INVITATION TO BID

(This is not an order.)

Buyer: Lauren Drake
216-664-2627
LDrake@clevelandohio.gov

Requestor: Richard Tepfenhart
216-420-8142
rtepfenhart@clevelandohio.gov

CITY OF CLEVELAND

Division of Purchases & Supplies
601 Lakeside Avenue
Room 128
Cleveland, OH 44114

Procurement Folder	RFB No.	RFB Description
160832	RFB 7015 202600000000467	Promo items - MVM

RFB Closing Date/Time	Department/Division	Public Bid Opening Date/Time
September 25, 2026 3:00 PM	7015	September 25, 2026 3:00 PM

SCHEDULE OF EVENTS

Event Description	Event Date

Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 1	Stress Reliever - Police Car	150.00000 / EA		

Stress Reliever - Police Car
Koppel Advertising CPN-562422604 or approved equal

Colors:
body = black
roof/doors = white

Imprint Location: Hood
Imprint Colors: White

Ship To:
MOTOR VEHICLE MAINTENANCE MOTOR VEHICLE MAINTENANCE 4150 EAST 49TH STREET, BLDG. #1 Cleveland, OH 44105

Vendor Response		
Unit Price	Extension	Delivery Days
$	$	Day(s)

Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 2	Stress Reliever - Fire Truck	250.00000 / EA		

Stress Reliever - Fire Truck
Koppel Advertising CPN-562587936 or approved equal

Colors:
truck = red
windows/ladder = silver

Imprint Location: Side - truck facing right
Imprint Colors: White

Ship To:
MOTOR VEHICLE MAINTENANCE MOTOR VEHICLE MAINTENANCE 4150 EAST 49TH STREET, BLDG. #1 Cleveland, OH 44105

Vendor Response		
Unit Price	Extension	Delivery Days
$	$	Day(s)

Group/	Commodity Description	Item Quantity/	Service	

INVITATION TO BID

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CITY OF CLEVELAND

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Procurement Folder	RFB No.	RFB Description
160832	RFB 7015 202600000000467	Promo items - MVM

RFB Closing Date/Time	Department/Division	Public Bid Opening Date/Time
September 25, 2026 3:00 PM	7015	September 25, 2026 3:00 PM

Line#		UOM	Dates	Catalog Discount
1 / 3	Lanyards	300.00000 / EA		

Lanyard with Metal Bulldog Clip - 3/4"

Colors:
lanyard = Royal Blue
trim = Silver

Imprint Location: Front - left & right
Imprint colors: white

Ship To:
MOTOR VEHICLE MAINTENANCE MOTOR VEHICLE MAINTENANCE 4150 EAST 49TH STREET, BLDG. #1 Cleveland, OH 44105

Vendor Response		
Unit Price	Extension	Delivery Days
$	$	Day(s)

Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 4	Clips	300.00000 / EA		

Power Clip - Translucent - Full Color
Medium Point Blue Ink

Colors:
clip = translucent blue
grip = black

Imprint Location: Front
Imprint Colors: Full Color

Ship To:
MOTOR VEHICLE MAINTENANCE MOTOR VEHICLE MAINTENANCE 4150 EAST 49TH STREET, BLDG. #1 Cleveland, OH 44105

Vendor Response		
Unit Price	Extension	Delivery Days
$	$	Day(s)

Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 5	Wrenches	150.00000 / EA		

INVITATION TO BID

(This is not an order.)

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rtepfenhart@clevelandohio.gov

CITY OF CLEVELAND
Division of Purchases & Supplies
601 Lakeside Avenue
Room 128
Cleveland, OH 44114

Procurement Folder	RFB No.	RFB Description	
160832	RFB 7015 202600000000467	Promo items - MVM	
RFB Closing Date/Time		**Department/Division**	**Public Bid Opening Date/Time**
September 25, 2026 3:00 PM		7015	September 25, 2026 3:00 PM

Koppel Advertising CPN-564043245 or approved equal

Grey in color
Black Print both sides

Ship To:	Vendor Response		
	Unit Price	Extension	Delivery Days
MOTOR VEHICLE MAINTENANCE MOTOR VEHICLE MAINTENANCE 4150 EAST 49TH STREET, BLDG. #1 Cleveland, OH 44105	$	$	Day(s)

Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 6	Screwdrivers	150.00000 / EA		

Koppel Advertising CPN-13297383

Blue handle
White Printing on both sides of the screwdriver

Ship To:	Vendor Response		
	Unit Price	Extension	Delivery Days
MOTOR VEHICLE MAINTENANCE MOTOR VEHICLE MAINTENANCE 4150 EAST 49TH STREET, BLDG. #1 Cleveland, OH 44105	$	$	Day(s)

Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 7	Snowplows	200.00000 / EA		

Stress Reliever - Snow Plow
Koppel Advertising Item# CPN-564065155 or approved equal

Colors:
body = White
roof/doors = white

Imprint Location: both sides of the truck
Imprint Colors: Blue

Ship To:	Vendor Response

INVITATION TO BID

(This is not an order.)

Buyer: Lauren Drake
216-664-2627
LDrake@clevelandohio.gov

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216-420-8142
rtepfenhart@clevelandohio.gov

CITY OF CLEVELAND
Division of Purchases & Supplies
601 Lakeside Avenue
Room 128
Cleveland, OH 44114

Procurement Folder	RFB No.	RFB Description
160832	RFB 7015 202600000000467	Promo items - MVM

RFB Closing Date/Time	Department/Division	Public Bid Opening Date/Time
September 25, 2026 3:00 PM	7015	September 25, 2026 3:00 PM

MOTOR VEHICLE MAINTENANCE
MOTOR VEHICLE MAINTENANCE
4150 EAST 49TH STREET, BLDG. #1
Cleveland, OH 44105

Unit Price	Extension	Delivery Days
$	$	Day(s)

Group/ Line#	Commodity Description	Item Quantity/ UOM	Service Dates	Catalog Discount
1 / 8	Fire Truck Soft Keychain-Opaque	250.00000 / EA		

Fire Truck Soft Keychain - Opaque
with imprint at 2 locations

Colors:
keychain = blue
trim = blue

Imprint Location: Back-from any edge
Imprint Colors: White

Imprint Location: Front-from any edge
Imprint Colors: White

Ship To:

MOTOR VEHICLE MAINTENANCE
MOTOR VEHICLE MAINTENANCE
4150 EAST 49TH STREET, BLDG. #1
Cleveland, OH 44105

Vendor Response

Unit Price	Extension	Delivery Days
$	$	Day(s)

Vendor Response	Vendor Total Amount for Items	Vendor Total Amount for Services	Payment Discount Offer	
	$	$	%	Day(s)

TERMS OF DELIVERY

- **Price quoted shall be F.O.B. delivered to the place designated on purchase order. No other terms will be acceptable.**
- **Delivery quoted must be stated in terms of work days after receipt of the order.**
- **All charges for shipping must be included within the Unit Price for each item quote unless otherwise designated by a separate line with a specified dollar amount inclusive of all shipping charges.**
- **No freight charges will be considered nor processed for payment unless apart of the original quote submitted prior to bid award.**

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Procurement Folder	RFB No.	RFB Description	
160832	RFB 7015 202600000000467	Promo items - MVM	
RFB Closing Date/Time		**Department/Division**	**Public Bid Opening Date/Time**
September 25, 2026 3:00 PM		7015	September 25, 2026 3:00 PM

BIDDER AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS BELOW AND ON REVERSE SIDE OF THIS BID

Shipping/Freight Charges
ALL CHARGES FOR SHIPPING MUST BE INCLUDED WITHIN THE UNIT PRICE OF EACH QUOTE UNLESS OTHERWISE DESIGNATED BY A SEPARATE LINE ITEM WITH A SPECIFIED DOLLAR AMOUNT INCLUSIVE OF ALL SHIPPING CHARGES.
NO FREIGHT CHARGES WILL BE CONSIDERED NOR PROCESSED FOR PAYMENT UNLESS APART OF THE ORIGINAL QUOTE SUBMITTED PRIOR TO BID AWARD.

Call Buyer Only
Bidders must address all questions to the Buyer (See Above.) Do NOT contact the "Requestor." Contract only the Buyer listed above.

