

City of Ketchum

October 5, 2020

Mayor Bradshaw and City Councilors City of Ketchum Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Approve Contract No. 20525, Textile Service Agreements with ALSCO Linen and Uniform Rental Services

Recommendation and Summary

Staff is recommending the council approve janitorial supplies service contracts for the Utilities, Streets and Fire Departments with ALSCO and adopt the following motion:

"I move to approve Contract No. 20525 for Textile Rental Service Agreements with ALSCO Linen and Uniform Rental Services for the Utilities, Streets and Fire Departments and authorize the Mayor to sign the contract."

The reasons for the recommendation are as follows:

- The Utilities, Streets and Fire Departments perform maintenance and janitorial activities which require large quantities of washable items.
- ALSCO supplies and services the necessary items relieving the Departments from having to purchase, inventory and maintain them.

<u>Analysis</u>

The coveralls, mats, shop towels, mop heads and other items ALSCO supplies are items that need frequent washing and replacement. The City departments do not have the proper equipment to maintain these items. The service ALSCO provides allows City personnel to focus on their assigned duties.

- ALSCO was chosen to provide the goods and services because they have the lowest pricing of suppliers contacted.
- ALSCO has been providing satisfactory and timely customer service to City departments for several years.

<u>Sustainability</u> Not Applicable

Financial Impact

Total cost of services and supplies from ALSCO is estimated to be approximately \$9,100.00. Funding for these Service Agreements have been provided for in each department's budget.

Attachments:

