



MASTER AGREEMENT #090925
CATEGORY: Medical Supply Solutions
SUPPLIER: School Nurse Supply Inc.

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, Staples, MN 56479 (Sourcewell) and School Nurse Supply Inc., 1745 Wallace Ave., St. Charles, IL 60174 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1:
General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on January 5, 2030, unless it is cancelled or extended as defined in this Agreement.
 - a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
 - b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (Solicitation #090925) to Participating Entities. In-scope solutions include:

Medical Supply Solutions, encompassing the provision, delivery, and support for medical, surgical, school health, pharmaceutical, emergency preparedness, and related health products and services.

The primary focus of this solicitation is on Medical Supply Solutions, a broad, catalog-style offering of the solutions in subsection 7) a) - g) below. This solicitation should NOT be construed to include “services-only” or “PPE-only” solutions. Proposers shall be able to supply products and services, including, but not limited to:

 - a) Single-use and disposable medical supplies and consumables;
 - b) School and athletic health supplies;
 - c) Medical-grade equipment, diagnostic and treatment devices, and adaptive therapy-related tools;
 - d) Pharmaceuticals and controlled substances;
 - e) Emergency disaster response supplies and kits;
 - f) Technology, hardware, and software designed for the delivery of services described in Section 7) a) - e) above; and,
 - g) Training, consultation, maintenance, kitting and custom packaging solutions, medical waste disposal, and other services related to the offering of solutions in Sections 7) a) – f) above.
- 8) **Included Solutions.** Supplier’s Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier’s Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier’s Proposal is incorporated into this Master Agreement.

- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcwell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.
- 13) **Supplier Representations:**
- i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
 - ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.
 - iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.
- 14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the term of this Agreement.
- 15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time during the term of this Agreement.
- 16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

- ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.
- x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.
- xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.
- xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
- xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.
- xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.
- xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.
- xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.
- xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related

to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2: Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
 - Identify the applicable Sourcewell Agreement number;
 - Clearly specify the requested change;
 - Provide sufficient detail to justify the requested change;
 - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
 - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:

- Maintenance and management of this Agreement;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.
- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.

- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.
- 18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.
- 19) **Grant of License.**
- a) **During the term of this Agreement:**
 - i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.
 - ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.
 - b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.
 - c) **Use; Quality Control.**
 - i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
 - ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

- d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.
- 20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.
- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
 - \$1,500,000 each occurrence Bodily Injury and Property Damage
 - \$1,500,000 Personal and Advertising Injury
 - \$2,000,000 aggregate for products liability-completed operations
 - \$2,000,000 general aggregate
 - b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
 - c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising

out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

- d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.
- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

- 23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.
- 24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3: Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such

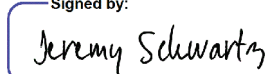
terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.


- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.
- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

090925-SNS

Sourcewell

School Nurse Supply Inc.

Signed by:

C0FD2A139D06489...
By: _____
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 1/6/2026 | 6:02 AM CST

Signed by:

5F3258BDCAA04BD...
By: _____
Jeff Giesel
Title: Bid Manager
Date: 1/5/2026 | 9:27 AM CST

RFP 090925 - Medical Supply Solutions

Vendor Details

Company Name: SCHOOL NURSE SUPPLY, INC.
Does your company conduct business under any other name? If yes, please state: NO
Address: 1745 WALLACE AVE
ST. CHARLES, IL 60174
Contact: JEFF GIESEL
Email: jgiesel@schoolnursesupply.com
Phone: 800-485-2737
Fax: 800-485-2737
HST#: 364115350

Submission Details

Created On: Tuesday July 22, 2025 08:23:04
Submitted On: Wednesday September 03, 2025 10:41:36
Submitted By: JEFF GIESEL
Email: jgiesel@schoolnursesupply.com
Transaction #: 61d99731-c479-4092-abd2-99848534183b
Submitter's IP Address: 147.243.245.207

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
1	Provide the legal name of the Proposer authorized to submit this Proposal.	School Nurse Supply, Inc.	*
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y	*
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	N/A, we do not have any subsidiaries and do not do business under any other name.	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	Cage Code: 1DYU2 Unique Entity Identifier: QJGCFRG4P9S9	*
5	Provide your NAICS code applicable to Solutions proposed.	423450	*
6	Proposer Physical Address:	1745 Wallace Ave. St. Charles, IL 60174	*
7	Proposer website address (or addresses):	https://schoolnursesupplyinc.com/	*
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	Jeff Giesel Bid Manager 1745 Wallace Ave. St. Charles, IL 60174 jgiesel@schoolnursesupply.com 800-485-2737	*
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jeff Giesel Bid Manager 1745 Wallace Ave. St. Charles, IL 60174 jgiesel@schoolnursesupply.com 800-485-2737	*
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Jake Luedke Territory Sales Manager 1745 Wallace Ave. St. Charles, IL 60174 jluedke@schoolnursesupply.com 630-259-2737	*

