

Table of Contents

AEPA 022-A Exhibit A - Financial Health Documents - Demco, Inc	1
AEPA 022-A Exhibit B - Marketing Plan - Demco, Inc	20
CONTRACT MARKETING PLAN	20
Website - Demco's e-commerce site — demco.com — is the fastest and easiest way to order library and school supplies. Once your members create an account, their contract discount will automatically be activated and applied to items they add to their sh...	20
Website - Demco's e-commerce site — demco.com — is the fastest and easiest way to order library and school supplies. Once your members create an account, their contract discount will automatically be activated and applied to items they add to their sh...	20
Direct Mail -Demco produces an annual full line catalog, as well as several sale catalogs throughout the year. All of our catalogs contain a reminder message for customers who have an active contract with Demco.	20
Direct Mail -Demco produces an annual full line catalog, as well as several sale catalogs throughout the year. All of our catalogs contain a reminder message for customers who have an active contract with Demco.	20
At-a-glance Contract Bookmark	20
AEPA 022-A Exhibit C - Warranties & Additional Services - Demco, Inc	21
AEPA 022-A Part C -State Specific Forms - Demco, Inc	23
AEPA 022-A Part D - Questionnaire - Demco, Inc	53
Demco Sales Territory Map 9-13-21.pdf	
Sales Team Overview	58
Slide Number 2	59
Inside Sales Team	60
Consultative Sales Team Large Furniture Projects	61
Business Development Team: Developing New Opportunities	62
AEPA 022-A Part E - Signature Forms - Demco, Inc	77
Tabulation By Vendor_IFB#022-A_orgId_176687	85

Summary

Order Reference: Genal@demco.com | Report as of: 03-17-2021 | using Currency as USD

DEMCO, INC.

Tradestyle(s): -

ACTIVE **HEADQUARTERS**

Address: 4810 Forest Run Rd, Madison, WI, 53704,
UNITED STATES
Phone: (800) 356-1200
D-U-N-S: 00-655-2483
In Portfolio: Yes
Tags: UNFILED-jeffr@demco.com
Alerts: No alerts

Failure Score	Delinquency Score	Age of Business	Employees
37 (No change since last month)	62 6 (in the last month)	116 years 1905 Year Started	305 150 (here)

Accounts

TOTALS 2 Accounts	(US\$ 21) Total Owing	US\$ 0 Not Yet Due	US\$ 0 1 - 30 Days Late	US\$ 0 31 - 60 Days Late	US\$ 0 61 - 90 Days Late	(US\$ 21) 91+ Days Late
Account Name	Total Owing	Not Yet Due	1 - 30 Days Late	31 - 60 Days Late	61 - 90 Days Late	91+ Days Late
Demco 710543485	(US\$ 6)	US\$ 0	US\$ 0	US\$ 0	US\$ 0	(US\$ 6)
Demco Inc Suzanne Stowell 480244372	(US\$ 16)	US\$ 0	US\$ 0	US\$ 0	US\$ 0	(US\$ 16)

Recent Alerts

There are no alerts to display.

Company Profile

D-U-N-S
00-655-2483
Legal Form
Corporation (US)
History Record
Incomplete
Date Incorporated
09-24-1978
State of Incorporation
Wisconsin
Ownership
Not publicly traded

Mailing Address
PO Box 7488
Madison, WI 53707
United States
Telephone
(800) 356-1200
Website
www.demco.com
Present Control Succeeded
1978

Employees
305 (150 here)
Age (Year Started)
116 years (1905)
Named Principal
Sandy Brandmeier, CEO
Line of Business
Whol furniture

Risk Assessment

Overall Business Risk



Maximum Credit Recommendation

US\$ 950,000

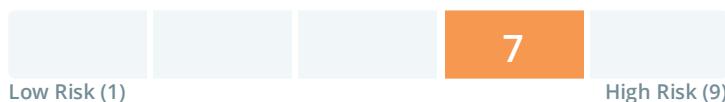
Dun & Bradstreet Thinks...

- Overall assessment of this organization over the next 12 months: **SOME-STABILITY-CONCERNS**
- Based on the predicted risk of business discontinuation: **MODERATELY-HIGHER-THAN-AVERAGE-RISK-OF-DISCONTINUED-OPERATIONS-OR-BUSINESS-INACTIVITY**
- Based on the predicted risk of severely delinquent payments: **MODERATE POTENTIAL FOR SEVERELY DELINQUENT PAYMENTS**

The recommended limit is based on a moderately low probability of severe delinquency.