ALSCO Rental Service Agreement

	DATE:		DATE:	KETCHUM, ID, 83340- 0905
(AUTHORIZED REPRESENTATIVE)	RE) TITLE:	(AUTHORIZED SIGNATURE)	TITLE:	PO Box 966 23/5
	BY:		BY:	Ketchum Eire Departments
SUPPLIER'S ACCEPTANCE:	SUPPLIER'S /			CUSTOMER'S ACCEPTANCE:
 Severabulty. It any provision or this Agreement is determined to be invalid, the remaining terms and conditions hereof shall remain in full force and effect. Enforcement of Agreement. In the event Supplier is required to enforce, defend and/or protect its rights under this Agreement, Customer agrees that in addition to all other amounts which it might be required to pay, it will pay Supplier's costs of enforcing. Enforcement of Agreement. In the event Supplier is required to enforce, defend and/or protect its rights under this Agreement, Customer agrees that in addition to all other amounts which it might be required to pay, it will pay Supplier's costs of enforcing. defending and/or protecting its rights under this Agreement, including reasonable collection fees, attorneys' fees and costs. The parties agree that the only venue for any suit with respect to this Agreement shall be the county in which Supplier's plant is located. 	in full force and effect. Customer agrees that in addition to all other amounties agree that the only venue for any suit with respective agree that the only venue for any suit with respective agree.	terms and conditions hereof shall remain i protect its rights under this Agreement, ' res, attorneys' fees and costs. The parti	11 any provision of this Agreement is determined to be invalid, the remaining terms and conditions hereof shall remain in full force and effect. Agreement. In the event Supplier is required to enforce, defend and/or protect its rights under this Agreement, Customer agrees that a contract the only interfaint of the agreement, including reasonable collection fees, attorneys' fees and costs. The parties agree that the only interfaint and the only interfaint of the agreement of the only interfaint of the only interfaint of the agreement.	 Deverability. It any provision of this Agn IS. Enforcement of Agreement. In the ever defending and/or protecting its rights under this
business or principal assets, Customer shall cause any purchaser of such business or assets to assume	omer sells or transfers its business or principal assets	assigns of the parties. In the event Custo	goods covered by this Agreement. This Agreement shall be binding upon the representatives, successors and assigns of the parties. In the event Customer sells or transfers its nent and the obligations of Customer hereunder.	ces or oct. greem
te this Agreement. The provisions of Section 8 relating to liquidated damages shall not apply to a termination pursuant to this Section, but all other sections shall apply. Customer certifies that Supplier is in no way infringing upon any existing contract with another supplier and that Supplier has made no attempt to induce Customer to wrongfully terminate an existing contract with another	Customer may terminate this Agreement. The provisions of Section 8 relating to liquidated damages shall not apply to a termination pursuant to this Section, but all other sections shall apply. 12. Other Contracts. Customer certifies that Supplier is in no way infringing upon any existing contract between Customer and another supplier and that Supplier has made no attempt to indu	nages shall not apply to a termination pu contract between Customer and another	rrovisions of Section 8 relating to liquidated dan supplier is in no way infringing upon any existing	Customer may terminate this Agreement. The p 12. Other Contracts. Customer certifies that S
11. Undertaking and Quality. Supplier agrees to provide goods and services under this Agreement in accordance with accepted standards in the textile leasing/rental industry. In the event Customer believes that there are deficiencies in the quality of the service and/or goods furnished by Supplier hereunder, Customer shall give written notice to Supplier by certified mail, specifying the precise nature of such deficiencies, and Supplier shall have 60 days after its receipt of such written notice to correct such claimed deficiencies. In the event Customer is, in good faith, not satisfied with Supplier's correction of the claimed deficiencies. Customer shall give written notice to supplier by certified mail, return receipt requested, specifying the precise nature of the claimed deficiencies. Failure to give such notice of inadequate correction shall create a conclusive presumption that Supplier has corrected the deficiencies. If Supplier fails to correct the deficiencies within 30 days after its receipt of the second notice provided herein,	dards in the textile leasing/rental industry. In the even nature of such deficiencies, and Supplier shall have 6 give written notice to Supplier by certified mail, retu- rficiencies. If Supplier fails to correct the deficiencie	ment in accordance with accepted stand y certified mail, specifying the precise n re claimed deficiencies, Customer shall ption that Supplier has corrected the def	es to provide goods and services under this Agree Customer shall give written notice to Supplier b faith, not satisfied with Supplier's correction of t quate correction shall create a conclusive presum	 Undertaking and Quality. Supplier agree and/or goods furnished by Supplier hereunder, (deficiencies. In the event Customer is, in good) correction. Failure to give such notice of inadec
provided under this Agreement. So long as Customer's new location is within Supplier's route delivery delivery area, this Agreement shall be deemed terminated and the provisions of Section 9 dealing		rior to any change in the location to whii 1. In the event Customer's new location i es shall not apply.	Customer shall give Supplier 30 days written notice prior to any change in the location to which goods and services are orce and effect despite a change in Customer's location. In the event Customer's new location is outside Supplier's route provisions of Section 8 relating to liquidated damages shall not apply.	10. Change of Customer's Location. Customer shall give Supplier 30 days written notice prior to any change in the location to which goods and services are area, this Agreement shall remain in full force and effect despite a change in Customer's location. In the event Customer's new location is outside Supplier's route with purchase of goods shall apply, but the provisions of Section 8 relating to liquidated damages shall not apply.
Upon termination of this Agreement, with or without cause, Customer agrees to return to Supplier all goods supplied pursuant to this Agreement. Customer agrees to pay Supplier's Replacement Charge for any goods not and normal wear and tear. The price to be paid upon such purchase of goods shall be in addition to any liquidated damages Customer may be required to pay pursuant to Section 8.	9. Payment of Goods Upon Termination. Upon termination of this Agreement, with or without cause, Customer agrees to return to Supplier all goods supplied pursuant to this Agreement. Customer agrees to pay Supplier's R returned or goods returned in a condition beyond normal wear and tear. The price to be paid upon such purchase of goods shall be in addition to any liquidated damages Customer may be required to pay pursuant to Section 8	out cause, Customer agrees to return to on such purchase of goods shall be in ac	Upon termination of this Agreement, with or with nd normal wear and tear. The price to be paid up	9. Payment of Goods Upon Termination. I returned or goods returned in a condition beyon
