



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

DANIEL JOHNSON  
SECRETARY

**DATE:** April 20, 2026

**TO:** Mr. Thaddeus Kapera  
Procurement Specialist II

**FROM:** Michael Poe, PE  
Division Engineer

**SUBJECT:** #54-SH-11-PR31411 Surry County Rest Area/Welcome Center (single) on I-77  
Professional Lawn and Grounds Maintenance Award Recommendation

Signed by:  
*Michael Poe*  
761E124BED8040A...

Attached is the Bid Review Packet for Contract #54-SH-11-PR31411. The Division recommends awarding Contract #54-SH-11-PR31411 to Hartley Enterprises, Inc., as they submitted the lowest acceptable bid with the stated dollar amount and met all other contract requirements. KC Janitorial & Landscaping, Inc.'s bid was determined to be non-responsive due to the bid package being incomplete. If you have any questions, please contact this office.

CC: Mr. Jamie Wood  
Ms. Carrie Hoyle

**Mailing Address:**  
NC DEPT. OF TRANSPORTATION  
DIVISION ELEVEN  
P. O. BOX 250  
NORTH WILKESBORO, NC 28659

*Telephone:* (336) 903-9101  
*Website:* [www.ncdot.org](http://www.ncdot.org)

**Location:**  
NC DEPT. OF TRANSPORTATION  
DIVISION ELEVEN  
801 STATESVILLE RD  
NORTH WILKESBORO, NC 28659

Description: Custodial Operations and Maintenance of Rest Area/Welcome Center

WBS Element(s): 11RE.108638

TIP #(s): \_\_\_\_\_

Federal Project ID(s): \_\_\_\_\_

|                            | DBE% | Combined% | MBE% | WBE% |
|----------------------------|------|-----------|------|------|
| Advertised Contract Goals: | N/A  | N/A       | N/A  | N/A  |

## **BID RESULTS**

| Contractor                        | Verified Bid Amt.    | % Diff.      | Comb.% Bid | MBE% Bid | WBE% Bid |
|-----------------------------------|----------------------|--------------|------------|----------|----------|
| KC Janitorial & Landscaping, Inc. | Non-Responsive       |              |            |          |          |
| Hartley Enterprises, Inc.         | 404,626.00/31,500.00 | -0.99/+3.50  |            |          |          |
| A-1 Building Maintenance          | 451,000.00/30,000.00 | +10.36/-1.43 |            |          |          |
|                                   |                      |              |            |          |          |
|                                   |                      |              |            |          |          |
|                                   |                      |              |            |          |          |

## ACTION TAKEN

| COMMITTEE MEMBER                                        | Accept Low Bid                         | Reject Low Bid | Reject All Bids | Need Additional Info |
|---------------------------------------------------------|----------------------------------------|----------------|-----------------|----------------------|
| Ivan Dishman, PE<br>Division Construction Engineer      | DocuSigned by:<br><i>Ivan Dishman</i>  |                |                 |                      |
| Matthew Evans, PE<br>Division Maintenance Engineer      | DocuSigned by:<br><i>Matthew Evans</i> |                |                 |                      |
| Ramie Shaw, PE<br>Division Project Development Engineer | DocuSigned by:<br><i>Ramie R. Shaw</i> |                |                 |                      |
| Daniel Adams, PE<br>Division Team Lead                  | DocuSigned by:<br><i>Daniel Adams</i>  |                |                 |                      |

The bid submitted by KC Janitorial & Landscaping, Inc. was deemed non-responsive because the company did not provide the complete bid package.

Bid Review Date: 4/17/2026 Chairperson Signature: \_\_\_\_\_  
Final Determination: Accept Low Bid

## Bid Review and Award Task List

TIP No.: \_\_\_\_\_

WBS Element: 11RE.108638

|              |                     |
|--------------|---------------------|
| Description: | Custodial Operation |
|--------------|---------------------|

### Bid Opening and Verification

## Bid Opening and Verification

YES Announce apparent low bidder

|                                                                           |             |              |          |
|---------------------------------------------------------------------------|-------------|--------------|----------|
| YES Insure SBE and/or POC limit not exceeded (SBE - \$1,000,000; POC - \$ | Bid Amount: | \$404,626.00 | \$31,500 |
|---------------------------------------------------------------------------|-------------|--------------|----------|

YES Bidders Pre-qualified?

YES Bidder Licensed?

|     |                           |
|-----|---------------------------|
| YES | Corporations, LLC's & LLP |
|-----|---------------------------|

N/A Bidders on SBE projects certified?

YES Bidder not on State or Federal list of

YES Check bids for errors & omissions

YES Calculations correct

YES Bid properly executed

Non-Collusion affidavit signed & notarized

MBE/WBE/DBE subcontractor listing subn

N/A Goals met?

|     |         |
|-----|---------|
| N/A | MBE/WBE |
|-----|---------|

N/A Good Faith hearing required?

|     |                     |
|-----|---------------------|
| N/A | Have contractor sub |
|-----|---------------------|

|     |                                                             |
|-----|-------------------------------------------------------------|
| N/A | Request Letters of Intent (required within 6 calendar days) |
|-----|-------------------------------------------------------------|

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|                                           |             |
|-------------------------------------------|-------------|
| If not, are there good reasons? Alternate | \$30,435.00 |
|-------------------------------------------|-------------|

Hold Good Faith/Bid Review Committee meeting

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Award Letter

Rec

Bonds issued by a surety company legally authorized to do business in this state.

