury  
Division of Contract Compliance & Equal Employment Opportunity  
P.O. Box 209  
Trenton, New Jersey 08625-0209 Telephone No. 1-609-292-5475

**To download the AA-302 form, click this link:**

[http://www.state.nj.us/treasury/contract\\_compliance/pdf/aa302.pdf](http://www.state.nj.us/treasury/contract_compliance/pdf/aa302.pdf)

I certify that the above information is correct to the best of my knowledge.

Name of Company/Firm

Facility Solutions Group

Address

224 Washington Street

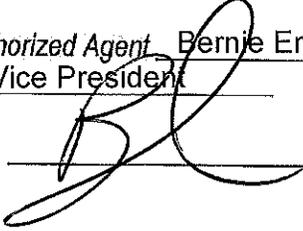
City, State, Zip

Perth Amboy, NJ, 08861

Name of Authorized Agent Bernie Erickson  
Regional Vice President

Title

SIGNATURE



Date 10/9/2017

### Sample Certificate of Employee Information Report

Certification 111XX

#### CERTIFICATE OF EMPLOYEE INFORMATION REPORT

INITIAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-DEC-20XX to 15-DEC-20XX

SAMPLE COMPANY, INC.  
33 WEST STATE STREET  
TRENTON, NJ 08625



VOID



State Treasurer

(REVISED 4/10)

RETURN WITH BID

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability,

nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

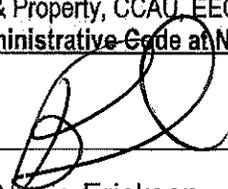
The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance))

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Signature  \_\_\_\_\_

Name Bernie Erickson \_\_\_\_\_

Title Regional Vice President \_\_\_\_\_

Company name: Facility Solutions Group \_\_\_\_\_

**Educational Services Commission of New Jersey  
Business Office  
1660 Stelton Road  
Piscataway, New Jersey 08854**

**Chapter 271  
Political Contribution Disclosure Form  
(Contracts that Exceed \$17,500.00)  
Ref. N.J.S.A. 52:34-25**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that FACILITY SOLUTIONS GROUP, INC (Business Entity) has made the following reportable political contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26 during the twelve (12) months preceding this award of contract:

**Reportable Contributions**

<u>Date of Contribution</u>	<u>Amount of Contribution</u>	<u>Name of Recipient Elected Official/ Committee/Candidate</u>	<u>Name of Contributor</u>

The Business Entity may attach additional pages if needed.

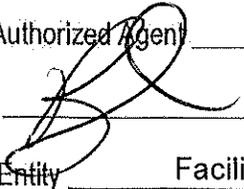
**No Reportable Contributions** (Please check (✓) if applicable.)

I certify that Facility Solutions Group (Business Entity) made no reportable contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26.

**Certification**

I certify, that the information provided above is in full compliance with Public law 2005 – Chapter 271.

Name of Authorized Agent Bernie Erickson

Signature  Title Regional Vice President

Business Entity Facility Solutions Group

## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

### Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s. 2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee<sup>1</sup>
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - of the public entity awarding the contract
  - of that county in which that public entity is located
  - of another public entity within that county
  - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs)

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." (N.J.S.A. 19:44A-20.26(b)). The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

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<sup>1</sup> N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L. 1993, c. 65 (C. 19:44A-10.1) for the purpose of receiving contributions and making expenditures."

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed over sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

**P.L. 2005, c. 271**

(Unofficial version, Assembly Committee Substitute to A-3013, First Reprint\*)

**AN ACT** authorizing units of local government to impose limits on political contributions by contractors and supplementing Title 40A of the New Jersey Statutes and Title 19 of the Revised Statutes.