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *	
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11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	<p>School Nurse Supply, Inc. has been in business since November 1997. We are a family owned company still owned by the founder, Criag Bradner. We currently serve to school districts, Head Starts, and educational facilities in all 50 states. We offer a complete 275 page catalog and online website for information on products and ordering. Our catalog includes a wide variety of first aid/medical supplies and equipment. School Nurse Supply also has a full line customer service staff available to you during business hours (7:00 a.m. – 5:00 p.m. Monday through Friday). Our office and warehouse are in St. Charles, IL. It is our desire to become your first choice when ordering supplies due to our combination of high quality products, personalized customer service, and competitive pricing.</p> <p>As we continue through 2025, we are more committed than ever to being accountable to you in every aspect of our service. Our goal is to provide high-quality products and a dependable experience you can trust, from competitive pricing to seamless service. We understand your job as a school nurse is demanding, and we want to empower you to focus on what's most important—caring for your students. Here's how we're enhancing our commitment to accountability in 2025:</p> <p>TRANSPARENCY IN PRICING We know budget consistency is essential to your planning. That's why we pledge to keep our prices competitive and honor any competitor's advertised price on identical items. Our Price Guarantee means you'll always receive fair, market-driven prices.</p> <p>DEPENDABLE PRODUCT QUALITY Every item in our catalog is carefully selected from reliable brands, ensuring it meets the high standards you need. If you're ever unsatisfied with a product, we'll address it immediately—your satisfaction is our priority.</p> <p>RESPONSIVE, PERSONALIZED CUSTOMER SERVICE Our team provides solutions on the spot, eliminating lengthy phone waits and transfers. Every time you contact us, a live person will assist you efficiently.</p> <p>RELIABILITY IN ORDER FULFILLMENT Our supply chain strategy keeps 95% of catalog items in stock, so your orders ship complete and without delay. Invoices are issued only when shipments are complete, simplifying your paperwork and ensuring a smooth purchasing process.</p> <p>ACCOUNTABILITY IN EVERY INTERACTION Our commitment doesn't end at delivery. If something doesn't meet your expectations, we're only a call away to make it right. We are proud to support your vital role in student health as we go into our 28th year. Thank you for the continued trust you place in us.</p>	*
12	What are your company's expectations in the event of an award?	<p>Our expectation is continue our growth with school districts throughout the nation by leading into conversations and exposure with the Sourcewell Medical Supply Solutions contract.</p> <p>Going back to 2010 our company sales have risen throughout the years until now by over 300%. Our customer base is continuously expanding and by being awarded a Sourcewell contract we can continue to grow even more by connecting with larger school districts who are Sourcewell members and utilize the contract.</p>	*
13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	Please see attached Financial Strength and Stability Data	*
14	<p>Tell us your US market share for your proposed solutions.</p> <p>OR, provide the number of US Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of states where you have made sales.</p>	School Nurse Supply, Inc. has been selling first aid/medical supplies and equipment to thousands of schools/school districts in the K-12 educational sector for the past 27 years. We serve in all 50 states, Puerto Rico, Virgin Islands, and US military schools located abroad. We don't have exact data on our customer retention rate, but our business has grown every year since we have started.	*
15	<p>Tell us your Canadian market share for your proposed solutions.</p> <p>OR, provide the number of Canadian Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of provinces where you have made sales.</p>	Currently we do not sell or ship to customers in Canada.	*
16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	School Nurse Supply has never had an bankruptcy proceedings.	*

17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	School Nurse Supply is a distributor of first aid/medical supplies and equipment. We have almost 4000 items and carry the top brands in the industry. A. See the attached examples of authorized distributor letters from Lifesecure, Zoll, Maico, and Welch Allyn (Baxter, Hillrom) under additional documents.	*
18	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	School Nurse Supply is licenced to do business nation wide and files taxes in all states where we are required to do so. Please see the attached list of licenses and certifications under additional documents.	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcwell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	School Nurse Supply does not have any current or past debarment or suspensions.	*
20	Describe any relevant industry awards or recognition that your company has received in the past five years.	Maico Diagnostics, Highest Growth and record Sales (2021)	*
21	What percentage of your sales are to the governmental sector in the past three years?	2022 - 1% 2023 - 1% 2024 - 1%	*
22	What percentage of your sales are to the education sector in the past three years?	2022 - 99% 2023 - 99% 2024 - 99%	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	Buyboard: 2022 - \$1.5M, 2023 - \$1.5M, 2024 - \$1.5M ESCNJ: 2022 - \$252K, 2023 - \$282K, 2024 - \$283K TIPS: 2022 - \$595K, 2023 - \$150K, 2024 - \$600K	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	We do not hold any GSA contract or SOSA. If a government customer were to contact us or vise versa, we would lead them to utilize Sourcwell to make a purchase.	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Alvin ISD	Katrina Weber – School Nurse Lead kweber@alvinisd.net	346-347-4101	*
Educational Services Commission of New Jersey	Martha Ulman – Nursing Secretary mulman@escnj.us	732-777-9848 Ext. 3450	*
Hays CISD	Amy Gotchey - Student Health Services amy.gotchey@hayscisd.net	512-268-2141 X45027	*
Arkansas Early Learning Head Start	Melissa Orrell – Health Manager hsm2@arearlylearning.org	479-319-6333	
San Antonio ISD	Monica Vasquez – Student Health Services Dept. Clerk MVASQUEZ7@saisd.net	210-554-2435	