D&B Viability Rating

Portfolio Comparison Score



Company's risk level is: **MODERATE-HIGH**

Probability that a company will go out of business, become dormant/inactive, or file for bankruptcy/insolvency within the next 12 months: **7.00 %**

Failure Score Formerly Financial Stress Score



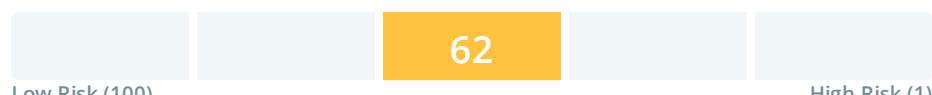
Company's risk level is: **Moderate**

Probability of failure over the next 12 months: **0.35 %**

Past 12 Months



Delinquency Score Formerly Commercial Credit Score



Company's risk level is: **Moderate**

Probability of delinquency over the next 12 months: **4.56 %**

Past 12 Months



PAYDEX®



Days Beyond Terms : **17**

Past 24 Months



D&B Rating

Current Rating as of 04-29-2015

Special Rating

-- : Undetermined

Legal Events

Events	Occurrences	Last Filed
Bankruptcies	0	-
Judgements	0	-
Liens	0	-
Suits	1	10-03-2016
UCC	9	07-14-2020

Trade Payments

Highest Past Due

US\$ 15,000

Highest Now Owing
US\$ 300,000

Total Trade Experiences
104

Largest High Credit
US\$ 1,000,000

Average High Credit
US\$ 32,971

Ownership

This company is a **Global Ultimate, Domestic Ultimate, Headquarters, Parent**

Financial Overview

This company does not have a Financial Summary.

Country/Regional Insight

United States



Risk Category

LOW

MODERATE

HIGH

Low Risk

High Risk

The short-term economic outlook improves with the adoption of a budget resolution, clearing the way for major components of the administration's proposed USD1.9trn fiscal package.

Risk Assessment

D&B Risk Assessment

Overall Business Risk



Maximum Credit Recommendation

US\$ 950,000

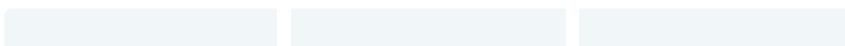
Dun & Bradstreet Thinks...

- Overall assessment of this organization over the next 12 months: **SOME-STABILITY-CONCERNS**
- Based on the predicted risk of business discontinuation: **MODERATELY-HIGHER-THAN-AVERAGE-RISK-OF-DISCONTINUED-OPERATIONS-OR-BUSINESS-INACTIVITY**
- Based on the predicted risk of severely delinquent payments: **MODERATE POTENTIAL FOR SEVERELY DELINQUENT PAYMENTS**

The recommended limit is based on a moderately low probability of severe delinquency.

D&B Viability Rating

Portfolio Comparison Score



Low Risk (1)

High Risk (9)

Rating Confidence Level

Robust Predictions

Decision Support

Directional

Basic

Data Depth

- Rich Firmographics
- Extensive Commercial Trading Activity
- Basic Financial Attributes

Level of Risk

Moderate-High

Probability of becoming no longer viable

7.00%

Percentage of businesses ranked with this score

14.00%

Average probability of becoming no longer viable

5.00%

Failure Score Formerly Financial Stress Score

Low Risk (100)

High Risk (1)

- Low proportion of satisfactory payment experiences to total payment experiences
- UCC Filings reported
- High number of enquiries to D&B over last 12 months
- Unstable Paydex over last 12 months

Level of Risk

Moderate

Raw Score

1455

Probability of Failure

0.35%

Average Probability of Failure for Businesses in D&B Database

0.48%

Business and Industry Trends



Failure Score

1

Delinquency Score Formerly Commercial Credit Score



- Proportion of slow payments in recent months
- Proportion of past due balances to total amount owing
- Higher risk industry based on delinquency rates for this industry
- Evidence of open suits

Level of Risk

Moderate

Raw Score

516

Probability of Delinquency

4.56%

Compared to Businesses in D&B

Database

Business and Industry Trends



Delinquency Score



Industry Median ...