8. Liquidated Damages. Customer acknowledges that since Supplier owns the goods covered hereby and that such goods may be unique to Customer's requirements and that the value of such goods is depreciating with time, the damages which Supplier may sustain as a result of Customer's breach or premature termination of this Agreement would be difficult, if not impossible, to determine. The parties therefore agree that in the event of Customer's failure to timely pay the fees and charges provided for herein, or in the event of any other breach or premature termination of this Agreement by Customer shall pay to Supplier as liquidated damages, and not as a penalty, a sum equal to the number of unexpired weeks remaining in the term then in effect multiplied by fify percent (50%) of the average weekly charge for goods and services during the 10 weeks immediately preceding such failure to pay, breach or premature termination. The parties that this formula is reasonable.	8. Liquidated Damages. Customer acknowledges that since Supplier owns the goods covered hereby and that such goods may be unique to Customer's requirements and that the value of such goods is depreciating with sustain as a result of Customer's breach or premature termination of this Agreement would be difficult, if not impossible, to determine. The parties therefore agree that in the event of Customer's failure to timely pay the fe event of any other breach or premature termination of this Agreement would be difficult, if not impossible, to determine. The parties therefore agree that in the event of Customer's failure to timely pay the fe event of any other breach or premature termination of this Agreement by Customer shall pay to Supplier as liquidated damages, and not as a penalty, a sum equal to the number of unexpired weeks remaining in 1 percent (50%) of the average weekly charge for goods and services during the 10 weeks immediately preceding such failure to pay, breach or premature termination. The parties farther agree that this formula is reasonable.	nereby and that such goods may be unique to the state of the second state of the secon	dges that since Supplier owns the goods covered 1 ture termination of this Agreement would be diffi on of this Agreement by Customer, Customer sha poods and services during the 10 weeks immediat	8. Liquidated Damages. Customer acknowledges that since Supplier owns the goods covered hereby and that such goods may be unique to Customer's requires sustain as a result of Customer's breach or premature termination of this Agreement would be difficult, if not impossible, to determine. The parties therefore agree event of any other breach or premature termination of this Agreement by Customer shall pay to Supplier as liquidated damages, and not as a penalty, a s penalty, a s percent (50%) of the average weekly charge for goods and services during the 10 weeks immediately preceding such failure to pay, breach or premature termination
7. Title to Goods and Replacing Lost or Damaged Goods. It is understood by the parties that all goods supplied under this Agreement are, and shall remain, the property of Supplier, and shall be returned to Supplier at such time as an employee of Customer using said goods terminates employment with Customer or at such time as this Agreement might expire or otherwise be terminated. Customer shall be responsible for all goods which are lost, destroyed, stolen or not returned as required herein, and with respect to such lost, destroyed, stolen or non-returned goods, Customer shall promptly pay to Supplier the Replacement Charge (as specified in Schedule A or amended Schedules) of such goods, including applicable sales and use taxes. Supplier has the right to enter upon Customer's premises to remove or take inventory of its goods at any time during Customer's regular business hours.	it are, and shall remain, the property of Supplier, and si r shall be responsible for all goods which are lost, de dule A or amended Schedules) of such goods, includi	at all goods supplied under this Agreement re or otherwise be terminated. Customer placement Charge (as specified in Sched lar business hours.	ged Goods. It is understood by the parties the ner or at such time as this Agreement might expi- lustomer shall promptly pay to Supplier the Rej y of its goods at any time during Customer's regu	7. Title to Goods and Replacing Lost or Damaged Goods. It is understood by the parties that all goods supplied said goods terminates employment with Customer or at such time as this Agreement might expire or otherwise be t lost, destroyed, stolen or non-returned goods, Customer shall promptly pay to Supplier the Replacement Charge (Customer's premises to remove or take inventory of its goods at any time during Customer's regular business hours.
6. Representation and Indemnity. Customer acknowledges that goods supplied pursuant to this Agreement are designed only for general purpose use in working with non-hazardous materials, and that the goods are not flame retardant or treated to resist acids or other caustic or hazardous materials. Customer represents that the goods shall not be used in areas of flammability risk or where contact with caustic or otherwise hazardous materials. Customer represents that the goods shall not be used in areas of flammability risk or where contact with caustic or otherwise hazardous materials or ignition sources is possible. Customer expressly agrees to indemnify and hold Supplier harmless from any claim, liability or judgment, including court costs and attorney's fees, arising from or relating to the use of any goods supplied hereunder in violation of the foregoing representation.	6. Representation and Indemnity. Customer acknowledges that goods supplied pursuant to this Agreement are designed only for general purpose use in working with non-hazardous materials, and that the goods are other caustic or hazardous materials. Customer represents that the goods shall not be used in areas of flammability risk or where contact with caustic or otherwise hazardous materials or ignition sources is possible. (hold Supplier harmless from any claim, liability or judgment, including court costs and attorney's fees, arising from or relating to the use of any goods supplied hereunder in violation of the foregoing representation.	is Agreement are designed only for gene eas of flammability risk or where contac /s fees, arising from or relating to the us	acknowledges that goods supplied pursuant to th represents that the goods shall not be used in an y or judgment, including court costs and attorney	 Representation and Indemnity. Customer - other caustic or hazardous materials. Customer hold Supplier harmless from any claim, liability