**BE IT ENACTED** by the Senate and General Assembly of the State of New Jersey:

**40A:11-51** 1. a. A county, municipality, independent authority, board of education, or fire district is hereby authorized to establish by ordinance, resolution or regulation, as may be appropriate, measures limiting the awarding of public contracts there from to business entities that have made a contribution pursuant to P.L. 1973, c. 83 (C. 19:44A-1 et seq.) and limiting the contributions that the holders of a contract can make during the term of a contract, notwithstanding the provisions and parameters of sections 1 through 12 of P.L. 2004, c. 19 (C. 19:44A-20.2 et al.) and section 22 of P.L. 1973, c. 83 (C. 19:44A-22).

b. The provisions of P.L. 2004, c. 19 shall not be construed to supersede or preempt any ordinance, resolution or regulation of a unit of local government that limits political contributions by business entities performing or seeking to perform government contracts. Any ordinance, resolution or regulation in effect on the effective date of P.L. 2004, c. 19 shall remain in effect and those adopted after that effective date shall be valid and enforceable.

c. An ordinance, resolution or regulation adopted or promulgated as provided in this section shall be filed with the Secretary of State.

**52:34-25** 2. a. Not later than 10 days prior to entering into any contract having an anticipated value in excess of \$17,500, except for a contract that is required by law to be publicly advertised for bids, a State agency, county, municipality, independent authority, board of education, or fire district shall require any business entity bidding thereon or negotiating therefore, to submit along with its bid or price quote, a list of political contributions as set forth in this subsection that are reportable by the recipient pursuant to the provisions of P.L. 1973, c. 83 (C.19:44A-1 et seq.) and that were made by the business entity during the preceding 12 month period, along with the date and amount of each contribution and the name of the recipient of each contribution. A business entity contracting with a State agency shall disclose contributions to any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or any continuing political committee. A business entity contracting with a county, municipality, independent authority, other than an independent authority that is a State agency, board of education, or fire district shall disclose contributions to: any State, county, or municipal committee of a political party; any legislative leadership committee; or any candidate committee of a candidate for, or holder of, and elective office of that public entity, of that county in which that public entity is located, of another public entity within that county, or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county, or any continuing political committee.

The provisions of this section shall not apply to a contract when a public emergency requires the immediate delivery of goods or services.

b. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by

any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

c. As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity of 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate; and

**P.L. 2005, c. 271**

"State agency" means any of the principal departments in the Executive Branch of the State Government, and any division, board, bureau, office, commission or other instrumentality within or created by such department, the Legislature of the State and any office, board, bureau or commission within or created by the Legislative Branch, and any independent State authority, commission, instrumentality or agency.

d. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

**19:44A-20.13 3.** a. Any business entity making a contribution of money or any other thing of value, including an in-kind contribution, or pledge to make a contribution of any kind to a candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, or to a political party committee, legislative leadership committee, political committee or continuing political committee, which has received in any calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity, shall file an annual disclosure statement with the New Jersey Election Law Enforcement Commission, established pursuant to section 5 of P.L. 1973, c. 83 (C. 19:44A-5), setting forth all such contributions made by the business entity during the 12 months prior to the reporting deadline.

b. The commission shall prescribe forms and procedures for the reporting required in subsection a. of this section which shall include, but not be limited to:

(1) the name and mailing address of the business entity making the contribution, and the amount contributed during the 12 months prior to the reporting deadline;

(2) the name of the candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, candidate committee, joint candidates committee, political party committee, legislative leadership committee, political committee or continuing political committee receiving the contribution; and

(3) the amount of money the business entity received from the public entity through contract or agreement, the dates, and information identifying each contract or agreement and describing the goods, services or equipment provided or property sold.

c. The commission shall maintain a list of such reports for public inspection both at its office and through its Internet site.

d. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity, or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

As used in this section:

"Business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction; and

"Interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate.

e. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

4. This act shall take effect immediately.

\*Note: Bold italicized statutory references of new sections are anticipated and not final as of the time this document was prepared. Statutory compilations of N.J.S.A. 18A:18A-51 is anticipated to show a reference to N.J.S.A. 40:11-51 and to N.J.S.A. 52:34-25.

To be completed and signed below.