Goal Confirmation Letter

Request Certificate of Insurance

Contract Execution (after bonds

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**REST AREA CONTRACT CUSTODIAL OPERATIONS AND MAINTENANCE**  
**EXCLUDING LAWN AND GROUNDS MAINTENANCE**

**BID TABULATIONS**

**PROPOSAL NUMBER 54-TJK-11-PR33171**

Project: Surry County Rest Area/Welcome Center (single), I-77

Opening: April 8, 2026

| <b>NO.</b> | <b>BIDDER</b>                     | <b>BID ITEM AMOUNT<br/>– FULL STAFFING<br/>(YEARLY)</b> | <b>ALTERNATE BID ITEM<br/>AMOUNT – REDUCED<br/>STAFFING (MONTHLY)</b> |
|------------|-----------------------------------|---------------------------------------------------------|-----------------------------------------------------------------------|
|            |                                   |                                                         |                                                                       |
| 1.         | KC Janitorial & Landscaping, Inc. | \$392,500.00                                            | \$32,708.33                                                           |
| 2.         | Hartley Enterprises, Inc.         | \$404,626.00                                            | \$31,500.00                                                           |
| 3.         | A-1 Building Maintenance          | \$451,000.00                                            | \$30,000.00                                                           |

CWH  
4/9/26

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
BID TAB vs ENGINEER'S ESTIMATE**

DATE: 4/8/2026  
BID NO.: 54-TJK-11-PR33171  
DESCRIPTION: Custodial Operations and Maintenance of Rest Area/Welcome Center (single) excluding Lawn and Grounds  
COUNTY: Surry I-77 - Division 11

FULL STAFFING (per year)

| ENGINEER'S<br>ESTIMATE | KC           | %<br>DIF | HEI           | %<br>DIF | A-1           | %<br>DIF |
|------------------------|--------------|----------|---------------|----------|---------------|----------|
| \$ 408,678.00          | \$392,500.00 | -4%      | \$ 404,626.00 | -1%      | \$ 451,000.00 | 10%      |

ALTERNATE BID ITEM - REDUCED STAFFING (per month)

| ENGINEER'S<br>ESTIMATE | KC           | %<br>DIF | HEI          | %<br>DIF | A-1          | %<br>DIF |
|------------------------|--------------|----------|--------------|----------|--------------|----------|
| \$ 30,435.00           | \$ 32,708.33 | 7%       | \$ 31,500.00 | 3%       | \$ 30,000.00 | -1%      |

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
PERFORMANCE MAINTENANCE CONTRACT**

**BID SUBMITTAL PACKAGE**

March 12, 2026

Solicitation RFP No. 54-TJK-11-PR33171

NCDOT Highway Division 11

Surry County

Rest Area Custodial Operation and Maintenance

**NOTE:**

By submission of a bid package the bidder agrees that they shall provide sufficient labor, labor hours, supervision, training, materials, equipment and supplies to complete all requirements as listed in this contract to an acceptable level as determined in the discretion of the Engineer, regardless of the quantities estimated in their bid.

This entire package (Bid Submittal Pages 1 of 17 through 17 of 17, including attachments) is to be returned as the contractor's bid and received by the Department of Transportation's Purchasing Section prior to 2:00 PM, April 8, 2026.

Failure to complete the bid submittal documents as indicated may be cause for rejection of the Contractor's bid.

**HARTLEY ENTERPRISES, INC.**

Bidder/Officer: PO BOX 1892

~~Company Name~~  
GARNER, INC 21511

ATTENTION

Federal Employer Identification Number or alternate identification number (e.g., Social Security Number) is used for internal processing, including bid tabulation.

Enter ID number here: 56.1997849

Pursuant to N.C.G.S. 132-2.10(b) this identification number shall not be released to the public.

This page will be removed and shredded, or otherwise kept confidential,  
before the procurement file is made available for public inspection.

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
CONTRACT BID FORM**

**PROPOSAL NO:** 54-TJK-11-PR33171  
**WBS ELEMENT NO:** 11RE.108638  
**COUNTY:** SURRY - DIVISION 11  
**LOCATION:** I-77, SOUTHBOUND LANE, 0.5 MILES SOUTH OF THE NC/VA STATELINE  
**TYPE OF WORK:** CUSTODIAL OPERATIONS AND MAINTENANCE OF REST AREA  
**PROJECT:** SURRY COUNTY REST AREA/WELCOME CENTER (SINGLE)

The Contractor agrees to provide the services outlined in this proposal for the following fixed price:

**ITEM:** PROVIDE CUSTODIAL OPERATION AND MAINTENANCE (FOR ONE YEAR) LUMP  
 SUM PRICE:

**TOTAL BID FOR PROJECT:** \$ 404,626.<sup>00</sup>

**ALTERNATE BID ITEM:** PROVIDE CUSTODIAL OPERATIONS AND MAINTENANCE WITH  
 REDUCED STAFFING UNDER BUDGET RESTRICTIONS (FOR ONE  
 MONTH) MONTHLY BID PRICE:

**PRICE PER MONTH:** \$ 31,500.<sup>00</sup>

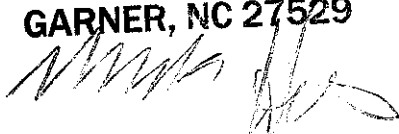
**THIS SECTION TO BE COMPLETED BY NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

*This bid has been reviewed in accordance with Article 103-1 of the Standard Specifications for Roads and Structures 2024.*

Reviewed by \_\_\_\_\_ (date)

Accepted by NCDOT \_\_\_\_\_ (date)  
 Division Engineer

HARTLEY ENTERPRISES, INC.  
 PO BOX 1592  
 GARNER, NC 27529



**CONTRACTOR CONTACT INFORMATION**  
**HARTLEY ENTERPRISES, INC.**

Contractor: \_\_\_\_\_

**PO BOX 1892**

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

**GARNER, NC 27529**

Telephone Number(s): \_\_\_\_\_

**919 524 4781**

Email Address: \_\_\_\_\_

**Mhart2012@gmail.com**

Name of individual authorized to answer questions concerning the information contained herein:

