State of New Jersey  
Department of Children and  
Department of Children and Families  
Release Purchase Order  
T1480 - JANITORIAL SERVICES STATEWIDE

Agancy Ref. # 21976194935

Vendor Number: V00000491  
ACCSES NJ  
150 West State Street  
Trenton, NJ 08608

Vendor Alternate ID: 22222591208

Remit Address:  
ACH ELECTRONIC PAYMENT  
TRENTON, NJ 086081105  
US

Email: [redacted]  
Phone Number: [redacted]

INVOICES: Direct invoices in DUPLICATE to the address shown above. TERMS AND CONDITIONS set forth in our Bid or Quotation, on the reverse side of or incorporated herein by reference become a part of this order.

ATTN: Contact [redacted]

Solicitation (Bid) No.:  

<table>
<thead>
<tr>
<th>Item #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>UOM</th>
<th>Discount %</th>
<th>Total Discount Amt.</th>
<th>Tax Rate</th>
<th>Tax Amount</th>
<th>Freight</th>
<th>Total Cost</th>
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<tbody>
<tr>
<td>#1</td>
<td>55756.80</td>
<td>$31.37</td>
<td>HOUR</td>
<td>0.00 %</td>
<td>$0.00</td>
<td></td>
<td>$0.00</td>
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<td>1,749,090.82</td>
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Payment Terms:  
Shipping Terms: F.O.B., Destination  
Freight Terms:  
Delivery Calendar Day(s) A.R.O.: 30

DCF-Office of Procurement CC976  
50 E State Street 7th Floor  
PO Box 717  
Trenton, NJ 08625  
US

Email: [redacted]  
Phone: [redacted]

50 E State Street 7th Floor PO Box 717  
Trenton, NJ 08625  
US

Email: [redacted]  
Phone: [redacted]

Blanket Order Number  
77110:658  
SHOW THIS NUMBER ON ALL PACKAGES, INVOICES AND SHIPPING PAPERS.
TOTAL: $1,749,090.82

TAX: $0.00
FREIGHT: $0.00
TOTAL: $1,749,090.82

APPROVED
By: [Redacted]
Phone#: [Redacted]
BUYER
June 7, 2021

[Redacted]

Procurement Manager
Office of Procurement – C976
Department of Children and Families
Office 609-888-7135
Cell 609-947-7575
Fax 609-633-8504

Email: [Redacted]

Re: Quote: JQ060721GHA for DCF porter services for disinfect cleaning – State Contract Proposal

[Redacted]

I would like to thank you for considering ACCSES NJ/CNA Services as the vendor for your porter services. ACCSES NJ is the State’s designated Central Non-Profit Agency (CNA), administering the State set-aside contract for people with disabilities under the State Use Law for Rehabilitation Facilities (NJSA 30:6-23). We hold several state contracts covering thousands of products and nearly a dozen individual services.

Upon review of your request, we are submitting the following pricing based on our state contract T-1480 / 77110A for porter services, line 28

- Pricing for additional sites from what we currently service. Each is for 1 or 2 porters at 8 hours per day. These are included in pricing spread sheet.

- 1 to 2 porters depending on the site, 8 hours per day, 5 days per week, hourly all - inclusive porter rate - $31.37, disinfect cleaning public areas, restrooms, and all common touch points (Scope of services below and spread sheet with pricing for each site.
- Disinfecting products EPA approved. Disinfecting process according to CDC protocols.
- Time period – July 1 to December 31, 2021

Thank you for the opportunity to price this project. We look forward to working with you further. If there are any questions please feel free to reach out to John Ganley, senior services manager.

Thank you,

[Redacted]

Regional Mgr. Accses NJ

SCOPE OF WORK

Duration of Work: July – December 31, 2021
8 hour shift between 9:00 AM to 5PM (Monday to Friday excluding State Holidays)

To include the following tasks:

1. Disinfecting and cleaning occupied office area, staff will be limited. This task includes, trash removal and wiping of all surfaces within an office.
2. Provide hourly cleaning of all common areas including bathrooms and any touch points including but not limited to the wiping down of high traffic areas, disinfecting and cleaning bathroom sinks, faucet fixtures, toilet seats and toilet handles as well as all door handles and/or knobs) This does not include electronic equipment such has Printers, Fax Machines, Copiers, computers etc.
3. Cleaning of visitation rooms after each client visit. (Includes but is not limited to seating, all surfaces and handles)
5. Disinfecting of state vehicles when they are returned to the office after a field visit during shift hours. (Disinfect all surfaces, such as steering wheels, door handles, seating, radios, shift sticks, cup holders, dashboards, etc)
6. Vehicles that are returned after the 5:00 PM shift need to be disinfected at 9:00 AM the followings day before there are redeployed. (Disinfect all surfaces, such as steering wheels, door handles, seating, radios, shift sticks, cup holders, dashboards).

Summary
Plan for the availability of trained cleaning staff, cleaning and disinfecting products and personal protective equipment (PPE) necessary for the areas to be cleaned. (Vendor to provide all necessary PPE, cleaning and disinfecting products to cleaning staff)

Surfaces within the buildings should always be cleaned prior to disinfection by regular cleaning services.