Return with bid

**STATEMENT OF OWNERSHIP**  
**(OWNERSHIP DISCLOSURE CERTIFICATION)**  
**N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)**

**This Statement Shall Be Included with  
All Bid and Proposal Submissions**

**Name of Business:** Facility Solutions Group

**Address of Business:** 224 Washington Street, Perth Amboy, NJ 08861

**Name of person completing this form:** Bernie Erickson

**N.J.S.A. 52:25-24.2:**

"No corporation, partnership, or limited liability company shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, unless prior to the receipt of the bid or proposal, or accompanying the bid or proposal of said corporation, said partnership, or said limited liability company there is submitted a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member, exceeding the 10 percent ownership criteria established in this act, has been listed.

To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

The Attorney General has advised that the provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships, apply to limited partnerships, limited liability partnerships, and Subchapter S corporations.

This Ownership Disclosure Certification form shall be completed, signed and notarized.  
**Failure of the bidder/proposer to submit the required information is cause for automatic rejection of the bid or proposal**

**Part I**

Check the box that represents the type of business organization:

- Sole Proprietorship (skip Parts II and III, sign and notarize at the end)
- Non-Profit Corporation (skip Parts II and III, sign and notarize at the end)
- Partnership       Limited Partnership       Limited Liability Partnership
- Limited Liability Company
- For-profit Corporation (including Subchapters C and S or Professional Corporation)
- Other (be specific): \_\_\_\_\_

**Part II**

- I certify that the list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.  

OR
- I certify that no one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or that no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be.

**Sign and notarize the form below, and, if necessary, complete the list below. (Please attach additional sheets if more space is needed):**

Name: William Graham  
Address: 6312 Ayers Drive  
Austin, TX 78746

Name: Stephen Byrne  
Address: 4009 Vivas Lan  
Austin, TX 78735

Name: Robert Graham  
Address: 5510 Farquhar Lane  
Dallas, TX 75209

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

**Part III - Any Direct or Indirect Parent Entity Which is Publicly Traded:**

"To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

Pages attached with name and address of each publicly traded entity as well as the name and address of each person that holds a 10 percent or greater beneficial interest.

OR

Submit here the links to the Websites (URLs) containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent.

\_\_\_\_\_  
\_\_\_\_\_

AND

Submit here the relevant page numbers of the filings containing the information on each person holding a 10 percent or greater beneficial interest.

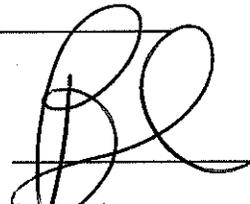
\_\_\_\_\_  
\_\_\_\_\_

Subscribed and sworn before me this 9 day of October, 2017.

(Notary Public)

My Commission expires:

  
Leon S. Mowadia, Jr.  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
ID # 2382085  
MY COMMISSION EXPIRES FEBRUARY 3, 2019

  
\_\_\_\_\_  
(Affiant)

Bernie Erickson (Regional Vice President)

(Print name of affiant and title if applicable)

(Corporate Seal if a Corporation)

# Statement of Suspension or Debarment

STATE OF NEW JERSEY/ \_\_\_\_\_  
Specify, of other

COUNTY OF Middlesex

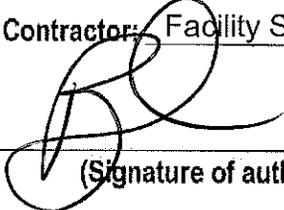
I, Bernie Erickson of the (City, Town, Borough)  
of Redbank State of New Jersey of full age,

being duly sworn according to law on my oath depose and say that:

I am Regional Vice President of the firm  
of Facility Solutions Group the Bidder

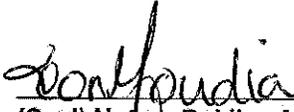
making the Proposal for the above named projects, and that I executed the said Proposal with full authority to do so; that said Bidder is not at the time of the making this bid included on the New Jersey State Treasurer's or the Federal Government's List of Debarred, Suspended or Disqualified Bidders as a result of action taken by any State or Federal Agency.

Name of Contractor: Facility Solutions Group  
(Company Name)

By:  \_\_\_\_\_  
(Signature of authorized representative)

Subscribed and sworn to before me

This 9<sup>th</sup> day of OCTOBER, 20 17.