5. Payment and Credit. All charges shall be payable upon delivery, unless Customer applies for and Supplier provides a credit account. A Customer who has a credit account shall pay all charges for merchandise by the 10th day of the month following the month in which delivery is made (the due date). A FINANCE CHARGE of 112% per month or 18% per year will be imposed on all outstanding credit account balances 30 days or more past due until paid in full. If full payment on a credit account balance is not made within 30 days of the due date, Supplier may elect to revoke credit privileges and continue to supply merchandise under this Agreement on a cash-on-delivery basis only.	 A Customer who has a credit account shall pay all c credit account balances 30 days or more past due un nt on a cash-on-delivery basis only. 	r and Supplier provides a credit account. year will be imposed on all outstanding of upply merchandise under this Agreement	ayable upon delivery, unless Customer applies for ANCE CHARGE of 114% per month or 18% per ; ect to revoke credit privileges and continue to s	5. Payment and Credit. All charges shall be payable upon delivery, unless Customer applies for and Supplier provides a credit account. A Customer who has a credit account balances 30 days o in which delivery is made (the due date). A FINANCE CHARGE of 1½% per month or 18% per year will be imposed on all outstanding credit account balances 30 days o within 30 days of the due date, Supplier may elect to revoke credit privileges and continue to supply merchandise under this Agreement on a cash-on-delivery basis only
4. Price Adjustments. On the first anniversary date and annually thereafter, Customer agrees that Supplier may increase prices by the greater of 5% or the percentage change in the Consumer Price Index ("CPI") for the preceding twelve months. Supplier shall notify Customer of the new prices in the form of an adjusted invoice or statement. In addition to the foregoing, if Supplier increases prices more frequently than annually or by more than 5% or the CPI as provided above ("Additional Price Increases"), Supplier shall notify Customer of the Additional Price Increase as provided above. Customer shall have the right to reject any Additional Price Increase by giving written notice to Supplier within ten (10) days of the Additional Price Increase. In such event, Supplier shall have the option of terminating this Agreement and Customer shall be obligated to comply with Section 9.	greater of 5% or the percentage change in the Consun ces more frequently than annually or by more than 59 e Increase by giving written notice to Supplier within	at Supplier may increase prices by the g the foregoing, if Supplier increases pric the right to reject any Additional Price vith Section 9.	 date and annually thereafter, Customer agrees the of an adjusted invoice or statement. In addition to icrease as provided above. Customer shall have nent and Customer shall be obligated to comply ventile and the statement of the st	4. Price Adjustments. On the first anniversary date and annually thereafter, Customer agrees that Supplier munotify Customer of the new prices in the form of an adjusted invoice or statement. In addition to the foregoing shall notify Customer of the Additional Price Increase as provided above. Customer shall have the right to r shall have the option of terminating this Agreement and Customer shall be obligated to comply with Section 9.
In consideration for the services and goods provided hereunder, Customer agrees to pay the charges set forth on Schedule A attached hereto and other charges which may become applicable. The description of the charges shown on Schedule A and that may be applicable is located on the reverse side of this Agreement and any updates to that list at www.Alsco.com. All charges are based on 52 weeks per year whether or not service is actually used. The Service Charge will be used to help ious fluctuating costs relating to the environment, energy, service and delivery. Revenue from all charges on our invoices is used to offset costs and to provide general revenue to Alsco.	A attached hereto and other charges which may become applica All charges are based on 52 weeks per year whether or not serv is used to offset costs and to provide general revenue to Alsco	pay the charges set forth on Schedule A tes to that list at www.Alsco.com. A venue from all charges on our invoices i	id goods provided hereunder, Customer agrees to the reverse side of this Agreement and any upda he environment, energy, service and delivery. Re	3. Charges. In consideration for the services and goods provided hereunder, Customer agrees to pay the charges set forth on Schedule A attached hereto and othe other charges that may be applicable is located on the reverse side of this Agreement and any updates to that list at www.Alsco.com. All charges are based on 57 Alsco pay various fluctuating costs relating to the environment, energy, service and delivery. Revenue from all charges on our invoices is used to offset costs and Alsco pay various fluctuating costs relating to the environment, energy, service and delivery. Revenue from all charges on our invoices is used to offset costs and
The parties hereby agree as follows: 1. Scope of Agreement. During the term of this Agreement, Alsco (hereinafter called "Supplier") shall be the exclusive supplier to Customer of the services and goods listed on Schedule A attached hereto, as such Schedule A may be amended from time to time. All goods supplied hereunder shall be regularly cleaned and maintained by the Supplier. Any goods that require replacement during the term of this Agreement because of normal wear and tear shall be replaced by Supplier at Supplier's sole cost and expense. 2. Term. This Agreement shall remain in full force and effect for a period of months, commencing on the date of installation of the goods, and shall be automatically renewed for consecutive of month periods thereafter unless either party shall give to the other party written notice of termination by registered mail at least 90 days prior to the expiration of the term then in effect.	tomer of the services and goods listed on Schedule A a m of this Agreement because of normal wear and tear goods, and shall be automatically renewed for consec	 shall be the exclusive supplier to Cust that require replacement during the tern noing on the date of installation of the go term then in effect. 	s follows: During the term of this Agreement, Alsco (hereinafter called "Supplier") shall be the exclusive supplier to Customer of the services and shall be regularly cleaned and maintained by the Supplier. Any goods that require replacement during the term of this Agreement beca t shall remain in full force and effect for a period of remonths, commencing on the date of installation of the goods, and shall be autom nination by registered mail at least 90 days prior to the expiration of the term then in effect.	The parties hereby agree as follows: 1. Scope of Agreement. During the term of this Agreement, Alsco (hereinafter called "Supplier") shall be the exclu goods supplied hereunder shall be regularly cleaned and maintained by the Supplier. Any goods that require replace 2. Term. This Agreement shall remain in full force and effect for a period of of months, commencing on the date of party written notice of termination by registered mail at least 90 days prior to the expiration of the term then in effect.
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5292 5192 Location No. 005109	20525	ontract#	\mathcal{O}	Linen and Uniform Rental Services