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. **Your response should address in detail at least the following areas:** locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
26	Sales force.	<p>School Nurse Supply has a team of 5 sales/territory managers that cover different areas throughout the USA. We also have a full line customer service and sales staff in house that are knowledgeable and trained in answering any questions. Our sales managers travel to K-12 school district and early childhood centers/headstarts on a monthly basis in the territories they are assigned to. They also are in house at our main office location in St. Charles, IL where they make sales calls on a daily basis. They not only meet and speak with nurses and specialists in the field, but with procurement officers to discuss how our national contracts can help them purchase the medical/first aid supplies and equipment that we offer. Our sales team will be able to lead with the Sourcewell contract to build new relationships and get new potential business. On top of going out in the field and making sales calls, our team also attends over 100 conferences and trade shows annually to showcase our products and also build new relationships.</p> <p>Sales Force:</p> <p>National Sales Manager</p> <p>Vanessa Ramsey -</p> <p>Vanessa Ramsey started her journey with School Nurse Supply in early 2003. Since then, she has become an industry expert and a passionate advocate for School Nurses. Vanessa is our National Sales Manager and plays a pivotal role in coordinating conferences, managing office personnel, and overseeing key accounts nationwide.</p> <p>Connect with Vanessa at vramsey@schoolnursesupply.com or 847-230-8343</p> <p>Territory Sales Manager</p> <p>Joe Caruso -</p> <p>Joe Caruso joined the School Nurse Supply® team in February 2019, bringing with him over 11 years of sales experience in both public and private school sectors. As our dedicated representative for Texas, Joe is not only well-versed in the unique needs of School Nurses but is also extensively trained in AEDs and Emergency Response equipment. With his deep expertise, Joe is always ready to assist school nurses in overcoming any challenges they may face, ensuring they have the tools and support needed to keep students safe.</p> <p>Connect with Joe at jcaruso@schoolnursesupply.com or 630-991-3185.</p> <p>Territory Sales Manager</p> <p>Craig D. Hunter -</p> <p>Craig D. Hunter has been a vital part of School Nurse Supply since 2007. With a deep understanding of the unique needs of a School Nurse, Craig attends state conferences to connect directly with you, offering personalized solutions and competitive pricing. Whether you're looking for the latest products or simply need expert advice, Craig is here to ensure you have the resources you need to succeed. Craig is dedicated to building long-term trusting relationships and ensuring 100% customer satisfaction.</p> <p>Connect with Craig at chunter@schoolnursesupply.com or 847-230-8357.</p> <p>Territory Sales Manager</p> <p>Jake Luedke -</p> <p>Jake Luedke joined School Nurse Supply in September 2024, bringing extensive sales and relationship-building experience. Serving California and Pennsylvania, Jake partners with school nurses and administrators to provide resources, manage bulk orders, recommend products, and deliver tailored solutions. He looks forward to building new relationships and strengthening existing ones at conferences and meetings from coast to coast.</p> <p>Connect with Jake at jluedke@schoolnursesupply.com or 630-259-5053.</p> <p>Territory Sales Manager</p> <p>Ally Castoro -</p> <p>Ally Castoro joined School Nurse Supply in 2025. As the Territory Sales Manager for North Carolina, Georgia and Florida, Ally is dedicated to helping school nurses and administrators access the tools they need for success. Whether assisting with large-scale orders, recommending products, or providing tailored solutions, Ally takes pride in delivering exceptional service.</p> <p>Connect with Ally at acastoro@schoolnursesupply.com or 630-320-2059.</p>