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

**Michael Hartley**

Email Address: \_\_\_\_\_

**Mhart2012@gmail.com**

Telephone Number(s): \_\_\_\_\_

**919.524.4781**

**CONTRACTOR'S OPERATIONS PLAN**

**Bidders shall provide the following information:**

**Personnel Plan:** As part of your bid submittal package, below or on an attached separate document, provide a Personnel Plan (for full staffing and for reduced staffing) that includes:

- 1) The total number of employees: 11-13 | 8-10
- 2) The total number of hours each employee works each week; See Attached
- 3) The yearly total number of hours. 17080 | 15256

**Materials Plan:** As part of your bid submittal package, on an attached separate document, provide a Materials Plan you propose to use to fulfill the requirements of this contract. The plan should include:

- 1) A complete listing of all materials, supplies and equipment you propose may be needed for the one year term of the contract; See Attached

- 2) The estimated quantities of each you propose may be needed for the one year term of the contract.  
*Please note, if awarded the contract, the successful Contractor will be required to provide all actual quantities required during the performance of the term of the contract, regardless of the estimated quantities in their bid.*  
See Attached

The operations plan should be clear and legible in all respects without a need for additional explanation or information and should demonstrate that the bidder has a thorough understanding of the requirements of this contract. The Engineer reserves the right to request additional information or clarification if necessary, in his/her discretion.

**CONTRACTOR'S LISTING OF MBE/SBE SUBCONTRACTORS**

| Firm Name and Address | Circle One | Item No. | Item Description                                             | * Agreed upon Unit Price | ** Dollar Volume of Item |
|-----------------------|------------|----------|--------------------------------------------------------------|--------------------------|--------------------------|
| Name<br>Address       | MBE<br>WBE |          |                                                              |                          |                          |
| Name<br>Address       | MBE<br>WBE |          |                                                              |                          |                          |
| Name<br>Address       | MBE<br>WBE |          |                                                              |                          |                          |
| Name<br>Address       | MBE<br>WBE |          |                                                              |                          |                          |
| Name<br>Address       | MBE<br>WBE |          | HARTLEY ENTERPRISES, INC.<br>PO BOX 1892<br>GARNER, NC 27529 |                          |                          |
| Name<br>Address       | MBE<br>WBE |          |                                                              |                          |                          |

\* The Dollar Volume shown in this column shall be the Actual Price Agreed Upon by the Prime Contractor and the MBE/WBE subcontractor, and these prices will be used to determine the percentage of the MBE/WBE participation in the contract.

\*\* Dollar Volume of MBE/WBE Subcontractor Percentage of Total Contract Bid Price:

\*\* Dollar Volume of MBE Subcontractor \$ 0

MBE Percentage of Total Contract Bid Price 0 %

\*\* Dollar Volume of WBE Subcontractor \$ 0

WBE Percentage of Total Contract Bid Price 0 %

If firm is a Material Supplier Only, show Dollar Volume as 60% of Agreed Upon Amount from Letter of Intent.  
If firm is a Manufacturer, show Dollar Volume as 100% of Agreed Upon Amount from Letter of Intent.

**CONTRACTOR'S WORK EXPERIENCE AND REFERENCES**

Bidders shall supply a minimum of three (3) references covering work experience on a contract basis, related to janitorial maintenance services. These references are to include private commercial firms, governmental agencies (federal, state, county, city, etc.), and any other references related to janitorial maintenance services which this business or its supervisors, managers, owners or other persons with supervisory responsibility for performance of this contract have had within the last three (3) years, or longer if necessary to attain the required number of references. The references are one factor that will be used by the Engineer to determine whether a bidder is "responsible" and capable or able to perform the work necessary under the contract. The bidder may submit more than three (3) references using this same form. ALL REFERENCE CONTACT INFORMATION SHOULD BE CURRENT.

1. Agency or Firm Name: MC DOT  
 Physical Address: Surry County Rest Area Welcome Ctr  
 Mailing Address: PO Box 290 N. Wilkesboro NC 28659  
 Contact Person: Sam Wood  
 Telephone(s): 336-200-1184  
 Email address: Samwood@ncdot.gov  
 Type of Facility: Rest Area Welcome Center  
 Square Footage Cleaned: 15,000 sq ft  
 Man Hours of Service Provided Per Week: Varies  
 Length of Contract: 11 years  
 Dates of Contract: 3/2006 - 6/2008 10/2011 - 7/2014 7/23-6-2016
  
2. Agency or Firm Name: MC DOT  
 Physical Address: Wilkes Co 1st Area  
 Mailing Address: Same  
 Contact Person: HS  
 Telephone(s): Surry  
 Email address: abene  
 Type of Facility: Rest Area  
 Square Footage Cleaned: 15,3800  
 Man Hours of Service Provided Per Week: 184 Varies  
 Length of Contract: 17 years  
 Dates of Contract: 10-2009 - 10-2026

3. Agency or Firm Name: NCDOT  
 Physical Address: Randolph Co Det Area  
 Mailing Address: 3388 US 151 Rd Lenoir NC 28747  
 Contact Person: Mark Thompson  
 Telephone(s): 910 773-8060  
 Email address: mthompson1@NCDOT.gov  
 Type of Facility: Interstate Rest Areas  
 Square Footage Cleaned: 41 - 8000 sq ft  
 Man Hours of Service Provided Per Week: 264 varies  
 Length of Contract: 16 years  
 Dates of Contract: 1.2010 - 1.2027

4. Agency or Firm Name: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Telephone(s): \_\_\_\_\_  
 Email address: \_\_\_\_\_  
 Type of Facility: \_\_\_\_\_  
 Square Footage Cleaned: \_\_\_\_\_  
 Man Hours of Service Provided Per Week: \_\_\_\_\_  
 Length of Contract: \_\_\_\_\_  
 Dates of Contract: \_\_\_\_\_

# **MANDATORY MINIMUM WAGE RATE REQUIREMENT**

**July 1, 2026**

The Contractor is required to compensate rest area employees at the following wage rate. This is the minimum hourly wage rate that employees shall be paid.