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GLOSSARY OF ALSCO CHARGES

Location No. 005109

Note: Revenue from all charges is used to offset costs and provide general revenue to Alsco.

Types of Service

Flat Rate Service: Some customers have agreed to be billed at the same amount each week

Unit Price with Minimum Usage Service: Some customers have agreed to use a certain minimum percentage of the inventory designated for their use. When the quantity actually used by the customer for an item falls below the Agreed Minimum, the customer is charged the unit price multiplied by the minimum agreed-upon quantity. This charge will be shown as "Inventory Minimum Charge" on your invoice.

Special Charges

A/R Account Maintenance (A/R Acct Maint): This charge may be applied to carry credit for non-COD customers

C.O.D. Re-Charge: Rather than stopping service, this charge is made when COD payments are not made and our invoices must be re-submitted and collected at the time of the following delivery.

Early Retirement: The early retirement charge applies to garments that are removed from service early in their useful life.

Emblem Charge: This is a one-time charge to place an emblem or emblems on a new or replacement garment

Excess Trash: This fee is charged for separating and disposing of trash from rental items when an unusual amount of trash has been placed into the laundry bag.

Finance Charge: The finance charge reflects interest charged on past due accounts.

Freight: Freight is charged for delivering direct sale items directly from a manufacturer, by common carrier, or outside of our regular route delivery system.

Inventory Maintenance (Inventory Maint): This automatic recurring charge is to replenish lost or damaged textiles to maintain the level of inventory required by the customer. The inventory maintenance Garment Inventory Maintenance: This is an optional program that offers a weekly charge in lieu of being billed for abused or damaged items. This is for garments only. This does not include lost garments charge is established with the customer, based upon experience, and depending upon the type of textile product provided and its particular application. Inventories of napkins, aprons, shop towels, and bar

Inventory Minimum (Inventory Min): If the customer has agreed to use a minimum percentage of the inventory designated for the customer, this is the charge if the usage falls below the agreed upon minimum. (See "Unit Price with Minimum Usage.")