		<p>Bid Manager</p> <p>Jeff Giesel -</p> <p>Jeff Giesel , our expert Bid Manager, brings 20 years of experience to School Nurse Supply. He excels at completing RFPs and competitive quotes, consistently delivering tailored solutions that fit your budget. With his deep product knowledge and keen eye for industry trends, Jeff is an invaluable resource, particularly when it comes to sourcing hard-to-find or special-requested products. Whether you're seeking the best pricing or a unique item, Jeff is the go-to professional who ensures you get exactly what you need.</p> <p>Connect with Jeff at jgiesel@schoolnursesupply.com or 847-230-8345</p> <p>Marketing Manager</p> <p>Deana Anglada -</p> <p>Deana Anglada, our Marketing Manager, brings over 35 years of experience in the School Nurse industry. She oversees the creation of our annual catalog, ensuring it meets customer needs, and manages vendor relationships to offer top-quality products at the best prices. Deana also attends trade shows to stay ahead of industry trends, discover new products, and strengthen customer connections. For catalog suggestions, Deana is your trusted resource.</p> <p>Connect with Deana at danglada@schoolnursesupply.com or 847-230-8354</p>	
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	<p>Our product offering of over 3500 SKU's comes from hundreds of manufacturers in many different products categories and sub categories such as first aid, emergency response, paper & disposables, vision & hearing, OTC medications, feminine hygiene, early childhood, vital statistics, furniture, etc. Here is a list below of some of our top manufacturers in the above catagories:</p> <p>First Aid - Dynarex, Johnson & Johnson Emergency Response - Zoll Medical, North American Rescue, Lifesecure Paper & Disposables - Kimberly Clark, Hospeco Vision & Hearing - Maico, Titmus, Stereo Optical, Ambco, Precision Vision, Plusoptix OTC Medications - Medique, Perrigo Direct Feminine Hygiene - Kimberly Clark, Hospeco Early Childhood - Kimberly Clark, Professional Medical, Inc. Vital Stats - Baxter (Holl-Rom, Welch Allyn), American Diagnostics Corp, 3M, Seca Furniture - WMC, Inc., Harloff</p>	*
28	Service force.	<p>School Nurse Supply has a full line customer service staff available Monday through Friday from 7 am to 5 pm. We beleive we have the best cusotmer service in the industry. Anytime you call us, you will always be greeted by a live person. We don't use answering robots to prompt customers in different directions. The person whom you speak with will either be able to assist or get you the correct person to help.</p> <p>We also have AED and Vision and Hearing experts whom offer free training on any of our equipment via zoom, skype, teams, ect.</p> <p>Other services we offer are calibration for audiometers.</p>	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	<p>School Nurse Supply is resposible to the enrtly of all orders that are received. we have an 8 person staff who is responsible for order entry. On average we enter about 3500 orders per month.</p> <p>Orders can be placed in a few different ways. The most common way we receive PO's is by purchase order. Purchase orders can be emailed to customerservice@schoolnursesupply.com, faxed to 800-485-2738, or mailed to our company address. Orders can also be placed over the phone with our customer service team by calling 800-485-2737. If calling to place an order, please first contact our bids department at bids@schoolnursesupply.com to get a quote so the proper discounts and contract number can be applied to the items on the order. The quote can then be used to place the order with one of our customer service reps that answer the phone.</p> <p>We also have punchout capabilities that can be set up or we can customize an account on our website to show the discounted pricing. Orders then can be placed online if desired. Please contact our bids department for more information on those two options.</p>	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	<p>School Nurse Supply has a full line customer service staff available Monday through Friday from 7 am to 5 pm. Our team of 12 customer service representatives are ready to assist customers with anything needed from placing orders, answering product questions, providing order status, taking a payment, taking a quote request, helping with any order problems, and anything else imaginable.</p> <p>Ways to connect with us:</p> <p>By phone: 800-485-2737 (you will always speak to alive person, NOT a robot) By email: customerservice@schoolnursesupply.com (all emails are answered within 24 hours).</p>	*
31	Describe your ability and willingness to provide your products and services to Sourcwell participating entities.	<p>School Nurse Supply sells to schools in all 50 states to thousands of customers. Our goal is to target new and current Sourcwell participating districts to build our customer base by leading with the Sourcwell contract.</p>	*

32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Currently we do not do business or ship to any Canadian customers. It is possible for us to pursue and look into that, but our main focus would be customers located in the United States.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	School Nurse Supply serves to all areas of the United States. We do not serve to Canada currently.	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	There is no account type that will not have full access to our solutions if awarded an agreement.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Alaska, Hawaii, and US Territories (Puerto Rico, US Virgin Islands) will pay shipping fees on orders. Shipping costs to these areas are typically between 20-25% of the merchandise total. Please contact us for a shipping quote by calling 800-485-2737 or by emailing bids@schoolnursesupply.com.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	Yes, School Nurse Supply will extend terms of any awarded master agreement to nonprofit entities.	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *	
37	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>This contract will be marketed on our national contracts page on our website and also through word of mouth from our sales representatives. We have 4 sales representatives that cover various regions throughout the country. When they are in house at our company office, they make daily calls to customers. When on the road, they attend trade shows, conferences, and staff meetings. If given a list of current members, they are able to target specific customers to promote the contract.</p> <p>Other ways we can market:</p> <p>Printed materials such as singles sheet flyers, catalogs, spring and fall flyers. We mail out over 100,000 catalogs annually as well a spring flyer mailing in March and a fall flyer mailing in August.</p> <p>Emailed material out to current sourcewell participating entities to promote our business as being a Sourcewell vendor.</p>	*
38	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	School Nurse Supply has a social media platform on Facebook. Currently it's not one of our main ways to market to our customers especially School Districts which regularly block social media from being used on district platforms. The most successful way to connect to our customers digitally is through email. Our constant contact can reach out to tens of thousands of customers at any given time.	*
39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	<p>In our view, Sourcewell serves as an agency that is well trusted by it's members to leverage purchases with vendors without having to take the time to complete an internal RFP process. Sourcewell is there to simplify the purchasing process.</p> <p>School Nurse Supply will work with Sourcewell to develop strategies to target current Sourcewell members with our product offerings whether it be by sales calls or promoting at trade shows and staff meetings.</p>	*
40	Are your Solutions available through an e-procurement or e-Commerce ordering process? If so, describe your system(s) and provide one (1) example of how governmental and educational customers have utilized them.	<p>We currently have about 20 accounts integrated through a punchout ordering system. We are able to work with any procurement system. Please contact us at customerservice@schoolnursesupply.com to inquire about getting setup with a punchout catalog.</p> <p>One system we use is through Euna Storefront (formerly known as Equallevel). Our Storefront on Euna's platform allows us to provide and catalog at contracted prices to an unlimited amount of Euna Marketplace buyers. The Euna Supplier Network provides access to the tools and instructions needed to connect and transact with customers through their eCommerce marketplaces. We currently have 42 connections on the Euna Sorefront and is continually growing.</p>	*

Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)

Line Item	Question	Response *	
41	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	School Nurse Supply has a dedicated expert in house to train on our vision and hearing screeners as well as AED's. All training is done live via Zoom, Skype, Teams, etc. and is free of charge. Our sales team is also highly trained on all of our equipment and can arrange on-site training if traveling in a particular area at the time or virtual training anytime. We also have calibration services for Audiometers and OAE's. The cost of calibration varies depending on the make and model of the unit.	*
42	Describe any technological advances that your proposed Solutions offer.	School Nurse Supply is always keeping up with the current trends and latest product offerings in the industry. Whether it be AED's, vision and hearing screeners, vital stats monitors, or any other technical piece of technical equipment, we can assure our customers are getting the best on the market.	*
43	Describe any "green" initiatives that relate to your company (e.g., recycling, LED lighting, LEED) or to your Solutions, and include a list of the certifying agency for each.	School Nurse Supply has/does the following to create a "greener" environment: Cardboard box baler to recycle all cardboard boxes into a tight compact cube. Use of recycleable cardboard boxes for shipping products. LED lights installed throughout the warehouse and offices. Implementation of a digital catalog to reduce the amount of paper catalogs sent out. ACH payments and digital invoicing to limit the number of invoices being mailed Email marketing to reduce the number of printed advertisements	*
44	Identify any third-party issued eco-labels, ratings or certifications that your company and/or equipment holds (e.g., ENERGY STAR) for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	Out of all the manufacturers that we supply products from, many of them have green/sustainable practices. Examples include: Baxter (Hillrom, Welch Allyn): Carbon Neutrality and Greenhouse Gas Emissions - Achieve carbon neutrality for our direct operations by 2040 and reduce absolute Scope 1 and 2 greenhouse gas emissions 25% by 2030, aligned with a well-below 2o Celsius science-based target. Implement Strategic Water Management Plans Implement Strategic Materials and Waste Management Plans Zoll: Has sustainability initiatives and is contributing to reaching a carbon neutral society by 2050	*
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	One unique attribute about School Nurse Supply is that our sales team meets on a weekly basis to train on presentation and also train on using specialized equipment such as AED's and hearing/vision screeners. They use this time to also discuss about key leads, market trends, weekly sales, and who to target moving forward. Other unique attributes about School Nurse Supply include: - Free vision and hearing screening training - Free AED training - Product selection from the top brands/manufacturers in the industry - Competitive pricing (we'll match or beat any other competitors price) - Puchout cababilities (We have 42 connections on Euna, formerly known as Equilevel) - Customer service: we believe no other company in our industry is better than ours. You will always speak with a live person. - Our brand new online website makes products easier to find, users can save their "top" items, email carts for quotes, ect.	*

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment
46	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or re-sellers if available. Select all that apply.		<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply does not hold any WMBE, SBE, or veteran owned certifications. However, some of the manufacturers we do business with do hold certifications of this nature.
47		Minority Business Enterprise (MBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an MBE
48		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an WBE
49		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an DOBE
50		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an VBE
51		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an SDVOB
52		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an SBE
53		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an SDB
54		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	School Nurse Supply is not an WOSB

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *
55	Describe your payment terms and accepted payment methods.	Payment terms are Net 30 Payment Methods: Check, credit card, ACH
56	Describe any leasing or financing options available for use by educational or governmental entities.	School Nurse Supply does not offer any leasing for financing options. We will work with the buyer if additional accommodations are needed.
57	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	For any customers that would like to utilize our Sourcwell contracted pricing and want to see it on our website, we can link their online account to see what the discount prices are. If customers are unable to utilize our website, we can prepare a quote with the discounted pricing and also reference the Sourcwell contract. We can also link a downloadable excel file to our website with our full product offering showing the Sourcwell pricing.
58	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcwell participating entities for using this process?	Yes, we accept P-card payments. There are no additional costs to use a P-card.
59	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Our pricing model will be a flat discount of 10% across the board on every single one of our catalog and online products. Periodically, sales flyers will be issued with special sale prices. The discount can be applied to the sale prices. There are no product exclusions. Free shipping will be given to all orders over \$50.00. Pricing is updated annually every January. Please see our attached pricing spreadsheet for the remainder of 2025.
60	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	The discount will be 10% off our catalog or online prices on every product we offer.