  
\_\_\_\_\_  
(Seal) Notary Public of New Jersey/  
Specify Other State

My Commission expires \_\_\_\_\_ 20 \_\_\_\_.

Leon C. Mowadja, Jr.

NOTARY PUBLIC  
STATE OF NEW JERSEY

ID # 2382085

MY COMMISSION EXPIRES FEBRUARY 3, 2019

STATE OF NEW JERSEY – DIVISION OF PURCHASE AND PROPERTY  
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Quota Number: \_\_\_\_\_

Bidder/Offeror: \_\_\_\_\_

**PART 1: CERTIFICATION**

**BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.**

**FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE.**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive. If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

**OR**

I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

**PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

**EACH BOX WILL PROMPT YOU TO PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, CLICK THE "ADD AN ADDITIONAL ACTIVITIES ENTRY" BUTTON.**

Name _____	Relationship to Bidder/Offeror _____	<input type="button" value="Delete"/>
Description of Activities _____		
Duration of Engagement _____	Anticipated Cessation Date _____	
Bidder/Offeror Contact Name _____	Contact Phone Number _____	

Certification: I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge that I am authorized to execute this certification on behalf of the bidder, that the State of New Jersey is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State in writing of any changes to the information contained herein, that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Bernie Erickson

Signature:   
Do Not Enter PIN as a Signature

Title: Regional Vice President

Date: 10/9/17



## State of New Jersey

DEPARTMENT OF THE TREASURY  
DIVISION OF PURCHASE AND PROPERTY  
OFFICE OF THE DIRECTOR  
33 WEST STATE STREET  
P. O. BOX 039

TRENTON, NEW JERSEY 08625-0039  
<https://www.njstart.gov>  
Telephone (609) 292-4886 / Facsimile (609) 984-2575

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

FORD M. SCUDDER  
*State Treasurer*

JIGNASA DESAI-MCCLEARY  
*Director*

The following list represents entities determined, based on credible information available to the public, to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 26 ("Chapter 26"):

1.	Bank Markazi Iran (Central Bank of Iran)	18.	Indian Oil Corporation
2.	Bank Mellat	19.	Kingdram PLC
3.	Bank Melll Iran	20.	Maire Tecnimont SpA
4.	Bank Tejarat	21.	Natiran Intrade Company (NICO)
5.	National Iranian Tanker Company (NITC)	22.	Oil and Natural Gas Corporation (ONGC)
6.	Amora	23.	Oil India Limited
7.	Bank Saderat PLC	24.	Persia International Bank
8.	Bank Sepah	25.	PetroChina Company, Ltd.
9.	Belaz	26.	Petroleos de Venezuela (PDVSA Petróleo, SA)
10.	Belneftkhim (Belarusneft)	27.	Sameh Afzar Tajak Co. (SATCO)
11.	China International United Petroleum & Chemicals Co., Ltd. (Unipet)	28.	Shandong FIN CNC Machine Company, Ltd.
12.	China National Offshore Oil Corporation (CNOOC)	29.	Sinohydro
13.	China National Petroleum Corporation (CNPC)	30.	SKS Ventures
14.	China National United Oil Corporation (ChinaOil)	31.	Som Petrol AS
15.	China Petroleum & Chemical Corporation (Sinopec)	32.	Zhuhai Zhenrong Company
16.	China Precision Machinery Import-Export Corp. (CPMIEC)		
17.	Grimley Smith Associates		

List Date: January 30, 2017

To be completed and signed below.

Return with Bid

**Prevailing Wages Certification**

It is the determination of the ESCNJ that this is a public works project that in total will exceed \$2,000.00 (two thousand dollars), therefore prevailing wages rules and regulations apply as promulgated by the New Jersey Prevailing Wage Act and in conformance with N.J.S.A. 34:11-56:25. With the laws as they apply to the public agency.

**CERTIFICATION**

1. I certify that our company understands that this project of the ESCNJ requires prevailing wages to be paid in full accordance with the law.
2. I further certify that all subcontractors named in this bid understand that this project requires the subcontractor to pay prevailing wages in full accordance with the law.