## **Surry County Rest Area**

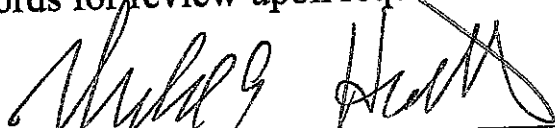
**Rest Area Attendants:** per hour **\$15.34**

**Rest Area Assistant Supervisor:** per hour **\$18.34**

**Rest Area Daily Operations Supervisor:** per hour **\$20.34**

The above hourly rates are based on information from the Occupational Employment Statistics program produced by the North Carolina Department of Commerce in cooperation with the Bureau of Labor Statistics. The North Carolina Department of Labor should be notified by Contractor's employees if the mandatory wage rate is not being paid by the Contractor.

**NOTE:** The Department reserves the right to audit the Contractor's payroll records and proof of payment, including timing of payment, to employees, unannounced during the period of the contract and for ninety (90) days following contract expiration. Such audit shall be conducted during normal business hours. By signature below the Contractor agrees to release those records for review upon request.

  
Contractor's Signature

4-7-26  
Date

**EXECUTION OF BID**

**NON-COLLUSION, DEBARMENT AND GIFT BAN CERTIFICATION**

**CORPORATION**

The prequalified bidder, declares (or certifies, verifies, or states) under penalty of perjury under the laws of the United States that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating N.C.G.S. §133-24 within the last three years, and that the prequalified bidder intends to do the work with his own bona fide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion, debarment and gift ban certification, the prequalified bidder is attesting his status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

N.C.G.S. §133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF PREQUALIFIED BIDDER**

**HARTLEY ENTERPRISES, INC.**

**PO BOX 1892**

**GARNER, NC 27529**

Address as prequalified

Attest

*[Signature]*  
Signature of Secretary, Assistant Secretary  
Select appropriate title

By

*[Signature]*  
Signature of President, Vice President, Assistant Vice President  
Select appropriate title

*John W. Hartley*  
Print or type Signer's name

*Michael Hartley*  
Print or type Signer's name

**CORPORATE SEAL**

**EXECUTION OF BID**

**NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**PARTNERSHIP**

The prequalified bidder, declares (or certifies, verifies, or states) under penalty of perjury under the laws of the United States that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the prequalified bidder intends to do the work with its own bona fide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion, debarment and gift ban certification, the prequalified bidder is attesting his status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF PREQUALIFIED BIDDER**

\_\_\_\_\_  
Full name of Partnership

\_\_\_\_\_  
Address as prequalified

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Partner

\_\_\_\_\_  
Print or type Signer's name

\_\_\_\_\_  
Print or type Signer's name

**EXECUTION OF BID**

**NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**LIMITED LIABILITY COMPANY**

The prequalified bidder, declares (or certifies, verifies, or states) under penalty of perjury under the laws of the United States that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the prequalified bidder intends to do the work with its own bona fide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion, debarment and gift ban certification, the prequalified bidder is attesting his status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF PREQUALIFIED BIDDER**

\_\_\_\_\_  
Full name of Firm

\_\_\_\_\_  
Address as prequalified

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Member, Manager, Authorized Agent  
*Select appropriate title*

\_\_\_\_\_  
Print or type Signer's Name

\_\_\_\_\_  
Print or type Signer's Name

**EXECUTION OF BID**

**NON-COLLUSION, DEBARMENT AND GIFT BAN CERTIFICATION**

**JOINT VENTURE (2) or (3)**

The prequalified bidder, declares (or certifies, verifies, or states) under penalty of perjury under the laws of the United States that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating N.C.G.S. § 133-24 within the last three years, and that the prequalified bidder intends to do the work with its own bona fide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion, debarment and gift ban certification, the prequalified bidder is attesting his status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF PREQUALIFIED BIDDER**

Instructions: 2 Joint Venturers Fill in lines (1), (2) and (3) and execute. 3 Joint Venturers Fill in lines (1), (2), (3) and (4) and execute. On Line (1), fill in the name of the Joint Venture Company. On Line (2), fill in the name of one of the joint venturers and execute below in the appropriate manner. On Line (3), print or type the name of the other joint venturer and execute below in the appropriate manner. On Line (4), fill in the name of the third joint venturer, if applicable and execute below in the appropriate manner.

|     |                                      |                             |
|-----|--------------------------------------|-----------------------------|
| (1) | Name of Joint Venture                |                             |
| (2) | Name of Contractor                   |                             |
|     | Address as prequalified              |                             |
|     | By                                   | Signature of Contractor     |
|     | Signature of Witness or Attest       | Print or type Signer's Name |
|     | Print or type Signer's Name          |                             |
|     | If Corporation, affix Corporate Seal | and                         |
| (3) | Name of Contractor                   |                             |
|     | Address as prequalified              |                             |
|     | By                                   | Signature of Contractor     |
|     | Signature of Witness or Attest       | Print or type Signer's Name |
|     | Print or type Signer's Name          |                             |
|     | If Corporation, affix Corporate Seal | and                         |
| (4) | Name of Contractor                   |                             |
|     | Address as prequalified              |                             |
|     | By                                   | Signature of Contractor     |
|     | Signature of Witness or Attest       | Print or type Signer's Name |
|     | Print or type Signer's Name          |                             |
|     | If Corporation, affix Corporate Seal |                             |