61	Describe any quantity or volume discounts or rebate programs that you offer.	All Sourcewell orders will be given a 10% discount on any product. For larger volume quantities please contact bids@schoolnursesupply.com for a quote. In some cases a larger discount can be applied depending on the product. We also have a price match guarantee where we match any of our competitors prices barring that it's the exact item being offered.	*
62	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request. Define the costs/fees associated with "sourcing/quoting" products and related services.	We have the ability to source mostly any first aid/medical related item for customers who are looking for something specific. If it's not in our catalog, but from a vendor we purchase from we can easily source the product and quote it through the Sourcewell contract. On a weekly basis we are always quoting out "special order" items such as AED's, Pads, and batteries that we don't list online or in the catalog. The discount is applied based off the manufacturers MSRP or MAP pricing.	*
63	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	There are no additional costs or fee's that apply.	*
64	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Shipping is free on all orders over \$50.00 after the discount is applied. Most orders ship out from our warehouse using UPS ground. Larger Bulk orders ship out using a freight carrier (the freight carrying company varies based on cost to us). Items shipped to Alaska, Hawaii, Puerto Rico, and the US Virgin Islands are estimated to be between 20-25% of the merchandise total. A shipping quote will need to be requested.	*
65	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Items shipped to Alaska, Hawaii, Puerto Rico, and the US Virgin Islands are estimated to be between 20-25% of the merchandise total. A shipping quote will need to be requested. Most orders ship out from our warehouse within 1-2 days ARO and time in transit is typically 5 business days. Currently, we do not ship or sell products in Canada.	*
66	Describe any unique distribution, delivery, or deployment methods or options for the goods and services offered in your proposal.	School Nurse Supply can offer the following unique distribution, delivery, or deployment methods: Future shipping: Customers can place a PO with us and request that order shipped on a certain date. Multiple orders shipping to the same address can be consolidated into one larger shipment. Local customers in the suburbs surrounding our Saint Charles warehouse can request to pickup and order from our warehouse. We can also personally deliver orders within reasonable limits. Most orders ship out from our warehouse within 1-2 days ARO using UPS ground. Our warehouse is located in Saint Charles, IL. It could take anywhere from 1-5 business days for delivery depending on the proximity to our warehouse.	*
67	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	Sourcewell customer accounts will be marked and noted to apply the Sourcewell discount pricing on any PO's received. By marking accounts, reports can then be generated at the end of each quarter to calculate the total contract sales.	*
68	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	We will be able to track all sales and metrics related to the sales through our internal system Netsuite. Accounts that are assigned to the Sourcewell contract can be monitored to show our sales team which ones are performing well and which ones we may need to work on. Through the use of punchout/eCommerce we can also get an idea of which customers are visiting our site, putting items aside in carts and saving them for later, or actually placing orders.	*
69	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	If awarded a contract, School Nurse Supply proposes to pay a 2% administration fee payable to Sourcewell. This fee will be based off the total merchandise sales combined by all customers and will be paid on a quarterly basis. Sales reports will be broken down by customer, customer PO number, and total order amount. The report will be sent to Sourcewell within 15 days after each quarter has ended.	*

Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
70	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	The pricing offered is as good and consistent to what our offer is through other national purchasing cooperatives that we are awarded vendors on such as Buyboard, TIPS, and Choice Partners.

Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A and 7B)

Line Item	Question	Response *
71	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, in the proposal.	<p>School Nurse Supply, Inc. has been in business since November 1997. We currently serve to school districts, Head Starts, and educational facilities in all 50 states. We offer a complete 275 page catalog and online website for information on products and ordering. Our catalog includes a wide variety of first aid/medical supplies and equipment. School Nurse Supply also has a full line customer service staff available to you during business hours (7:00 a.m. – 5:00 p.m. Monday through Friday). We have active contract with other national purchasing cooperatives such as BuyBoard, TIPS, and Choice Partners which annually bring in a few million dollars in business. We have been under contract with Buyboard since 2010, TIPS since 2017, and Choice Partners since 2023.</p> <p>We provide first aid/medical supplies and equipment. Product offerings include:</p> <p>First aid (bandages, hot/cold packs, wound care, exam gloves, gauze pads, cotton balls, tongue depressors, medical tape, elastic and coherent bandages, first aid kits and bags, ETC.)</p> <p>Emergency response items (AED's and accessories, bleeding control kits and accessories, tourniquets, Trauma kits, manikins, CPR masks, choking kits, wheelchairs, slings, splints, burn kits, eye wash and stations, ETC.).</p> <p>Infection Control (hand sanitizers, hand washing soaps, disinfecting wipes, trash disposal, Air fresheners and sanitizers, emesis bags, body fluid/infectious waste cleanup, sharps containers, ETC.)</p> <p>Paper and disposables (Facial tissue, paper towels, wash cloths, disposable cups, linens, pillow cases, plastic storage bags, PPE supplies, face masks, ETC.)</p> <p>Feminine hygiene (pads, tampons, dispensers, disposable underwear, personal cleansing wipes, etc.)</p> <p>Over the Counter (lice products, OTC medications, skin care items, toothbrushes and toothpaste, oral care products, lip and ear care products, eye wash, penlights, batteries, forceps and specialty instruments, personal hygiene kits, medication dispensing/storage items, ETC.)</p> <p>Vision and hearing equipment (audiometers, OAE's, vision screeners, occluders, vision charts and books)</p> <p>Vital statistics (thermometers, stethoscopes, sphygmomanometers, digital BP monitors, vital signs monitors, otoscopes, ophthalmoscopes, stadiometers, weight scales, ETC.)</p> <p>Pulse oximeters, nebulizers, peak flow meters, Glucometers and supplements</p> <p>Diapers, training pants, baby wipes</p> <p>Special needs supplies and toys</p> <p>Educational materials (reference books, multimedia, pamphlets, posters, handwashing education, anatomical models)</p> <p>Furniture (recovery couches, table paper, treatment and exam tables, cabinets, treatment carts, storage bins, stools, narcotics cabinets, refrigerators, magnifying lamps, privacy screens)</p>
72	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	<p>Here is a list of subcategory titles that best describe our products:</p> <p>Adhesive Strips AED AED Batteries AED Pads AED Trainers Asthma Athletic Tape Audiometer Baby Wipes Bags Medical Bags Plastic Bandages Biohazard</p>