**NOTIFICATION OF VIOLATIONS – New Jersey Department of Labor**

Has the Bidder or any person having an "interest" with the Bidder, been notified by the New Jersey Department of Labor by notice issued pursuant to N.J.S.A. 34:11-56:37 that he/she has been in violation for failure to pay prevailing wages as required by the New Jersey Prevailing Wage Act within the last five (5) years?

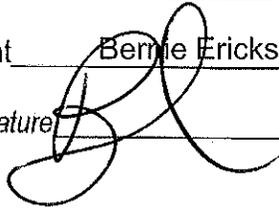
\*Yes \_\_\_\_\_ No   X  

\*If yes, please attach a signed document explaining any/or all administrative proceedings with the NJDOL within the last five (5) years.

Please include any pending administrative proceedings with the NJDOL, if any.

Name of Company Facility Solutions Group

Authorized Agent Bernie Erickson (Regional Vice President)

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

Certificate Number  
675208

Registration Date: 01/28/2016  
Expiration Date: 01/27/2018

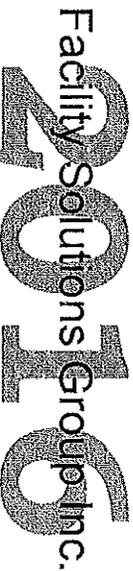


# State of New Jersey

## Department of Labor and Workforce Development Division of Wage and Hour Compliance

### Public Works Contractor Registration Act

Pursuant to N.J.S.A. 34:11-56.48, et seq. of the Public Works Contractor Registration Act, this certificate of registration is issued for purposes of bidding on any contract for public work or for engaging in the performance of any public work to:



**Responsible Representative(s):**

William Graham, President

Stephen Byrne, Vice-President

**Responsible Representative(s):**

Robert Graham, Vice-President

*Harold J. Wirths*

Harold J. Wirths, Commissioner  
Department of Labor and Workforce Development

NON TRANSFERABLE

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor and Workforce Development.



*State of New Jersey*

DEPARTMENT OF THE TREASURY  
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION  
33 W. STATE STREET  
PO BOX 034  
TRENTON, NEW JERSEY 08625-0034

REPLY TO:  
TEL: (800) 943-3400  
FAX: (800) 292-7651

**TOTAL AMOUNT OF  
UNCOMPLETED CONTRACTS**

*(This form is to be used with the NOTICE OF CLASSIFICATION when submitting bids to the Department of Education.)*

I Certify that the amount of uncompleted work on contracts is \$ \$36,906,063.

*The amount claimed includes uncompleted portions of all currently held contracts from all sources (public and private) in accordance with N.J.A.C. 17:19-2.13.*

*I further certify that the amount of this bid proposal, including all outstanding incomplete contracts does not exceed my prequalification dollar limit.*



Respectfully submitted,

By Facility Solutions Group

Name of Firm

Signature

Regional Vice President

Title

224 Washington Street

Business Address

Perth Amboy, NJ 08861

732-826-6100

Phone

Sworn to and  
subscribed before me

This 9 day of OCT  
20 17

Notary Public

**Leon C. Mowadla, Jr.**

NOTARY PUBLIC

STATE OF NEW JERSEY

ID # 2382085

MY COMMISSION EXPIRES FEBRUARY 3, 2019

**STATEMENT OF OWNERSHIP DISCLOSURE**

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

**This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.**

Name of Organization: Facility Solutions Group

Organization Address: 224 Washington Street

City, State, ZIP: Perth Amboy, NJ 08861

**Part I Check the box that represents the type of business organization:**

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type)     Limited Liability Company (LLC)
- Partnership         Limited Partnership         Limited Liability Partnership (LLP)
- Other (be specific): \_\_\_\_\_

**Part II Check the appropriate box**

- The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**  
**OR**
- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
William Graham	6312 Ayers Drive, Austin, TX 78746
Robert Graham	5510 Farquhar Lane, Dallas, TX 75209
Stephen Byrne	4009 Vivas Lane, Austin, TX 78735

**Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

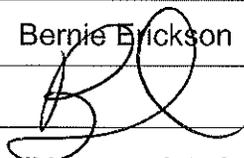
Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