10

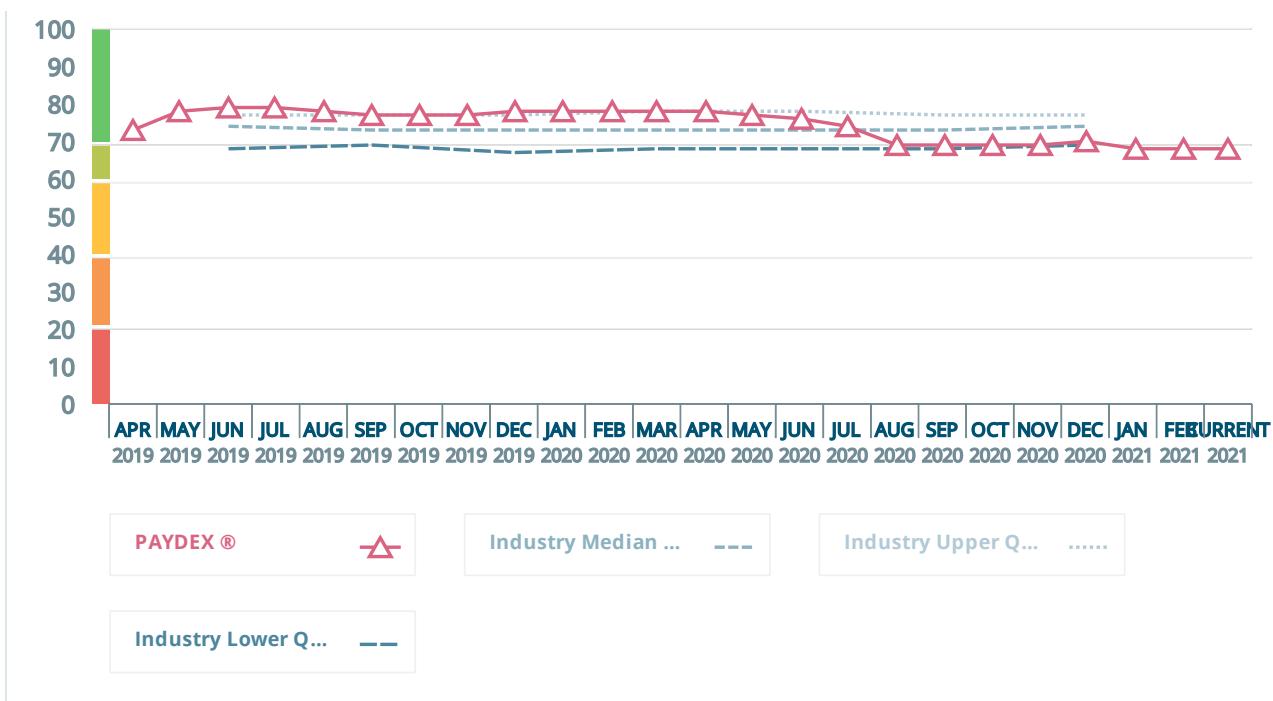
PAYDEX®

Based on 24 months of data



Business and Industry Trends

5021 - Whol furniture



D&B Rating

Current Rating as of 04-29-2015

Special Rating

-- : Undetermined

Trade Payments

Trade Payments Summary (Based on 24 months of data)

Overall Payment Behavior

17

Days Beyond Terms

% of Trade Within Terms

75%

Highest Past Due

US\$ 15,000

Highest Now Owing:

US\$ 300,000

Total Trade Experiences:

104

Total Unfavorable Comments:

0

Largest High Credit:

US\$ 1,000,000

Largest High Credit:

US\$ 0

Average High Credit:

US\$ 32,971

Total Placed in Collections:

0

Largest High Credit:

US\$ 0

Trade Payments By Credit Extended (Based on 12 months of data)

Range of Credit Extended (US\$)	Number of Payment Experiences	Total Value	% Within Terms
100,000 & over	5	US\$ 1,850,000	58
50,000 - 99,999	8	US\$ 500,000	71
15,000 - 49,999	14	US\$ 435,000	56
5,000 - 14,999	13	US\$ 95,000	67
1,000 - 4,999	23	US\$ 44,000	69
Less than 1,000	26	US\$ 10,500	69

Trade Payments By Industry (Based on 24 months of data)