Blankets
 Bleeding control
 Blood Pressure
 Blood Urine Test Kits
 Books
 Cabinets
 Carts
 Cold packs
 Cold therapy
 Cotton
 Cotton Balls
 Cotton Tipped Applicators
 Couches
 CPR
 Cups
 Defibrillator
 Diapers
 Disinfecting Wipes
 Disposable Medical Supplies
 Early Childhood
 Elastic Bandages
 Emergency Disaster Preparedness
 Exam Gloves
 Exam Tables
 Eye Care
 Eye Wash
 Face Shields
 Facial Tissue
 Feminine Hygiene
 Feminine Napkins
 First Aid Supplies
 Flashlights
 Furniture
 Gauze
 Gloves
 Glucometer
 Gowns
 Hand Sanitizer
 Hearing Screener
 Hygiene
 Ice Packs
 Laboratory Equipment
 Lice Care Products
 Manikins
 Masks
 Maxi Pads
 Medical Equipment
 Medical Supplies
 Medical Tape
 Narcotics Cabinet
 Nebulizer
 Nitrile Gloves
 Nurse Supplies
 OAE
 Ophthalmoscope
 Oral Hygiene
 Otoscope
 Over the Counter Medication
 Oximeter
 Paper Towels
 Pharmaceuticals
 Physician Scale
 Pillows
 Plastic Storage Bags
 PPE
 Privacy Sceen
 Pulse Oximeter
 Recovery Couch
 Refrigerators
 Respiratory Care
 Sanitary Napkins
 Sanitary Pads
 Scales
 School Nurse
 Sickness Bags
 Slings
 Soap
 Sphygmomanometer
 Splints
 Stadiometers
 Stehosopes
 Tampons

		Thermometers Towels Treatment Carts Treatment Tables Vinyl Gloves Vision Screeners Vital Signs Monitors Washcloths Wheelchairs	
73	Describe the lifecycle support services for equipment, such as implementation, maintenance, and decommissioning.	School Nurse Supply will assist the customer in working with the manufacturers should any support needs arise for equipment still under warranty. Manufacturer warranty length varies per piece of equipment. For example, our Maico Audiometers have a 2 year warranty, our Zoll AED's have an 8 year warranty, and our Plusoptix vision screener has up to a 4 year warranty. Some manufacturers also have trade in rebate programs where customers can trade in an old AED, vision screener, or hearing screener and receive a rebate back from the manufacturer.	*
74	Describe how you tailor solutions to meet the specific needs of different user types—for example, through pre-assembled kits, customized labeling and packaging, or flexible logistics and delivery options.	The customer experience is one of our top priorities. We believe that a satisfied customer and personalizing their experience with us creates a very high chance for that customer to keep coming back. Ways we can achieve this are by: Sending personalized emails Chatting with potential customers in real time Personalizing sales follow ups Solving customer problems quickly and accurately We also have a line of "housebrand" products that are private labeled. Products include: Exam Gloves Facial Tissue Bandages Disposable Washcloths First Aid Kits Eye Wash Stations	*

Table 7B: Depth and Breadth of Offered Solutions

Indicate below if the listed categories of Solutions are offered within your proposal. **Provide additional comments in the text box describing how your proposed solution(s) meet or exceed the category and/or sub-category.**