**Please list** the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address
William Graham	6312 Ayers Drive, Austin, TX 78746
Robert Graham	5510 Farquhar Lane, Dallas, TX 75209
Stephen Byrne	4009 Vivas Lane, Austin, TX 78735

**Part IV Certification**

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **ANYTOWN Board of Education** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **Board of Education** to notify the **Board of Education** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **Board of Education** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Bernie Erickson	Title:	Regional Vice President
Signature:		Date:	10/9/2017

**This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.**

THIS DOCUMENT IS PRINTED ON WATER MARKED PAPER WITH A MULTICOLORED BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

State Of New Jersey  
New Jersey Office of the Attorney General  
Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE  
Board of Exam. of Electrical Contractors

HAS LICENSED

FACILITY SOLUTIONS GROUP INC  
STEPHEN J THORWEGEN JR  
5115 Steadmont  
Houston TX 77040

FOR PRACTICE IN NEW JERSEY AS A(N): Electrical Business Permit

04/01/2015 TO 03/31/2018  
VALID

34EB01067100  
LICENSE/REGISTRATION/CERTIFICATION #

*Steve L. L...*  
ACTING DIRECTOR

Signature of Licensee/Registrant/Certificate Holder

New Jersey Office of the Attorney General  
Division of Consumer Affairs  
THIS IS TO CERTIFY THAT THE  
Board of Exam. of Electrical Contractors  
HAS LICENSED  
FACILITY SOLUTIONS GROUP INC  
Electrical Business Permit  
04/01/2015 TO 03/31/2018  
VALID  
34EB01067100  
License/Registration/Certificate #  
ACTING DIRECTOR

PLEASE DETACH HERE  
IF YOUR LICENSE/REGISTRATION/  
CERTIFICATE ID CARD IS LOST  
PLEASE NOTIFY:  
Board of Exam. of Electrical Contractors  
P.O. Box 45006  
Newark, NJ 07101

PLEASE DETACH HERE

FACILITY SOLUTIONS GROUP INC

YOUR LICENSE/REGISTRATION/CERTIFICATE NUMBER IS 34EB 01067100 . PLEASE USE IT IN ALL  
CORRESPONDENCE TO THE DIVISION OF CONSUMER AFFAIRS. USE THIS SECTION TO REPORT ADDRESS  
CHANGES. YOU ARE REQUIRED TO REPORT ANY ADDRESS CHANGES IMMEDIATELY TO THE ADDRESS NOTED  
BELOW.

EXPIRATION DATE 2018

Board of Exam. of Electrical Contractors  
P.O. Box 45006  
Newark, NJ 07101

PRINT YOUR NEW ADDRESS OF RECORD BELOW.  
YOUR ADDRESS OF RECORD IS THE ADDRESS THAT WILL PRINT ON  
YOUR LICENSE/REGISTRATION/CERTIFICATE AND IT MAY BE MADE  
AVAILABLE TO THE PUBLIC.

HOME   
BUSINESS

PRINT YOUR NEW MAILING ADDRESS BELOW.  
YOUR MAILING ADDRESS IS THE ADDRESS THAT WILL BE USED BY  
THE DIVISION OF CONSUMER AFFAIRS TO SEND YOU ALL  
CORRESPONDENCE.

HOME   
BUSINESS

TELEPHONE  
INCLUDE AREA CODE

TELEPHONE  
INCLUDE AREA CODE



**Association of Educational Purchasing Agencies**  
**Tabulation Report IFB #018-B - LED Lighting**  
**Vendor: Facility Solutions Group, Inc.**

**General Comments:**

- General Attachments:** Bid Proposal Checklist - AEPA IFB 018-B LED Lighting.pdf  
Form A - Bid Affidavit - AEPA IFB 018-B LED Lighting.pdf  
Form B - Acceptance of Bid - Contract Award - AEPA IFB 018-B LED Lighting.pdf  
Form C - Company Info. and Service Questionnaire - AEPA IFB 018-B LED Lighting\_Amended 9.27.17.pdf  
Form D - Exceptions and Deviations - AEPA IFB 018-B LED Lighting.pdf  
Form E - Discount - Pricing Schedule - AEPA IFB 018-B LED Lighting.pdf  
Form F.1-F.4 - Discount - Pricing Schedule Workbook - AEPA 018-B LED Lighting.xlsx  
Letter of Line of Credit or Annual Report - Name of Bidding Company.pdf  
State Specific Required Forms.pdf  
Uniform EDGAR Compliance Certification - AEPA 018-B LED Lighting.pdf