Industry Category	Number of Payment Experiences	Largest High Credit (US\$)	% Within Terms (Expand to View)	1 - 30 Days Late (%)	31 - 60 Days Late (%)	61 - 90 Days Late (%)	91 + Days Late (%)
▼ 25 - Furniture and Fixtures	5	55,000					
2521 - Mfg wood office furn	1	55,000	50	50	0	0	0
2522 - Mfg nonwd office furn	3	40,000	50	8	42	0	0
2599 - Mfg furn/fixtures	1	5,000	0	100	0	0	0
▼ 26 - Paper and Allied Products	2	10,000					
2653 - Mfg corrugated boxes	1	1,000	100	0	0	0	0
2679 - Mfg converted paper	1	10,000	0	100	0	0	0
▼ 27 - Printing, Publishing and Allied Industries	5	1,000,000					
2731 - Books-print/publish	1	2,500	50	50	0	0	0
2752 - Lithographic printing	1	1,000,000	50	50	0	0	0
2759 - Misc coml printing	1	500	50	50	0	0	0
2782 - Mfg blankbook/binder	2	25,000	52	48	0	0	0
▼ 28 - Chemicals and Allied Products	1	500					
2842 - Mfg cleaning products	1	500	100	0	0	0	0
▼ 30 - Rubber and Miscellaneous Plastics Products	5	45,000					
3081 - Mfg plastic sheet/film	3	45,000	0	45	55	0	0
3089 - Mfg misc plastic prdt	2	30,000	49	50	1	0	0
▼ 33 - Primary Metal Industries	1	250					
3351 - Copper roll/drawing	1	250	100	0	0	0	0
▼ 34 - Fabricated Metal Products except Machinery and Transportation Equipment	1	250					
3491 - Mfg industrial valves	1	250	100	0	0	0	0

Industry Category	Number of Payment Experience s	Largest High Credit (US\$)	% Within Terms (Expand to View)	1 - 30 Days Late (%)	31 - 60 Days Late (%)	61 - 90 Days Late (%)	91 + Days Late (%)
▼ 35 - Industrial and Commercial Machinery and Computer Equipment	4	30,000					
3534 - Mfg elevator/escaltr	1	750	100	0	0	0	0
3563 - Mfg air/gas compress	1	750	0	100	0	0	0
3565 - Mfg packaging mach	1	30,000	50	50	0	0	0
3572 - Mfg computer storage	1	25,000	50	50	0	0	0
▼ 36 - Electronic and other electrical equipment and components except computer equipment	1	2,500					
3692 - Mfg primary batteries	1	2,500	100	0	0	0	0
▼ 38 - Measuring Analyzing and Controlling Instruments; Photographic Medical and Optical Goods; Watches and Clocks	2	100,000					
3841 - Mfg medical instrmnt	1	100,000	100	0	0	0	0
3861 - Mfg photograph equip	1	250	100	0	0	0	0
▼ 42 - Motor Freight Transportation and Warehousing	9	200,000					
4213 - Trucking non-local	9	200,000	95	5	0	0	0
▼ 45 - Transportation by Air	3	300,000					
4513 - Air courier service	3	300,000	50	50	0	0	0
▼ 47 - Transportation Services	1	1,000					
4731 - Arrange cargo transpt	1	1,000	100	0	0	0	0
▼ 48 - Communications	7	7,500					
4812 - Radiotelephone commun	1	2,500	100	0	0	0	0
4813 - Telephone communictns	6	7,500	95	5	0	0	0
▼ 50 - Wholesale Trade - Durable Goods	7	25,000					
5045 - Whol computers/softwr	2	25,000	50	50	0	0	0
5064 - Whol appliances	1	10,000	50	50	0	0	0
5065 - Whol electronic parts	1	100	0	100	0	0	0
5085 - Whol industrial suppl	3	750	87	13	0	0	0
▼ 51 - Wholesale Trade - Nondurable Goods	12	75,000					
5111 - Whol printing paper	2	75,000	1	99	0	0	0
5112 - Whol office supplies	3	5,000	89	11	0	0	0
5113 - Whol service paper	1	60,000	100	0	0	0	0
5131 - Whol piece goods	1	50	100	0	0	0	0
5169 - Whol chemicals	2	1,000	83	17	0	0	0
5192 - Whol books/newspapers	2	2,500	100	0	0	0	0
5199 - Whol nondurable goods	1	45,000	100	0	0	0	0
▼ 57 - Home Furniture Furnishings and Equipment Stores	2	70,000					