If Corporation, affix Corporate Seal

CORPORATE SEAL(S)

**EXECUTION OF BID**

**NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME**

The prequalified bidder, declares (or certifies, verifies, or states) under penalty of perjury under the laws of the United States that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the prequalified bidder intends to do the work with its own bona fide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion, debarment and gift ban certification, the prequalified bidder is attesting his status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF PREQUALIFIED BIDDER**

Name of Prequalified Bidder

Print or type Individual Name

Trading and doing business as

Full name of Firm

Address as prequalified

Signature of Witness

Signature of Prequalified Bidder, Individual

Print or type Signer's Name

Print or type Signer's Name

**EXECUTION OF BID**

**NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**INDIVIDUAL DOING BUSINESS IN HIS OWN NAME**

The prequalified bidder, declares (or certifies, verifies, or states) under penalty of perjury under the laws of the United States that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating N.C.G.S. § 133-24 within the last three years, and that the prequalified bidder intends to do the work with its own bona fide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion, debarment and gift ban certification, the prequalified bidder is attesting his status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF PREQUALIFIED BIDDER**

Name of Prequalified Bidder

\_\_\_\_\_  
Print or type Individual Name

\_\_\_\_\_  
Address as prequalified

\_\_\_\_\_  
Signature of Prequalified Bidder, Individually

\_\_\_\_\_  
Print or type Signer's Name

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Print or type Signer's name

**DEBARMENT CERTIFICATION OF BIDDER**

## Conditions for certification:

1. The prequalified bidder shall provide immediate written notice to the Department if at any time the bidder learns that his certification was erroneous when he submitted his debarment certification or explanation that is file with the Department, or has become erroneous because of changed circumstances.
2. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this provision, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. A copy of the Federal Rules requiring this certification and detailing the definitions and coverages may be obtained from the Contract Officer of the Department.
3. The prequalified bidder agrees by submitting this form, that he will not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in NCDOT contracts, unless authorized by the Department.
4. For Federal Aid projects, the prequalified bidder further agrees that by submitting this form he will include the Federal-Aid Provision titled *Required Contract Provisions Federal-Aid Construction Contract (Form FHWA PR 1273)* provided by the Department, without subsequent modification, in all lower tier covered transactions.
5. The prequalified bidder may rely upon a certification of a participant in a lower tier covered transaction that he is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless he knows that the certification is erroneous. The bidder may decide the method and frequency by which he will determine the eligibility of his subcontractors.
6. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this provision. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
7. Except as authorized in paragraph 6 herein, the Department may terminate any contract if the bidder knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available by the Federal Government.

**DEBARMENT CERTIFICATION**

The prequalified bidder certifies to the best of his knowledge and belief, that he and his principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records; making false statements; or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph b. of this certification; and
- d. Have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- e. Will submit a revised Debarment Certification immediately if his status changes and will show in his bid proposal an explanation for the change in status.

If the prequalified bidder cannot certify that he is not debarred, he shall provide an explanation with this submittal. An explanation will not necessarily result in denial of participation in a contract.

Failure to submit a non-collusion affidavit and debarment certification will result in the prequalified bidder's bid being considered non-responsive.

☐

Check here if an explanation is attached to this certification.

**BID SUBMITTAL PACKAGE CHECKLIST**

This checklist has been provided for your benefit to assist you in completing your Bid Submittal Package to help ensure that all necessary items have been completed.

| Check Box | Page Number | Description                                                                                             |
|-----------|-------------|---------------------------------------------------------------------------------------------------------|
|           | 1           | Cover Sheet.                                                                                            |
|           | 2           | Contract Bid Form.                                                                                      |
|           | 3           | Contractor Contact Information.                                                                         |
|           | 4           | Contractor's Operations Plan.                                                                           |
|           |             | Attachment to Operations Plan including Materials List as specified.                                    |
|           |             | Attachment to Operations Plan including Personnel Plan as specified.                                    |
|           | 5           | Listing of MBE/WBE Subcontractors.                                                                      |
|           | 6-7         | Contractor's Work Experience and References, with a minimum of three (3) references included.           |
|           | 8           | Mandatory Minimum Wage Rate Requirement.                                                                |
|           | 9-16        | Execution of Bid Non-Collusion Affidavit, Debarment Certification and Gift Ban Certification, executed. |
|           | 17          | Bid Submittal Package Checklist.                                                                        |
|           |             | Addenda, if applicable.                                                                                 |
|           |             | <b>Submit original and one (1) duplicate copy.</b>                                                      |
|           |             | <b>Mark the original as "Original" and the copy as "Copy".</b>                                          |

**End of bid submittal package!**

## **Hartley Enterprises, Inc.**

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PO BOX 1892  
GARNER, NC 27529  
919-524-4781  
Mhart2012@aol.com

Michael A. Hartley  
President

### **PROPRIETARY INFORMATION NON-DISCLOSURE**

**This proposal includes data that shall not be disclosed outside the Government/NCDOT and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of—or in connection with—the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets 1-5.**

**This proposal contains trade secret and confidential business or financial information exempt from disclosure under the Freedom of Information Act as well as the North Carolina Open Records Laws.**

**PROPRIETARY INFORMATION**  
**USE OF DISCLOSURE OF THE INFORMATION CONTAINED ON THIS SHEET IS SUBJECT**  
**TO THE RESTRICTIONS CONTAINED ON THE OPERATIONAL PLAN COVER SHEET.**