Vendor to design and communicate the Cleaning and Disinfecting Plan to building management, and cleaning staff.

Monitor CDC communications regarding changes to cleaning and disinfecting requirements. Communicate CDC changes to building management.
Routinely disinfect frequently touched surfaces.

Manually clean and disinfect all areas, including individual rooms, common areas, bathrooms, kitchens, pantries, dining areas, offices, storage closets, elevators, stairwells, reception areas, waiting areas, car parks, and smoking areas.

Furniture surfaces within offices, visitation areas and common areas should be spray disinfected as well, using a disinfectant specifically designed for such surfaces.

Monitor and communicate changes to CDC requirements. Continue and/or revise the Cleaning and Disinfecting Plan based upon changes to occupancy or requirements.

Note all items above are subject to change or adjustment due to the fluidity of the pandemic and the determined safety measures provided by the CDC and Governor’s offices for the State of NJ. Any such changes will be communicated through the assigned project manager within the Department of Children and Families to our vendors and their representatives. Note that due to the ongoing changes as they relate to the COVID 19 Pandemic additional offices may be included in this process.

**Pricing**
Billable rate shall be based on an hourly rate. Each Porter requested equals 8 hours shift. There may be more than one porter assigned to meet the 8 hours shift.

**Site Locations and Requested Porter**
See Attached List. Locations are subject to change based on the need of DCF.
<table>
<thead>
<tr>
<th>Office</th>
<th>Address</th>
<th>City</th>
<th>Number of Porters</th>
<th>Hourly Rate</th>
<th>Daily Rate</th>
<th>Days</th>
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<tbody>
<tr>
<td>Middlesex Coastal Lo. - #509</td>
<td>680 Pfeiffer Blvd</td>
<td>Perth Amboy, NJ 08861</td>
<td>1</td>
<td>$31.37</td>
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<td>Hudson Central LO - #470</td>
<td>438 Summit Ave 4th Floor</td>
<td>Jersey City, NJ 07306</td>
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<td>240 Frisch Court 2nd Floor</td>
<td>Parlin, NJ 08859</td>
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<td>Somerset LO - #660</td>
<td>3111 Princeton Pike Blvd # Suite 202</td>
<td>Lawrenceville, NJ 08648</td>
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<td>97 East Main Street 1st Fl Suite 101</td>
<td>Somerville, NJ 08876</td>
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<td>$250.96</td>
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<td>Atlantic East LO - #762</td>
<td>1510 Hooper Avenue Suite 210</td>
<td>Toms River, NJ 08753</td>
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<td>$501.92</td>
<td>66,253.44</td>
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<td>Burlington East LO - #767</td>
<td>6840 Old Egg Harbor Road</td>
<td>Egg Harbor, NJ 08234</td>
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<td>Cape May LO - #761</td>
<td>100 Lucas Dr 1st Floor</td>
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<td>Morris East LO - #473</td>
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<td>Pico Grande, NJ 08242</td>
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<td>Hudson West LO - #464</td>
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<td>Camden East LO - #774</td>
<td>1 Harmon Meadow Blvd 5th Fl</td>
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<td>Newark Center City LO - #560</td>
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<td>Newark South LO - #562</td>
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<td>Atlantic West LO #763</td>
<td>5218 Atlantic Avenue, Suite 104</td>
<td>Maywood, NJ 07603</td>
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<tr>
<td>Bergen South #461 (2 hrs. 30 min per day)</td>
<td>125 State Street, 1st &amp; 2nd Floors</td>
<td>Hackensack, NJ 07601</td>
<td>1</td>
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<tr>
<td>Burlington West LO - #768</td>
<td>200 Campbell Drive Suite 100</td>
<td>Willingboro, NJ 08046</td>
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<td>Camden Central 771</td>
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<tr>
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<td>West Deptford, NJ 08066</td>
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<tr>
<td>Hudson South LO - #463</td>
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<td>120 1/2 Stockton St, 2nd Floor</td>
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<td>Middlesex South #508</td>
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<td>Passaic Central LO - #467</td>
<td>200 Hamilton Plaza, 11th Floor</td>
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<td>Union West LO - #668</td>
<td>200 West 2nd Street, 4th Floor</td>
<td>Plainfield, NJ 07060</td>
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<td>Hunterdon LO - #668 (1.5 hrs transferred from #468 contract)</td>
<td>84 Park Ave 1st Fl Ste 1-11</td>
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<td>Salem LO - #763 (1.5 hrs transferred from #468 contract)</td>
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<tr>
<td>Essex South LO - #657 (1.5 hrs transferred from #656 contract)</td>
<td>21 Beecker Street</td>
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<td>Union Central LO - #571 (1.5 hrs transferred from #656 contract)</td>
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<td>Cranford, NJ 07016</td>
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<td>Vineland, NJ 08360</td>
<td>1</td>
<td>$31.37</td>
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Cost for added office July 1

$265,013.76

Total $265,013.76

10% Unforeseeable Changes $26,501.38

Total including Cost of Unforeseeable Changes $301,515.14

Total Contract Cost thru December 2021 $1,749,090.82