No Price increase
This Purchase Order does not permit price increases.

BIDDER MUST COMPLETE & SIGN BELOW

NAME OF THE FIRM:		
STREET ADDRESS:		
CITY:	**STATE:**	**ZIP CODE:**
FED ID # / SSN #:		
PHONE NO.:	**FAX NO.:**	
EMAIL ADDRESS:		
PLEASE PRINT CONTACT NAME:		
AUTHORIZED SIGNATURE:	**DATE:**	

All bids and related documents must be enclosed in a sealed envelope and marked with the RFB number.

RETURN BID TO: **Division of Purchases & Supplies**
601 Lakeside Ave
Room 128, City Hall
Cleveland, OH 44114

SCREWDRIVER-SHAPED STRESS RELIEVER

Product Specification

PRODUCT DESCRIPTION

Screwdriver-shaped handheld stress reliever constructed of soft polyurethane material. The item shall resemble a standard screwdriver with a molded handle and contrasting shaft/tip. The product is intended for promotional use and shall include an imprint area on the side of the handle.

MINIMUM SPECIFICATIONS

quirement	Minimum Specification
›duct Type	Screwdriver-shaped stress reliever
ıterial	Polyurethane
erall Size	Approximately 1.375" W x 1.375" H x 5.25" L
lor	Medium blue or similar approved color; contrasting shaft/tip permitted
nstruction	Soft, squeezable molded polyurethane construction
ape	Recognizable screwdriver design with molded handle and screwdriver-style shaft/tip
›rint Method	Pad printing
›rint Location	Side of handle
ıimum Imprint Area	Approximately 2" W x 0.625" H
›rint	One-color, one-location imprint unless otherwise specified by the City
ckaging	Bulk packaging
mpliance	Product shall comply with applicable consumer-product safety requirements

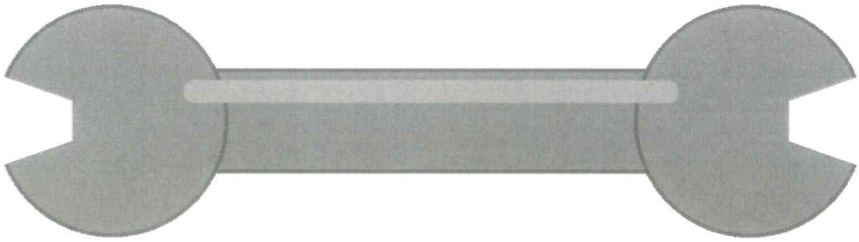
BID REQUIREMENTS

- Bidder shall provide a product that meets or exceeds the minimum specifications listed above.
- Minor variations in dimensions may be accepted provided the overall size, appearance, function, and imprint area are substantially equivalent.
- Vendor shall provide a product image, specification sheet, or sample upon request for evaluation prior to award.
- Final artwork and imprint placement shall be subject to City approval prior to production.
- Product shall be new, unused, and free from defects in material and workmanship.

APPROVED EQUAL

WRENCH-SHAPED STRESS RELIEVER

Product Specification



PRODUCT DESCRIPTION

Wrench-shaped handheld stress reliever manufactured from soft polyurethane foam. The item shall resemble a double open-end wrench and provide a squeezable surface suitable for promotional imprinting. The product is intended as a promotional stress-relief item and is not intended to function as an actual hand tool.

MINIMUM SPECIFICATIONS

quirement	Minimum Specification
oduct Type	Wrench-shaped stress reliever
terial	Soft polyurethane foam
lor	Blue
erall Size	Approximately 1.75" x 6" x 1"
sign	Molded double open-end wrench shape
nstruction	Soft, squeezable molded foam construction
print Method	Pad print; unimprinted product may also be accepted if specified
print Area	Approximately 0.375" x 2"
print Location	Front or back of item
print Colors	Standard imprint colors; final color to be selected by the City
ckaging	Bulk packed; approximately 150 pieces per case
fety	Not intended for children or pets; small pieces may present a choking hazard

BID REQUIREMENTS

- Bidder shall provide a product that meets or exceeds the minimum specifications listed above.
- Minor dimensional variations may be accepted if the overall appearance, function, material, and usable imprint area are substantially equivalent.
- Vendor shall provide a product image, specification sheet, or sample upon request for evaluation prior to award.
- Final artwork, imprint color, and imprint location shall be subject to City approval before production.
- All products shall be new, unused, and free from defects in material and workmanship.