**PRELIMINARY SCHEDULE FOR I-77 REST AREA - SURRY COUNTY**

**SUMMER SCHEDULE**

|               | MONDAY   | TUESDAY  | WEDNESDAY | THURSDAY | FRIDAY   | SATURDAY   | SUNDAY     |
|---------------|----------|----------|-----------|----------|----------|------------|------------|
| 7 AM<br>3 PM  | MALE 1   | MALE 1   | MALE 1    | MALE 1   | MALE 1   | MALE 6     | MALE 6     |
| 8 AM<br>4 PM  | FEMALE 1 | FEMALE 1 | FEMALE 1  | FEMALE 1 | FEMALE 2 | FEMALE 2   | FEMALE 2   |
| 10 AM<br>6 PM | MALE 2   | MALE 2   | MALE 2    | MALE 2   | MALE 2   | ASSN SUPER | ASSN SUPER |
| 3 PM<br>11 PM | MALE 4   | MALE 4   | MALE 4    | MALE 3   | MALE 3   | MALE 3     | MALE 3     |
| 11 PM<br>7 AM | MALE 6   | MALE 6   | MALE 5    | MALE 5   | MALE 5   | MALE 5     | MALE 5     |

**WINTER SCHEDULE**

|               | MONDAY   | TUESDAY  | WEDNESDAY | THURSDAY | FRIDAY   | SATURDAY   | SUNDAY     |
|---------------|----------|----------|-----------|----------|----------|------------|------------|
| 7 AM<br>3 PM  | MALE 1   | MALE 1   | MALE 1    | MALE 1   | MALE 2   | ASSN SUPER | ASSN SUPER |
| 8 AM<br>4 PM  | FEMALE 1 | FEMALE 1 | FEMALE 1  | FEMALE 1 | FEMALE 2 | FEMALE 2   | FEMALE 2   |
| 3 PM<br>11 PM | MALE 3   | MALE 3   | MALE 3    | MALE 3   | MALE 3   | MALE 2     | MALE 2     |
| 11 PM<br>7 AM | MALE 6   | MALE 6   | MALE 4    | MALE 4   | MALE 4   | MALE 4     | MALE 4     |

**HOURS PER WEEK TO COMPLY WITH CONTRACT SPECIFIED SCHEDULE (NO HOLIDAYS REFLECTED)**

|             | SUMMER                                  | WINTER |                            |
|-------------|-----------------------------------------|--------|----------------------------|
| SUPERVISOR  | 40                                      | 40     | RANDOM DAYS, SHIFTS, TIMES |
| ASSNT SUPER | 40                                      | 40     |                            |
| MALE 1      | 40                                      | 32     |                            |
| MALE 2      | 40                                      | 24     |                            |
| MALE 3      | 32                                      | 40     |                            |
| MALE 4      | 24                                      | 40     |                            |
| MALE 5      | 40                                      |        |                            |
| MALE 6      | 32                                      | 16     |                            |
| FEMALE 1    | 32                                      | 32     |                            |
| FEMALE 2    | 24                                      | 24     |                            |
| FEMALE 3    | HOLIDAY SCHEDULE NOT ON WEEKLY SCHEDULE |        |                            |
| TOTAL HR/WK | 344                                     | 288    |                            |

ADDITIONAL STAFFING IN THE FORM OF PART TIME STAFF WILL BE HIRED FOR ADDL. SUPPORT. HEI INTENDS TO EMPLOY 10-11 STAFF MEMBERS IN ORDER TO COVER THE DEMANDS OF THE CONTRACT. THERE ARE MORE MALE STAFF PROPOSED DUE TO THE NEED FOR PLANT OPERATIONS AS WELL AS THE CONSTANT NEED FOR OUTSIDE TRASH REMOVAL/HAULING. THIS STAFFING WILL ALLOW US TO COVER PLANT OPERATIONS, BATHROOMS AND EXTERIOR SERVICES IN THE MOST EFFICIENT MANNER.

| ADDITIONAL STAFFING FOR HOLIDAY SHIFTS |           |           | 11 AM TO 7 PM |
|----------------------------------------|-----------|-----------|---------------|
| HOLIDAY                                | # OF DAYS | TOTAL HRS |               |
| EASTER                                 | 3 DAYS    | 24        |               |
| MEMORIAL                               | 1 DAY     | 8         |               |
| JULY 4                                 | 3 DAYS    | 24        |               |
| LABOR DAY                              | 1 DAY     | 8         |               |
| THANKSGIVING                           | 1 DAY     | 8         |               |
| TOTAL ADDL. HOLIDAY HRS.               |           | 72        |               |

**PROPRIETARY INFORMATION**  
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**PRELIMINARY SCHEDULE FOR I-77 REST AREA - SURRY COUNTY**

**REDUCED STAFFING**

|               | MONDAY   | TUESDAY  | WEDNESDAY | THURSDAY | FRIDAY   | SATURDAY    | SUNDAY      |
|---------------|----------|----------|-----------|----------|----------|-------------|-------------|
| 7 AM<br>3 PM  | MALE 1   | MALE 1   | MALE 1    | MALE 1   | MALE 1   | ASSNT SUPER | ASSNT SUPER |
| 9 AM<br>5 PM  | FEMALE 1 | FEMALE 1 | FEMALE 1  | FEMALE 1 | FEMALE 2 | FEMALE 2    | FEMALE 2    |
| 3 PM<br>11 PM | MALE 2   | MALE 2   | MALE 2    | MALE 2   | MALE 3   | MALE 3      | MALE 3      |
| 11 PM<br>7 AM | MALE 3   | MALE 4   | MALE 4    | MALE 4   | MALE 4   | MALE 4      | MALE 2      |