Line Item	Category or Type	Offered *	Comments *
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75	Single-use and disposable medical supplies and consumables	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>We carry a wide variety of single-use and disposable medical supplies and consumables such as:</p> <ul style="list-style-type: none"> Re-usable cold/hot packs Dispoable cold/hot packs Cold/hot pack covers vinyl, nitrile, and latex exam gloves Adhesive Bandages Cotton rolls Cotton Balls Cotton tipped applicators Steri-strips Blister care Wound cleanser Antiseptic wipes First aid Sprays Isopropyl alcohol Hydrogen peroxide Antibiotic ointments Burn creams and sprays Tongue depressors Gauze pads and sponges Gauze rolls Eyepads Medical tape Athletic tape Cohesive bandages Elastic Bandages First aid kits Diapers Baby wipes Feminine hygiene products Toothpaste Toothbrushes Dental hygiene products Disposable washcloths PPE Disposable cups Baggies 	*
76	School and athletic health supplies	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>We carry a wide variety of school and athletic health supplies such as:</p> <ul style="list-style-type: none"> First aid kits Tape cutters Athletic Tape Adhesive bandages Cohesive wraps Splints Slings Treatment tables Ice makers Treatment carts Ice packs Exam gloves 	*
77	Medical-grade equipment, diagnostic and treatment devices, and adaptive therapy-related tools	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>We carry a wide variety of medical-grade equipment, diagnostic and treatment devices:</p> <ul style="list-style-type: none"> Thermometers Stethoscopes Sphygmomanometers Blood Pressure Monitors Vital Signs Monitors Otoscopes Ophthalmoscopes Scales Stadiometers Finger pulse oximeters Nebulizers Peak flow meters Glucometers 	*

78	Pharmaceuticals and controlled substances	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>We carry a wide variety pharmaceuticals:</p> <p>OTC brand name and generic medications including:</p> <p>Acetaminophen Ibuprofen Cold/cough medicines Aspirin Cough drops Allergy and sinus medications Antacids</p> <p>Other items include:</p> <p>Insect and anti-itch products Topical pain relievers Skin lotions Oral pain relievers Eye wash Ear drops Medication storage and dispensing products</p>	*
79	Emergency and disaster response supplies and kits	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>We carry a wide variety emergency and disaster response supplies and kits such as:</p> <p>AED's AED pads AED batteries AED cabinets AED signs AED/CPR responder kits AED trainers Public Access first aid stations/kits Opioid overdose kits/cabinets Bleeding control kits/cabinets Tourniquets Wound dressings Chest seals Blood clotting gauze/dressings Flashlights Emergency Blankets Classroom lockdown kits Trauma kits Modular first aid stations CPR training manikins CPR training masks CPR resuscitator masks Choking rescue devices Wheelchairs Stretchers Evacuation chairs Crutches Splints Arm slings Eye wash stations Burn kits</p>	*
80	Technology, hardware, and software designed for the delivery of solutions described in 75 - 79 above	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>We offer the following upon request from Zoll:</p> <p>CPR / AED Training in US - PlusLearning – CPR / AED training for ONE (1) learner, conducted by certified instructor at customer site (United States). Includes access to on-line training materials, student manuals and certification certificate. Minimum of 5 students required to schedule. Student course credit valid for 12 months after purchase to schedule.</p> <p>PlusTrac - AED Program Management</p>	*
81	Training, consultation, maintenance, kitting and custom packaging solutions, medical waste disposal, and other services related to the offering of solutions described in 75 - 80 above	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>We offer free AED, vision, and hearing equipment training. Please contact us to speak with one of our trained experts to schedule a training session.</p> <p>We also offer calibration services for hearing screeners (audiometers, tympanometers, OAE's). Prices vary per screener make and model.</p>	*

Table 8: Exceptions to Terms, Conditions, or Specifications Form

Line Item 82. NOTICE: To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the “Bid Documents” section. Proposer must upload the redline in the “Requested Exceptions” upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”
 - [Pricing](#) - SOURCEWELL.xlsx - Wednesday September 03, 2025 10:28:15
 - [Financial Strength and Stability](#) - Sourcewell Financial Strength and Stability Data.pdf - Wednesday September 03, 2025 10:15:52
 - Marketing Plan/Samples (optional)
 - [WMBE/MBE/SBE or Related Certificates](#) - TABLE 2A QUESTION 18, LICENSES.pdf - Wednesday September 03, 2025 10:24:40
 - Standard Transaction Document Samples (optional)
 - Requested Exceptions (optional)
 - [Upload Additional Document](#) - TABLE 2A QUESTION 17, AUTHORIZED DISTRIBUTOR LETTERS.pdf - Wednesday September 03, 2025 10:16:03

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
 - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to:
 - (i) Those prices;
 - (ii) The intention to submit an offer; or
 - (iii) The methods or factors used to calculate the prices offered.
 - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
 - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Jeff Giesel, Bid Manager, School Nurse Supply, Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum5_Medical_Supply_Solutions_RFP090925 Wed August 20 2025 04:04 PM	<input checked="" type="checkbox"/>	6
Addendum4_Medical_Supply_Solutions_RFP090925 Mon August 18 2025 12:58 PM	<input checked="" type="checkbox"/>	3
Addendum3_Medical_Supply_Solutions_RFP090925 Thu August 7 2025 10:01 AM	<input checked="" type="checkbox"/>	2
Addendum2_Medical_Supply_Solutions_RFP090925 Fri July 25 2025 03:38 PM	<input checked="" type="checkbox"/>	2
Addendum1_Medical_Supply_Solutions_RFP090925 Thu July 24 2025 10:09 AM	<input checked="" type="checkbox"/>	2