APPROVED EQUAL

Products of equal or greater quality that meet the functional, dimensional, material, appearance, and imprint requirements of this specification may be considered. The City reserves the right to determine whether a proposed product is an acceptable equal.

MAGNETIC CLIP MEMO HOLDER

PRODUCT SPECIFICATION

Description

Magnetic memo holder clip designed for holding notes, papers, coupons, lists, artwork, or similar lightweight materials on metal surfaces. The clip may also be used as a reusable closure for snack or food bags.

Specification	Minimum Requirement
Product Type	Magnetic clip / memo holder
Overall Size	Approximately 3.25" high x 1.25" wide
Material	Durable molded plastic construction
Hinge	Heavy-duty, spring-loaded hinge
Magnet	Strong magnet located on back for attachment to compatible metal surfaces
Grip	Ribbed or textured gripping surface for easy opening and secure handling
Holding Function	Capable of securely holding multiple sheets of paper, notes, coupons, or similar materials
Additional Use	Suitable for use as a bag or snack clip
Imprint Area	Approximately 0.50" wide x 1.25" high, or comparable
Color	Vendor's standard available colors; color to be selected by City at time of order
Customization	Must allow for a one-color logo, wording, or similar imprint when requested
Quality	New, commercial-quality product suitable for repeated office or promotional use

Acceptable Product

Product shall meet or exceed the specifications above. Equivalent products are acceptable provided they offer substantially the same size, construction, magnetic attachment, spring-loaded clip function, and imprint capability.

FIRE TRUCK STRESS BALL

PRODUCT SPECIFICATION

PRODUCT SPECIFICATION
Fire Truck Stress Ball

PRODUCT FEATURES

- Fire truck shaped stress ball
- Made of soft, squeezable polyurethane foam
- Helps reduce stress and promote focus
- Great for events, safety programs, open houses, and giveaways
- Lightweight and durable
- Suitable for all ages (not a toy; recommended for ages 3+)
- Can be customized with a one-color logo or department name on the side panel area

SPECIFICATIONS

Item Type	Stress Ball
Shape	Fire Truck
Material	Polyurethane Foam
Approximate Size	4" L x 1.75" W x 1.75" H
Color	Red with black, white, gray, and yellow accents (or similar)
Imprint Area	Approximately 1.5" W x 0.5" H on side panel (customization optional)
Imprint Method	Pad Print (one color recommended)
Packaging	Bulk packed
Quantity	As required

NOTES:

1. Product image is for reference only. Actual product may vary slightly.
2. Item shall be free of defects in material and workmanship.
3. Must meet all applicable safety requirements.

Description

Fire truck-shaped stress reliever constructed of soft polyurethane material. The item shall have a realistic fire engine appearance and provide an imprint area for a logo, department name, or other approved wording.

Specification	Minimum Requirement
Product Type	Fire truck-shaped stress reliever
Shape	Fire truck / fire engine
Material	Polyurethane (PU) foam or comparable soft, squeezable stress-relief material
Color	Red
Approximate Size	4.75" x 1.75"
Approximate Weight	0.08 lb per item
Imprint Method	Pad print; product may also be supplied unimprinted when requested
Imprint Size	Approximately 3" x 1/2"
Imprint Locations	Side 1, Side 2, and/or Top
Imprint	One-color, one-location imprint capability required
Packaging	Bulk
Quality	New, commercial-quality item suitable for promotional or public-safety outreach use
Safety	Must meet applicable product safety requirements; small-parts/choking warning for children under 3 years where applicable

Acceptable Product

Product shall meet or exceed the specifications above. Equivalent products are acceptable provided they are substantially similar in size, fire truck appearance, material, stress-relief function, and imprint capability.