**HOURS PER WEEK TO COMPLY WITH CONTRACT SPECIFIED SCHEDULE (NO HOLIDAYS REFLECTED)**

| SUMMER                                  |     |  | RANDOM DAYS, SHIFTS, TIMES |
|-----------------------------------------|-----|--|----------------------------|
| SUPERVISOR                              | 40  |  |                            |
| ASSNT SUPER                             | 40  |  |                            |
| MALE 1                                  | 40  |  |                            |
| MALE 2                                  | 40  |  |                            |
| MALE 3                                  | 32  |  |                            |
| MALE 4                                  | 40  |  |                            |
| FEMALE 1                                | 32  |  |                            |
| FEMALE 2                                | 24  |  |                            |
| HOLIDAY SCHEDULE NOT ON WEEKLY SCHEDULE |     |  |                            |
| TOTAL HR/WK                             | 288 |  |                            |

ADDITIONAL STAFFING IN THE FORM OF PART TIME STAFF WILL BE HIRED FOR ADDL. SUPPORT.  
 HEI INTENDS TO EMPLOY 10-11 STAFF MEMBERS IN ORDER TO COVER THE DEMANDS OF THE CONTRACT.  
 THERE ARE MORE MALE STAFF PROPOSED DUE TO THE NEED FOR PLANT OPERATIONS AS WELL AS THE CONSTANT  
 NEED FOR OUTSIDE TRASH REMOVAL/HAULING. THIS STAFFING WILL ALLOW US TO COVER PLANT OPER-  
 ATIONS, BATHROOMS AND EXTERIOR SERVICES IN THE MOST EFFECIENT MANNER.

| ADDITIONAL STAFFING FOR HOLIDAY SHIFTS |           |           | 11 AM TO 7 PM |
|----------------------------------------|-----------|-----------|---------------|
| HOLIDAY                                | # OF DAYS | TOTAL HRS |               |
| EASTER                                 | 3 DAYS    | 24        |               |
| MEMORIAL                               | 1 DAY     | 8         |               |
| JULY 4                                 | 3 DAYS    | 24        |               |
| LABOR DAY                              | 1 DAY     | 8         |               |
| THANKSGIVING                           | 1 DAY     | 8         |               |
| TOTAL ADDL. HOLIDAY HRS.               |           | 72        |               |

HARTLEY ENTERPRISES, INC.

SURRY COUNTY REST AREA- I-77

PROPRIETARY INFORMATION

USE OF DISCLOSURE OF THE INFORMATION CONTAINED ON THIS SHEET IS SUBJECT TO THE RESTRICTIONS CONTAINED ON THE OPERATIONAL PLAN COVER SHEET.

OPERATIONAL PLANS

EQUIPMENT ANTICIPATED TO BE USED IN PERFORMANCE OF THE CONTRACT

| EQUIPMENT                                   |    |
|---------------------------------------------|----|
| WET/DRY VAC                                 | 1  |
| VACUUM CLEANER                              | 1  |
| MOPHEAD - 24 OZ                             | 24 |
| HAND TOOL SET: WRENCHES, SCREWDRIVERS,      | 1  |
| PIPE WRENCH, HACK SAW, ETC.                 | 1  |
| STEP LADDER - 8'                            | 1  |
| EXTENSION LADDER - 12'                      | 1  |
| STEP LADDER 12' A FRAME                     | 1  |
| GARDEN TRACTOR (TRASH TUG)                  | 1  |
| TRASH TRAILER                               | 1  |
| BIG WHEEL PULL CART                         | 1  |
| FILING CABINETS                             | 1  |
| BARRICADE DOLLY                             | 1  |
| BACKPACK BLOWER STIHL BR280 TYPE COMMERCIAL | 1  |
| FAX MACHINE/ANSWERING MACHINE               | 1  |
| SPRING RAKE                                 | 2  |
| SHOVEL - SPADE TIP                          | 1  |
| SHOVEL - FLAT TIP                           | 1  |
| POLY SNOW/GRAIN SHOVEL                      | 6  |
| CORN BROOM                                  | 6  |
| PUSH BROOM                                  | 2  |
| MOP HANDLE                                  | 4  |
| LONG HANDLE SCRUB BRUSH                     | 4  |
| SHORT HANDLE SCRUB BRUSH                    | 6  |
| GI FLOOR BRUSH                              | 4  |
| PRESSURE WASHER ELEC 1600 - 1800 PSI        |    |
| MOP BUCKET/WRINGER                          | 2  |
| PRESSURE WASHER GAS 2500 PSI                | 1  |
| TURBO NOZZLE                                | 1  |
| PRESSURE WASHER HARD SURFACE CLEANER        | 1  |
| MISC. SCRUB BRUSH (GROUT, TOILET, ETC)      | 10 |
| PLASTIC PAIL (2 PICNIC TABLE ONLY)          | 6  |
| LOBBY DUST PAN                              | 6  |
| MINI LOBBY BROOM                            | 8  |
| FEATHER DUSTERS W/ EXTENSION HANDLES        | 2  |
| SPRAY BOTTLES/TRIGGERS                      | 16 |
| MAID CART                                   | 2  |
| BOWL BRUSH - JOHNNY MOP                     | 16 |
| LITTER PICKER LONG                          | 2  |
| LITTER PICKER SHORT                         | 1  |
| GARDEN HOSE 50 ft                           | 4  |
| HOSE GUN                                    | 2  |
| PUTTY KNIFES - CHEWING GUM                  | 2  |
| PAINT BRUSHES/ROLLERS AND PANS              | 4  |
| TELEPHONE                                   | 1  |
| DESK/TABLE                                  | 1  |
| CLIPBOARDS                                  | 8  |
| PLASTIC CHAIR                               | 3  |
| TOILET PLUNGER                              | 2  |
| TOILET AUGER (CLOSET)                       | 1  |
| FLOOR SQUEEGEE                              | 2  |
| CAULK GUN                                   | 1  |
| GREASE GUN                                  | 1  |
| GRILL BRUSH                                 | 2  |
| FLASHLIGHTS                                 | 3  |
| FUNNEL SET                                  | 1  |
| MEASURING CUP SET                           | 1  |
| SQUEEGEE 12" WINDOW                         | 1  |
| SQUEEGEE 16" WINDOW                         | 1  |