Industry Category	Number of Payment Experiences	Largest High Credit (US\$)	% Within Terms (Expand to View)	1 - 30 Days Late (%)	31 - 60 Days Late (%)	61 - 90 Days Late (%)	91 + Days Late (%)
5712 - Ret furniture	2	70,000	100	0	0	0	0
▼ 61 - Nondepository Credit Institutions	2	80,000					
6153 - Short-trm busn credit	2	80,000	54	46	0	0	0
▼ 73 - Business Services	7	500					
7361 - Employment agency	1	50	0	0	0	0	100
7363 - Help supply service	1	500	100	0	0	0	0
7389 - Misc business service	5	0	99	0	1	0	0
▼ 75 - Automotive Repair, Services and Parking	1	2,500					
7513 - Truck rental/leasing	1	2,500	100	0	0	0	0
▼ 78 - Motion Pictures	1	750					
7829 - Motion pict dist svcs	1	750	100	0	0	0	0
▼ 87 - Engineering Accounting Research Management and Related Services	1	2,500					
8748 - Business consulting	1	2,500	50	0	50	0	0
▼ 99 - Nonclassifiable Establishments	10	250,000					
9999 - Nonclassified	10	250,000	58	42	0	0	0

Trade Lines						
Date of Experience	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
03/21	Pays Promptly	-	2,500	0	0	Between 4 and 5 Months
02/21	Pays Slow 30+	2 30 N30	75,000	7,500	250	1
02/21	Pays Promptly	-	-	45,000	0	1
02/21	Pays Promptly	-	-	0	0	Between 6 and 12 Months
02/21	Pays Promptly	N30	200,000	70,000	500	-
02/21	Pays Promptly	-	60,000	15,000	0	1
02/21	Pays Promptly	-	60,000	2,500	0	1
02/21	Pays Promptly	-	50,000	2,500	2,500	1
02/21	Pays Promptly	-	15,000	10,000	0	1
02/21	Pays Promptly	-	10,000	0	0	Between 2 and 3 Months
02/21	Pays Promptly	-	7,500	0	0	1
02/21	Pays Promptly	-	5,000	1,000	0	1
02/21	Pays Promptly	-	5,000	2,500	0	1

Date of Experience	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
02/21	Pays Promptly	-	2,500	1,000	0	1
02/21	Pays Promptly	-	2,500	2,500	0	1
02/21	Pays Promptly	-	1,000	250	0	1
02/21	Pays Promptly	-	1,000	0	0	Between 4 and 5 Months
02/21	Pays Promptly	-	750	250	0	1
02/21	Pays Promptly	-	500	0	0	Between 6 and 12 Months
02/21	Pays Promptly	N30	250	100	0	1
02/21	Pays Promptly	N30	50	0	0	Between 6 and 12 Months
02/21	Pays Prompt to Slow 15+	-	20,000	0	0	Between 6 and 12 Months
02/21	Pays Prompt to Slow 15+	-	10,000	1,000	100	1
02/21	Pays Prompt to Slow 30+	-	-	100	0	1
02/21	Pays Prompt to Slow 30+	-	300,000	40,000	100	1
02/21	Pays Prompt to Slow 30+	-	80,000	20,000	1,000	1
02/21	Pays Prompt to Slow 30+	-	30,000	15,000	1,000	1
02/21	Pays Prompt to Slow 30+	1 10 N30	25,000	7,500	7,500	Between 2 and 3 Months
02/21	Pays Prompt to Slow 30+	N30	25,000	0	0	Between 4 and 5 Months
02/21	Pays Prompt to Slow 30+	-	10,000	7,500	250	1
02/21	Pays Prompt to Slow 30+	-	7,500	7,500	2,500	1
02/21	Pays Prompt to Slow 30+	-	5,000	2,500	2,500	1
02/21	Pays Prompt to Slow 30+	-	2,500	1,000	250	1
02/21	Pays Prompt to Slow 30+	-	1,000	500	50	1
02/21	Pays Prompt to Slow 30+	-	500	500	250	1
02/21	Pays Prompt to Slow 30+	-	500	0	0	1
02/21	Pays Prompt to Slow 30+	-	500	250	0	1
02/21	Pays Prompt to Slow 60+	1 15 N30	40,000	25,000	15,000	1
02/21	Pays Prompt to Slow 60+	-	2,500	2,500	750	1
02/21	Pays Slow 5+	-	2,500	0	0	Between 6 and 12 Months
02/21	Pays Promptly	-	-	40,000	0	1