POLICE CAR STRESS BALL

PRODUCT SPECIFICATION

PRODUCT SPECIFICATION
Police Car Stress Ball

Back View

PRODUCT FEATURES

- Police car shaped stress ball
- Made of soft, squeezable polyurethane foam
- Helps reduce stress and promote focus
- Great for community events, safety programs, open houses, and giveaways
- Lightweight and durable
- Suitable for all ages (not a toy; recommended for ages 3+)
- Can be customized with a one-color logo or department name on the sides, roof or rear area

SPECIFICATIONS

Item Type	Stress Ball
Shape	Police Car
Material	Polyurethane Foam
Approximate Size	4.25" L x 1.75" W x 1.5" H
Color	Black and White with red and blue accents (or similar)
Imprint Area	Approximately 1.5" W x 0.5" H on each side (customization optional)
Imprint Method	Pad Print (one color recommended)
Packaging	Bulk packed
Quantity	As required

NOTES:

1. Product image is for reference only. Actual product may vary slightly.
2. Item shall be free of defects in material and workmanship.
3. Must meet all applicable safety requirements.

Description

Police car-shaped stress reliever constructed of soft, squeezable polyurethane foam or comparable material. Item shall resemble a police patrol vehicle and provide an imprint area for a logo, department name, or other approved wording.

Specification	Minimum Requirement
Product Type	Police car-shaped stress reliever
Shape	Police patrol car / law-enforcement vehicle
Material	Soft polyurethane (PU) foam or comparable squeezable stress-relief material
Color	Black and white with police-style detailing, or comparable
Approximate Size	Approximately 4.25" L x 1.75" W x 1.5" H, or comparable
Design	Molded vehicle details with wheels, windows, emergency light bar, and police-style appearance
Imprint	Must allow for a one-color logo, department name, or approved wording
Imprint Area	Approximately 1.5" W x 0.5" H on side area, or comparable
Imprint Method	Pad print or comparable commercial imprint method
Packaging	Bulk packed
Quality	New, commercial-quality promotional item suitable for community outreach, safety programs, events, or giveaways
Safety	Must meet applicable consumer product safety requirements

Acceptable Product

Product shall meet or exceed the specifications above. Equivalent products are acceptable provided they offer substantially the same police car appearance, size, material, stress-relief function, and imprint capability.

WHITE SNOW PLOW TRUCK STRESS BALL

PRODUCT SPECIFICATION

PRODUCT SPECIFICATION
Snow Plow Stress Ball – White

PRODUCT FEATURES

- Snow plow truck shaped stress ball
- Made of soft, squeezable polyurethane foam
- Helps reduce stress and promotes focus
- Great for winter safety programs, community events, open houses, and giveaways
- Lightweight and durable
- Suitable for all ages (not a toy; recommended for ages 3+)
- Can be customized with a one-color logo or department name on the doors or side panel area
- White in color (with black, gray, and orange accents)

SPECIFICATIONS

Item Type	Stress Ball
Shape	Snow Plow Truck
Material	Polyurethane Foam
Approximate Size	4.5" L x 2" W x 1.75" H
Color	White with black, gray, and orange accents (or similar)
Imprint Area	Approximately 1.5" W x 0.75" H on each door or side panel (customization optional)
Imprint Method	Pad Print (one color recommended)
Packaging	Bulk packed
Quantity	As required

NOTES:

1. Product image is for reference only. Actual product may vary slightly.
2. Item shall be free of defects in material and workmanship.
3. Must meet all applicable safety requirements.

Description

Snow plow truck-shaped stress reliever constructed of soft, squeezable polyurethane foam. The body of the truck shall be white in color and shall include a molded front snow plow blade. The item shall be suitable for promotional, public works, winter safety, and community outreach use.

Specification	Minimum Requirement
Product Type	Snow plow truck-shaped stress reliever
Shape	Snow plow / winter maintenance truck with front plow blade
Material	Polyurethane (PU) foam or comparable soft, squeezable stress-relief material
Required Color	White truck body
Approximate Size	4.9" L x 1.7" W x 2.9" H
Design	Molded truck body with cab, wheels, truck bed/body, and front-mounted snow plow blade
Imprint Capability	Must accept a custom logo, department name, or other approved wording
Imprint Area	Approximately 0.78" x 0.78", or comparable
Imprint Method	Pad print, silkscreen, hot stamp, sublimation, or comparable commercial imprint method
Imprint Color	Vendor standard or custom/PMS-matched color as requested
Packaging	Bulk packed
Quality	New, commercial-quality promotional item free from defects in material and workmanship
Safety	Must meet applicable consumer product safety requirements

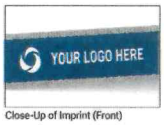
Acceptable Product

Product shall meet or exceed the specifications above. Equivalent products are acceptable provided they have a white snow plow truck appearance and are substantially similar in size, material, stress-relief function, molded plow design, and imprint capability.