**SUPPLIES****PROPRIETARY INFORMATION**

**USE OF DISCLOSURE OF THE INFORMATION CONTAINED ON THIS SHEET IS SUBJECT TO THE RESTRICTIONS CONTAINED ON THE OPERATIONAL PLAN COVER SHEET.**

| ITEM                                                   | ANNUAL<br>QUANTITY | PACK    |
|--------------------------------------------------------|--------------------|---------|
| MULTIFOLD PAPER TOWELS 16 PACK/CASE-4,000 P/T PER CASE | 600                | CASE    |
| TOILET PAPER 96 ROLL PER CASE SINGLE FOLD STANDARD     | 168                | CASE    |
| HAND SOAP                                              | 192                | GALLONS |
| GLASS CLEANER 20-1 DILUTION                            | 12                 | GALLONS |
| SHELIA SHINE S/S CLEANER                               | 2                  | GALLONS |
| PERFECT SOLUTION FLOOR CLEANER                         | 72                 | GALLONS |
| CAN LINERS 33 X 40 AND 40 X 48                         | 96                 | CASE    |
| BOWL CLEANER - INCL IN PERF. SOL. DUE TO W/W DISCHARGE |                    |         |
| PUMICE STICKS                                          | 24                 | EACH    |
| FILTERS - HVAC 4 PER CYCLE                             | 48                 | EACH    |
| SANITARY NAPKIN BAGS 500 PER CASE                      | 12                 | CASE    |
| GAS                                                    | 96                 | GALLONS |
| 2 CYCLE OIL                                            | 48                 | BOTTLES |
| EYE PROTECTION                                         | 12                 | EACH    |
| EAR PROTECTION                                         | 12                 | EACH    |
| WORK GLOVES                                            | 10                 | PAIR    |
| LATEX GLOVES                                           | 24                 | PAIR    |
| DISPOSABLE GLOVES 50 PAIR PER BOX - MED AND XL SIZE    | 140                | BOX     |
| FUEL CANS CLASS 1 METAL                                | 2                  | EACH    |
| WALK OFF MATS - INDOOR                                 | 4                  | EACH    |
| WALK OFF MATS - RUBBER                                 | 2                  | EACH    |
| LIGHT BULBS 13W COMPACT FLOURESCENT                    | 24                 | EACH    |
| FLOURESCENT TUBES - 4'                                 | 32                 | EACH    |
| OIL DRY                                                | 10                 | BAGS    |
| KITTY LITTER SCOOPS                                    | 2                  | EACH    |
| DISENFECTIONANT/DEODORANT SPRAY-TIMEMIST DISP 30 DAY   | 60                 | CANS    |
| AIR FRESHENER SPRAY                                    | 36                 | CANS    |
| WALL BLOCKS 6 PER CASE                                 | 4                  | CASES   |
| ICE MELT 50 POUND BAG                                  | 24                 | BAG     |

**HARTLEY ENTERPRISES, INC.****OTHER ITEMS****PROPRIETARY INFORMATION**

**USE OF DISCLOSURE OF THE INFORMATION CONTAINED ON THIS SHEET IS SUBJECT TO THE RESTRICTIONS CONTAINED ON THE OPERATIONAL PLAN COVER SHEET.**

UNIFORMS F/T 11 SETS, 11 PANTS, 11 SHIRTS (LS AND SS) P/T 7 PANT 7 SHIRT  
1 JACKET, 2 CAPS PER EMPLOYEE

|                                                    |          |           |
|----------------------------------------------------|----------|-----------|
| REPAIR PARTS AS LISTED ON PAGE 340-4               | COMPLETE |           |
| FORMS AND COPIES                                   | 2000     | EACH      |
| CLIP ON NAME BADGES                                | 24       | EACH      |
| ORANGE CONES - CAUTION SIGNS                       | 8        | EACH      |
| HYDROGEN PEROXIDE AND MISC FIRST AID ITEMS - REPLE | 1        | AS NEEDED |
| MUTCD SAFETY VESTS                                 | 12       | EACH      |
| DUMPSTERS 8 C/Y CAN PER CONTRACT SPECS.            | 3        | EACH      |
| FLUSH DIAPHRAMS COMMODORE AND URINAL               | 12       | EACH      |
| FLUSH VALVE SLOAN                                  | 8        | EACH      |
| EL 1500 L SENSOR EYE                               | 8        | EACH      |
| EL 1500 SENSOR EYE                                 | 3        | EACH      |
| FAUCET SOLENOID REPAIR KIT                         | 3        | EACH      |
| COMMODORE SEATS - COMMERCIAL                       | 4        | EACH      |
| SPUD WASHERS                                       | 2        | EACH      |
| COMMODORE SEALS - WAX RINGS 4"                     | 8        | EACH      |
| URINAL SEALS 2"                                    | 4        | EACH      |
| TOILET PAPER ROLLER TUBES                          | 24       | EACH      |
| DOOR STOP/COAT HOOK                                | 4        | EACH      |
| SOAP DISPENSER                                     | 4        | EACH      |
| SOAP DISPENSER VALVE                               | 8        | EACH      |
| BALLASTS                                           | 2        | EACH      |
| CAULK                                              | 4        | TUBES     |
| PARTITION DOOR LOCK SURFACE MOUNTED SLIDE          | 4        | EACH      |
| T/P DISPENSER LOCKS                                | 6        | EACH      |
| P/T DISPENSER LOCK                                 | 6        | EACH      |
| SOAP DISPENSER LOCK                                | 6        | EACH      |
| CLEAR SEALANT                                      | 2        | GALLONS   |