Date of Experience	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
02/21	Pays Slow 15-30+	-	15,000	15,000	2,500	1
02/21	Pays Slow 30+	N30	5,000	500	0	1
02/21	Pays Slow 30+	-	2,500	0	0	Between 6 and 12 Months
02/21	Pays Slow 30+	-	750	0	0	Between 4 and 5 Months
02/21	Pays Slow 30+	N30	500	50	0	1
02/21	Pays Slow 30+	-	100	0	0	Between 4 and 5 Months
02/21	Pays Slow 60+	-	45,000	10,000	0	1
02/21	Pays Slow 30-60+	-	750	500	500	1
02/21	Pays Slow 120+	-	50	50	50	-
01/21	Pays Promptly	-	70,000	70,000	0	1
01/21	Pays Promptly	-	2,500	750	0	1
01/21	Pays Promptly	N30	250	0	0	Between 6 and 12 Months
01/21	Pays Prompt to Slow 30+	-	1,000,000	300,000	15,000	1
01/21	Pays Prompt to Slow 30+	-	2,500	1,000	0	1
01/21	-	Cash account	50	-	-	1
01/21	Pays Promptly	N30	750	250	0	1
12/20	Pays Promptly	-	750	750	0	1
12/20	-	-	2,500	0	0	Between 6 and 12 Months
12/20	-	Cash account	250	0	0	Between 6 and 12 Months
12/20	-	Cash account	50	-	-	Between 6 and 12 Months
12/20	Pays Prompt to Slow 30+	-	2,500	750	50	1
11/20	Pays Promptly	-	1,000	0	0	Between 6 and 12 Months
09/20	Pays Promptly	-	500	0	0	Between 6 and 12 Months
08/20	Pays Promptly	-	1,000	0	0	Between 6 and 12 Months
06/20	Pays Promptly	-	7,500	7,500	0	1
06/20	Pays Promptly	-	2,500	0	0	Between 6 and 12 Months
05/20	Pays Promptly	-	7,500	0	0	Between 6 and 12 Months
04/20	-	Cash account	-	-	-	Between 2 and 3 Months
04/20	Pays Promptly	N30	500	0	0	Between 6 and 12 Months
02/20	Pays Promptly	-	750	0	0	Between 6 and 12 Months

Date of Experience	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
01/20	Pays Promptly	-	1,000	0	0	Between 6 and 12 Months
01/20	Pays Promptly	-	250	0	0	Between 6 and 12 Months
10/19	Pays Promptly	-	2,500	0	0	Between 6 and 12 Months
10/19	Pays Promptly	-	1,000	0	0	Between 6 and 12 Months
04/19	Pays Promptly	-	250	0	0	Between 6 and 12 Months
03/19	Pays Promptly	-	250	0	0	Between 6 and 12 Months
02/19	Pays Promptly	-	1,000	500	0	1
02/19	Pays Promptly	Regular terms	500	0	0	Between 6 and 12 Months
02/19	Pays Slow 5+	-	10,000	0	0	Between 6 and 12 Months

Legal Events

The following Public Filing data is for information purposes only and is not the official record. Certified copies can only be obtained from the official source.

Judgements	Liens	Suits	UCC Filings
0 Latest Filing: -	0 Latest Filing: -	1 Latest Filing: 10-03-2016	9 Latest Filing: 07-14-2020

Events	
Suit -	
Filing Date	10-03-2016
Filing Number	2016SC005827
Status	Pending
Date Status Attained	10-03-2016
Received Date	11-02-2016
Plaintiffs	ALL-CALLS CALL CENTER OUTSOURCING DBA
Plaintiffs	ALL STAFF INC
Defendant	DEMCO INC
Court	DANE COUNTY CIRCUIT COURT, MADISON, WI

UCC Filing - Continuation

Filing Date	07-14-2020
Filing Number	200714000493-0
Received Date	08-05-2020
Original Filing Date	10-13-2005
Original Filing Number	050014871627
Secured Party	BMO HARRIS BANK N.A., CHICAGO, IL
Secured Party	M&I MARSHALL & ILSLEY BANK, MILWAUKEE, WI
Debtors	DEMCO, INC.
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

UCC Filing - Amendment

Filing Date	09-10-2015
Filing Number	150011459424
Received Date	10-06-2015
Original Filing Date	10-13-2005
Original Filing Number	050014871627
Secured Party	BMO HARRIS BANK N.A., CHICAGO, IL
Secured Party	M&I MARSHALL & ILSLEY BANK, MILWAUKEE, WI
Debtors	DEMCO, INC.
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

UCC Filing - Continuation

Filing Date	09-10-2015
Filing Number	150011462923
Received Date	10-05-2015
Original Filing Date	10-13-2005
Original Filing Number	050014871627
Secured Party	BMO HARRIS BANK N.A., CHICAGO, IL
Secured Party	M&I MARSHALL & ILSLEY BANK, MILWAUKEE, WI
Debtors	DEMCO, INC.
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

UCC Filing - Continuation

Filing Date	04-30-2012
Filing Number	120005834525
Received Date	05-14-2012
Original Filing Date	06-11-2007
Original Filing Number	070008415220
Secured Party	M&I MARSHALL & ILSLEY BANK, MADISON, WI
Debtors	WALL FAMILY ENTERPRISE, INC.

Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI
---------------	--

UCC Filing - Continuation

Filing Date	06-02-2010
Filing Number	100006750826
Received Date	07-14-2010
Original Filing Date	10-13-2005
Original Filing Number	050014871627
Secured Party	M&I MARSHALL & ILSLEY BANK, MILWAUKEE, WI
Debtors	DEMCO, INC.
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

UCC Filing - Original

Filing Date	05-27-2010
Filing Number	100006536222
Received Date	06-15-2010
Collateral	Computer equipment - Computer equipment
Secured Party	LA CROSSE LITHO SUPPLY, LLC, SUSSEX, WI
Debtors	DEMCO INC
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

UCC Filing - Original

Filing Date	03-15-2010
Filing Number	100003099728
Received Date	04-12-2010
Collateral	Business machinery/equipment - Business machinery/equipment
Secured Party	GFC LEASING, MADISON, WI
Debtors	DEMCO INC
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

UCC Filing - Original

Filing Date	05-07-2009
Filing Number	090005699938
Received Date	06-09-2009
Collateral	Equipment
Secured Party	FUJIFILM GRAPHIC SYSTEMS USA, INC, HANOVER PARK, IL
Debtors	DEMCO, INC., DEFOREST, WI
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

UCC Filing - Original

Filing Date	06-11-2007
Filing Number	070008415220

Received Date	07-16-2007
Collateral	All Negotiable instruments including proceeds and products - All Inventory including proceeds and products - All Account(s) including proceeds and products - All Timber including proceeds and products - and OTHERS
Secured Party	M&I MARSHALL & ILSLEY BANK, MADISON, WI
Debtors	WALL FAMILY ENTERPRISE, INC.
Filing Office	SECRETARY OF STATE/UCC DIVISION, MADISON, WI

The public record items contained in this report may have been paid, terminated, vacated or released prior to the date this report was printed. This information may not be reproduced in whole or in part by any means of reproduction

There may be additional UCC Filings in D&B's file on this company available by contacting 1-800-234-3867.

There may be additional suits, liens, or judgements in D&B's file on this company available in the U.S. Public Records Database, also covered under your contract. If you would like more information on this database, please contact the Customer Resource Center at 1-800-234-3867.

If it is indicated that there are defendants other than the report subject, the lawsuit may be an action to clear title to property and does not necessarily imply a claim for money against the subject.

Special Events

06-15-2020

OFFICER CHANGE: According to published reports, Demco, Inc. announced the appointment of Chad Edwards as President of the company, effective June 22, 2020.

Company Profile

Company Overview

D-U-N-S	Mailing Address	Employees
00-655-2483	PO Box 7488	305 (150 here)
Legal Form	Madison, WI 53707	Age (Year Started)
Corporation (US)	United States	116 years (1905)
History Record	Telephone	Named Principal
Incomplete	(800) 356-1200	Sandy Brandmeier, CEO
Date Incorporated	Website	Line of Business
09-24-1978	www.demco.com	Whol furniture
State of Incorporation	Present Control Succeeded	
Wisconsin	1978	

Ownership

Not publicly traded

Business Registration

Corporate and business registrations reported by the secretary of state or other official source as of: 03-01-2021
This data is for informational purposes only, certification can only be obtained through the Office of the Secretary of State.

Registered Name DEMCO, INC.