LANYARD WITH METAL BULLDOG CLIP – 3/4"

PRODUCT SPECIFICATION

PRODUCT SPECIFICATION
Lanyard with Metal Bulldog Clip – 3/4"



Close-Up of Imprint (Front)

Metal Bulldog Clip

PRODUCT FEATURES

- Durable polyester lanyard with metal bulldog clip
- 3/4" wide lanyard
- Royal blue lanyard with silver trim
- Imprint on front – left and right sides
- White imprint color
- Ideal for employee ID badges, events, conferences, and workplace use
- Strong metal bulldog clip securely holds ID badges, cards, or keys
- Comfortable to wear and lightweight
- Reusable and long lasting

SPECIFICATIONS

Item Type	Lanyard with Metal Bulldog Clip
Lanyard Width	3/4"
Lanyard Color	Royal Blue
Trim Color	Silver
Material	Polyester (lanyard), Metal (bulldog clip)
Imprint Location	Front – Left & Right (both sides of lanyard)
Imprint Color	White
Clip Type	Metal Bulldog Clip
Attachment	Sewn loop with metal clip
Quantity	As required

NOTES:

1. Product images are for reference only. Actual product may vary slightly.
2. Imprint size and placement may be adjusted based on artwork and production requirements.
3. Item shall be free of defects in material and workmanship.

Description

Durable 3/4-inch wide lanyard in royal blue with silver trim and a metal bulldog clip. Lanyard shall include a white imprint on the front left and right sections and be suitable for holding identification badges, credentials, cards, or similar items.

Specification	Minimum Requirement
Product Type	Lanyard with metal bulldog clip
Lanyard Width	3/4"
Lanyard Color	Royal Blue
Trim Color	Silver
Material	Durable woven polyester or comparable lanyard material
Clip Type	Metal bulldog clip
Clip Color/Finish	Silver metal finish
Imprint Location	Front – Left and Right
Imprint Color	White
Imprint	Custom logo, department name, wording, or other approved artwork
Construction	Lanyard ends securely finished and attached to metal bulldog clip
Use	Suitable for ID badges, credentials, identification cards, event badges, or similar items
Quality	New, commercial-quality item suitable for repeated use

Acceptable Product

Product shall meet or exceed the specifications above. Equivalent products are acceptable provided they have a 3/4-inch royal blue lanyard, silver trim, metal bulldog clip, and white front imprint capability on the left and right sections.

Reference image is illustrative only and is not intended to identify a specific manufacturer.

FIRE TRUCK SOFT KEYCHAIN – OPAQUE

PRODUCT SPECIFICATION

PRODUCT SPECIFICATION
Fire Truck Soft Keychain – Opaque

PRODUCT FEATURES

- Fire truck shaped soft keychain
- Made of soft, flexible, opaque PVC material
- Durable and lightweight
- Royal blue keychain with blue trim
- White imprint on front (from any edge)
- White imprint on back (from any edge)
- Includes metal split key ring
- Great for fire safety programs, community events, giveaways, and promotions
- Ideal for all ages
- Reusable and long lasting

SPECIFICATIONS

Item Type	Soft Keychain
Shape	Fire Truck
Material	Opaque PVC (soft, flexible)
Color	Royal Blue (keychain) with Blue Trim
Approximate Size	3.0" L x 1.25" H (approximate)
Imprint Location (Front)	From any edge
Imprint Location (Back)	From any edge
Imprint Color	White (both locations)
Attachment	Metal Split Key Ring with Plastic Connector
Quantity	As required

NOTES:

1. Product image is for reference only. Actual product may vary slightly.
2. Imprint size and placement may be adjusted based on artwork and production requirements.
3. Item shall be free of defects in material and workmanship.