**AEPA IFB #018-B LED Lighting**  
**Uniform Guidance “EDGAR” Certification**  
**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 vendors submitting proposals must complete this EDGAR Certification form regarding the vendor’s willingness and ability to comply with certain requirements which may be applicable to specific agency purchases using federal grant funds.

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

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

Provisions regarding vendor 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 vendor 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 vendor. If this agreement is terminated in accordance with this paragraph, the participating agency shall only be required to pay vendor for goods and services delivered to the participating agency prior to the termination and not otherwise returned in accordance with the vendor’s return policy. If the participating agency has paid the vendor for goods and services not year provided as the date of termination, vendor shall immediately refund such payment(s).

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

**3. Equal Employment Opportunity**

Except as otherwise provided under 41 CFR Part 60, all participating agency purchases or contract that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR Part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Vendor agrees that such provision applies to any participating agency purchase or contract that meets the definition of

“federally assisted construction contract” in 41 CFR Part 60-1.3 and vendor agrees that it shall comply with such provision.

#### **4. Davis Bacon Act**

When required by Federal program legislation, vendor agrees that, for all participating agency construction contracts/purchases in excess of \$2,000, vendor shall comply with the Davis-Bacon Act (40 USC 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, vendor is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specific in a wage determinate made by the Secretary of Labor. In addition, vendor 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). Vendor agrees that, for any purchase to which this requirement applies, the award of the purchase to the vendor is conditioned upon vendor’s acceptance of wage determination.

Vendor further agrees that is shall also comply with the Copeland “Anti-Kickback” Act (40 USC 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 or she is otherwise entitled.

#### **5. 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, vendor agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week 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 work week. The requirements of the 40 USC 3704 are applicable to construction work and provide 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.

#### **6. 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.

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

Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended, contracts and sub grants 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 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). When required, vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

## **8. 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. Vendor certifies that the vendor is not current listed and further agrees to immediately notify AEPA and all participating agencies with pending purchases or seeking to purchase from the vendor if vendor is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

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

Byrd Anti-Lobbying Amendment (31 USC 1352), vendors 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 USC 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.

## **10. Procurement of Recovered Materials**

For participating agency purchases utilizing Federal funds, vendor 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 recover, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

## **11. 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, vendor agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, vendor agrees that the total price, including profit, charged by the vendor to the participating agency shall not exceed the awarded pricing, including any applicable discount, under the vendors contract with AEPA.

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

In addition to the foregoing specific requirements, vendor agrees, in accepting any purchase order from a participating agency, it shall make a good faith effort to work with 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.

Vendor Certification (By Item)	Vendor Certification: YES, I agree or NO, I do NOT agree	Initial
1. Vendor Violation or Breach of Contract Terms	Yes	BE
2. Termination for Cause of Convenience	Yes	BE
3. Equal Employment Opportunity	Yes	BE
4. Davis-Bacon Act	Yes	BE
5. Contract Work Hours and Safety Standards	Yes	BE
6. Right to Inventions Made Under a Contract or Agreement	Yes	BE
7. Clean Air Act and Federal Water Pollution Control Act	Yes	BE
8. Debarment and Suspension	Yes	BE
9. Byrd Anti-Lobbying Amendment	Yes	BE
10. Procurement of Recovered Materials	Yes	BE
11. Profit as a Separate Element of Price	Yes	BE
12. General Compliance with Participating Agencies	Yes	BE

By signing below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

FACILITY SOLUTIONS GROUP  
Name of Company

[Signature]  
Signature of Authorized Personnel

Bernie Erickson  
Printed Name

10-9-2017  
Date