Invoice Copy: There is no charge for the first invoice. This is for faxing or mailing additional copies of invoices, at the customer's request

towels typically need automatic replenishment.

Loss/Abuse/Damage (Loss/Abuse/Dam): This charge is to replace rental items that have been lost, misused or damaged beyond repair by users as identified by our route service representatives or check-in procedures at our plant. In order to discourage misuse, the charge is the Replacement Charge shown on your contract or the full retail price.

NSF/Bounced Check (NSF Check): The NSF/bounced check charge is for checks that have been returned to us for non-sufficient funds.

Preparation Charge (Preparation Chg): This is a charge for preparing a garment for use, identifying it to a person, completing alterations and adding it to account database Oversize Garment Charge (Oversize Gar Chg): The oversize garment charge reflects the additional cost of providing garments that are outside the normal range of sizes, for example: XXX Large, etc.

Press Charge: The press charge is for atypical requests to press garments

Repair Charge: After quality control, a repair charge may be made for minor repairs on items that that have been exposed to conditions outside of normal use or abusive conditions, or by the customer's request to maintain appearance standards and avoid early replacement.

Replacement Charge (Replace Chg): This is the agreed upon unit price charge (less depreciation) which the customer must pay to purchase the inventory designated for the customer's use if the customer discontinues service before the end of the contract

Restocking Fee: The restocking fee is charged to retrieve items from the customer and place them back into our storeroom.

Re-Stringing Charge (Re-String Chg): This fee is for replacing and re-threading laundry bag cords that have been cut or made unusable through improper tying by the customer.

Special Delivery: This charge is for specially delivered items, delivered outside the regularly scheduled route delivery stop

Service Charge The service charge is used to help pay various fluctuating costs related to the environment, energy, service and delivery of our goods and service.

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City, State, Zip: KETCHUM, ID, 83340-2315	HUM, ID, 83340-2315		City, State, Zip: KETCHUM, ID, 83340-2	TCHUM, ID,	83340-2315	a anna a' fa a a shana a shann a ta t	Special Billing:	ling:	independent of the second s	
Phone: 208-726-7825	Fax:		Phone: 208-726-3841	1	Fax:	aaaanaa ah ku saariin ah kuran in qaalaa ah a	Special Items:	ms:		
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0040 29100LG		LG Wet Mop, Large		2	1	1 EPUMINDQ	EOWA	3.5600	29.82	
0041 9630	HANDLI Z	Wet Mop Frame		1	0	0 EPUMINDQ	EOWA		23.04	
0060 2005-WN		3X4 Mat, Walnut	11	16	8	8 EPUMINDQ	EOWA	6.9150	62.49	
0062 2020-WN		4X6 Mat, Walnut		8	4	4 EPUMINDQ	EOWA	9.0550	103.14	
8900 D000040WH-W		Alsco Mask, Reusable, White	usable, White	0	0	0 SOILCOUNT	EOWA			
8910 D55740267		Hand Sanitizer, Gel, 500ML	Gel, 500ML	0	0	0 SOILCOUNT	EOWA	11.9900		
8920 DL1880001		Hand Sanitizer, Foam, 7oz	Foam, 7oz	0	0	0 SOILCOUNT	EOWA	4.9900		
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rer Ranch ETCHUM, ID, 83340 778 Fax: le: Pat Cooley Time Close: Time Close: Time Close: OI390 Vearer Code Name Size Name Size HANDLFZ HANDLFZ HANDLFZ HANDLFZ HANDLFZ Frice/Each		Bill To: City of Ketchum, Idaho	ne di kan ka meneran basa beraka di sena dari mananan berahan pertember kan ya mana kemeran kan s	rana rana da kana da ka	n danangkata yang kanangkata kata da kanangka gangkata kanan	
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VH-W 17 11 IGES Price/Each			0 EPUMINDQ	EOWA		35.24
77 71 01 .GES Price/Each	3X4 Mat, Walnut	4	2 EPUMINDO	EOWA	6.9150	62.49
77 11 GES Price/Each	4X6 Mat, Walnut	4	2 EPUMINDQ	EOWA	9.0550	103.14
I GES Price/Each	Alsco Mask, Reusable, White	0	0 SOILCOUNT	EOWA		
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