



March 27, 2019

Gina Manolis  
OCEAN JANITORIAL SUPPLY, INC.  
2775 SUNRISE HIGHWAY  
ISLIP TERRACE, NY 11752

Dear Gina Manolis,

Your firm has been awarded or re-awarded the following contract(s):

For the EDS Bid # 9402, titled Custodial/Janitorial Equipment Inspection and Repair - Package #50 which was opened on Jan 08, 2019. The Local Education Agency for this bid is Clarkstown Central School District. The contract period for this bid is Apr 01, 2019 thru Mar 31, 2020.

For Custodial/Janitorial Equipment Inspection, Service and Repair - Package #50 your firm has been awarded the following State(s) and County(ies).

<u>State</u>	<u>County</u>	<u>Award Type</u>
NY	Dutchess	Primary
NY	Nassau	Secondary
NY	Orange	Primary
NY	Putnam	Primary
NY	Rockland	Secondary
NY	Suffolk	Secondary
NY	Ulster	Primary
NY	Westchester	Secondary

Once you have been contacted by the participating district, you may commence working for them under the terms and conditions listed in the specifications. The contractual parties are the participating district which will issue the appropriate purchase orders and your firm as the vendor.

We sent each participating district a list of awarded vendors for each trade in each county including your firm's name, address, contact person and phone number so that they may contact you when work in your trade is needed.

If you have any questions or require additional information, please do not hesitate to contact Tara Jamrozik at (973) 321-9384 or myself at (973) 321-9381.

Very truly yours,

John O' Connor  
Educational Data Services, Inc.

## CRITERIA FOR AWARDING CONTRACT TO A SECONDARY LOW VENDOR

Contracts may be awarded to the lowest bidder for all districts listed (if the bidder offered to serve all counties) and if the bidder is low for all counties. The contracts also may be awarded separately for each county if there is a different low bidder for each county (to any successful bidder who is low and offered to serve at least that county he is awarded). In each maintenance trade bid for each county in which an award is made, a "second (2nd) low bidder" will be awarded. The "second (2nd) low bidder" may be contacted to provide an estimate and to perform the services requested in the following circumstances:

- A) When the "first (1st) low bidder" withdraws from the contract with the consent of the LEA for just and valid reasons.
- B) When the "first (1st) low bidder" ceases to operate as a business due to bankruptcy, death of a sole proprietor, voluntary retirement from business, court order, loss of pre-qualification status from the state or any other just and valid reason.
- C) When the call from the district relates to an "emergency service call" which if not responded to immediately by the "first (1st) low bidder" will affect the "health, safety and welfare" of district students, staff and/or others involved with the district.
- D) When the district has requested on two or more occasions for an estimate as called for elsewhere in these specifications and has had "no response" from the "first (1st) low bidder".