Description

Fire truck-shaped soft keychain made from flexible opaque material. Keychain shall be blue with blue trim and include a metal split key ring. Product shall provide imprint capability at two locations: front and back, with a white imprint at each location.

Specification	Minimum Requirement
Product Type	Soft keychain
Shape	Fire truck
Material	Soft, flexible opaque PVC, rubber, or comparable material
Keychain Color	Blue
Trim Color	Blue
Attachment	Metal split key ring with secure connector
Imprint Locations	Two locations – Front and Back
Front Imprint Location	Front – from any edge
Front Imprint Color	White
Back Imprint Location	Back – from any edge
Back Imprint Color	White
Imprint	Custom logo, department name, wording, or other approved artwork
Construction	Durable, lightweight, flexible construction suitable for repeated use
Quality	New, commercial-quality promotional item free from defects in material and workmanship

Acceptable Product

Product shall meet or exceed the specifications above. Equivalent products are acceptable provided they have a fire truck shape, blue opaque body with blue trim, metal key ring, and white imprint capability on both the front and back.

Effective Immediately: In accordance with Codified Ordinance 181.13 (l) the City shall receive competitive sealed bids through email. All City of Cleveland bids estimated to be less than 50K in value will be submitted and received electronically via email. All bids must be emailed to CityofClevelandbids@clevelandohio.gov. Upon receipt of your bid, you will receive a reply indicating your bid has been received.

Bidder's Instructions

See enclosed Terms & Conditions. Read and follow all terms and conditions of the bid.

Bids must be submitted to CityofClevelandbids@clevelandohio.gov, the Document ID Number and Buyer's Name must be identified in the email subject line. Also clearly state the Document ID Number, Bid Description, Buyer's Name and Closing Date.

PLEASE NOTE: Bids received after the Closing Date, Closing Time or sent to any other email address not identified in the Bidders Instructions cannot be considered.

Northern Ireland Affidavit must be completed, signed and included with each bid.

The bid must be submitted to: CityofClevelandbids@Clevelandohio.Gov

The bid documents must include:

- ☐ The Document ID Number and Buyers Name in email subject line
- ☐ PDF File of Request For Bid Form
- ☐ Terms & Conditions.
- ☐ Northern Ireland Affidavit.
- ☐ Wage Theft Form.

Contact the Buyer immediately at the number on the Bid Form if you do not have all the required documents.

Subject: Submission of NORTHERN IRELAND FAIR EMPLOYMENT PRACTICES DISCLOSURE

Each bidder and/or appropriate parties should complete the DISCLOSURE and submit it with the bid, if possible. If not submitted with the bid, it must be completed and submitted to the Commissioner of Purchases and Supplies prior to any contract being awarded by the City. If a bidder or appropriate parties fail to complete and submit it, they shall not be eligible for a contract award.

NORTHERN IRELAND FAIR EMPLOYMENT PRACTICES DISCLOSURE

INSTRUCTIONS: Pursuant to Codified Ordinance Sec. 181.36, the information requested on this page must be supplied by all Contractors and any Subcontractors having more than a fifty percent (50%) interest in the proposed contract prior to any contract being awarded by the City of Cleveland. Any Contractor or Subcontractor who is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract. For failure to cure such a default, the Contractor or Subcontractor shall be automatically excluded from bidding for the supply of any goods or services for use by the City for a period of two years.

CHECK WHICHEVER IS APPLICABLE:

A. ( ) The undersigned or any controlling shareholder,* subsidiary, or parent corporation of the undersigned is NOT ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph A. is checked, proceed to the signature line.)

B. ( ) The undersigned or any controlling shareholder,* subsidiary, or parent corporation IS ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph B. is checked, please either check the stipulation contained in paragraph C. or attach documentation that shows that the undersigned has complied with the stipulation contained in paragraph C.

C. ( ) The undersigned and all enterprises identified in paragraph B. are TAKING LAWFUL AND GOOD FAITH STEPS TO ENGAGE IN FAIR EMPLOYMENT PRACTICES WHICH ARE RELEVANT TO THE STANDARDS EMBODIED IN THE "MacBRIDE PRINCIPALS FOR FAIR EMPLOYMENT IN NORTHERN IRELAND." A copy of the MacBride Principles can be obtained from the Office of the Commissioner of Purchases and Supplies. In lieu of checking this paragraph, the undersigned must attach documentation which the undersigned believes shows compliance with the stipulation contained in this paragraph C.

_____
Name of Contractor or Subcontractor
By: _____
Title:_____

*"Controlling shareholder" means any shareholder owning more than fifty percent (50%) of the stock in the corporation or more than twenty-five percent (25%) of the stock in the corporation if no other shareholder owns a larger share of stock in the corporation.

WAGE THEFT AND PAYROLL FRAUD DISCLOSURE

SUMMARY:

Bidders on certain City contracts, recipients of Assistance, and any of their prospective subcontractors must disclose any wage theft or payroll fraud violations over the last three years. Unless they receive a waiver from the City's Fair Wage Employment Board, violators are placed on the City's Adverse Determination List**,** which prevents them from entering into new contracts with or receiving Assistance from the City. This disclosure requirement and the waiver process are set forth in Chapter 190 of the Codified Ordinances of Cleveland, Ohio, 1976 ("Chapter 190").

INSTRUCTIONS:

Pursuant to Chapter 190, the information requested on this document must be provided by any person or entity bidding on or making a proposal for a Construction or Improvement Contract or a Service Contract, or applying for Assistance, and any of their prospective subcontractors.

Any person or entity that is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract.

DEFINITIONS:

"Adverse Determination" means a final action or adjudication that the person or entity in question has committed Wage Theft or Payroll Fraud and is further defined in Chapter 190.

"Assistance" means any form of City financial assistance, except for financial assistance provided for the development, rehabilitation or other means of providing residential housing. Assistance includes but is not limited to: grants; economic development loans; tax credits, incentives and abatements; subsidies; and bonds. Assistance does not include financial assistance which is received from another government or other entity with the City acting only as a conduit or fiscal agent for the funds, where the City exercises no control over the identity of any recipient or of the terms of the contract. Community Development Block Grant Funds are not considered conduit funds and, to the extent they otherwise qualify, are included as Assistance.

"Construction or Improvement Contract" means any contract entered into pursuant to Chapter 167 or Chapter 185 of the Codified Ordinances.

"Payroll Fraud" means concealing an entity's true payroll tax liability or other financial liability to a government agency from government licensing, regulatory or taxing agencies through misclassification of employees, failure to report or underreported

payment of wages, or executing a cash transaction while failing to maintain proper records of reporting and withholding.

"Service Contract" means any contract or subcontract between a person, business or corporation and the City of Cleveland that primarily involves the furnishing of services to the City (as opposed to the purchase of goods or other property or the leasing of property), and shall be limited to the following categories of services: food service, janitorial, security services, parking lot attendants, home health care, health care aides, waste management, automotive repair services, landscaping, towing contracts, building and maintenance services, carpentry, clerical services, urban forestry, housekeeping, street maintenance and repair, and sidewalk maintenance and repair. This includes services performed on City-owned premises including the following City-owned locations: airports, parking lots, municipal parks, recreational facilities, and City-owned buildings. Contracts that are primarily for the purchase of goods or other property are not considered Service Contracts.

"Wage Theft" means a violation of the Ohio Prompt Pay Statute, RC 4113.15; the Ohio Minimum Fair Wage Standards Act, RC Chapter 4111; Oh. Const. Art. II, Sec. 34a; RC Chapters 4109 or 4115; RC 4113.17, 4113.18, 4113.52 or 4113.61; or a violation of any substantially equivalent federal or state law; as any of these laws may be amended or superseded.

CHECK WHICHEVER IS APPLICABLE:

(A) ( ) The undersigned person or entity HAS NOT had any Adverse Determinations within the last three (3) years.

(B) ( ) The undersigned person or entity HAS had any Adverse Determinations within the last three (3) years.

If (B) is checked, then in an attachment(s) to this form, please disclose all Adverse Determinations within the last three (3) years.

Name of Person or Entity: _____

Signature: _____

Printed Name of Signatory: _____

Title of Signatory: _____

Date: _____