Corporation Type Corporation (US)

Business Commenced On 1905

State of Incorporation WISCONSIN

Date Incorporated 09-25-1978

Registration ID 1 D07661

Registration Status RESTORED TO GOOD STANDING

Date Status Attained 08-01-2001

Filing Date 09-25-1978

Where Filed SECRETARY OF STATE

Registered Agent

Name C T CORPORATION SYSTEM

Address 301 S. BEDFORD ST.;SUITE 1, MADISON, WI, 537030000

Principals

Officers

SANDY BRANDMEIER, CEO

CHAD EDWARDS, PRES

JOHN E WALL, CHB

DONALD J ROGERS, V PRES-TREAS-SEC

MICHAEL J GOETHEL, V PRES

MARK A ANDERSON, V PRES

Directors

DIRECTOR(S): THE OFFICER(S)

Company Events

The following information was reported on: 06-15-2020

The Wisconsin Secretary of State's business registrations file showed that Demco, Inc was registered as a Corporation on September, 25, 1978, under registration file number 1 D07661.

Stock Ownership is undetermined.

Business started 1905. Present control succeeded 1978.

RECENT EVENT:.

On October 15, 2015, source stated that Demco Inc., Madison, WI, has completed the acquisition of Boopsie Inc., Sunnyvale, CA, on September 30, 2015. With the acquisition, Boopsie Inc. will now operate as a subsidiary of Demco Inc. Tony Medrano will continue to lead Boopsie as President, with operations continuing from their offices in Sunnyvale and San Diego, CA. Employees were retained. Terms of the transaction were not disclosed. Further details are unavailable.

SANDY BRANDMEIER. Antecedents are unavailable.

CHAD EDWARDS born 1943. Antecedents were not available.

JOHN E WALL born 1926. 1978-present active here. 1968-1978 employed with the predecessor company. 1959-1968 employed with Cook Electric Company, Chicago, IL, plant manager, general manager Wirecom Div and most recently as vice president. Prior to 1959 held posts with Inland Steel Company, Blackhawk Manufacturing Company and Interstate Spic & Span Inc. 1950, graduated Xavier University, Cincinnati, OH, AB degree. Studied business administration at Marquette and Northwestern Universities.

DONALD J ROGERS born 1960. 1998-present active here. 1993-1998 employed with AmeriServe Food Distribution, Inc, Brookfield, WI as CFO. 1988-1993 employed with Holberg Industries, Inc, Greenwich, CT. Prior to 1988 employed with Dun & Bradstreet and Metropolitan Life Insurance Company. 1982, graduated from Wharton School, University of Pennsylvania, with BS in Finance. 1987 graduated from UCLA Graduate School of Management, with MBA.

MICHAEL J GOETHEL born 1942. 2000-present active here. 1989-2000 employed with direct mail companies Conney Safety Products, Madison WI, and Lab Safety Supply, Janesville, WI, in Marketing and Operations. 1989, graduated from University of Wisconsin-Stout, Menomonie, WI, Bachelor of Science degree in Business Administration.

MARK A ANDERSON born 1954. 1989-present active here. Elected vice president in 1993. 1988-1989, employed with Progressive Management Services Inc, Middleton, WI. 1985-1988, employed with Nicolet Instrument Corporation, Madison, WI. 1978-1985, employed with Gruber Industries, Middleton, WI. 1976-1978, employed with Hamilton Industries, Two Rivers, WI. 1976, graduated from University of Wisconsin, Eau Claire, WI with a BBA in management and minor in data processing.

AFFILIATES: The following are related through common principals, management and/or ownership: Wall Family Enterprise, Inc., Madison, WI. Started '2006'. DUNS #078607419. Operates as a retailer of furnitures and manufactures furniture or fixtures specializing in display, notice or planning boards.

Business Activities And Employees

The following information was reported on: 06-15-2020

Business Information

Description	Wholesales furniture, specializing in public building furniture and office furniture (75%). Manufactures public building or related furniture, specializing in library furniture and school furniture (25%). Terms are Net 30 days. Sells to schools & libraries. Territory : United States.
Employees	305 which includes officer(s). 150 employed here.
Financing Status	Secured
Seasonality	Nonseasonal.
Tenure	Rents
Facilities	Rents 42,000 sq. ft. in a two story building.
Location	Commercial section on side street.

SIC/NAICS Information

SIC Codes	SIC Description	Percentage of Business
5021	Whol furniture	-
50210107	Public building furniture, nec	-
50210106	Office furniture, nec	-
25210000	Wood office furniture	-

NAICS Codes	NAICS Description	
423210	Furniture Merchant Wholesalers	
423210	Furniture Merchant Wholesalers	
337211	Wood Office Furniture Manufacturing	

Government Activity

Activity Summary

Borrower(Dir/Guar)	No
Administrative Debt	No
Contractor	Yes
Grantee	No
Party excluded from federal program(s)	No

Financials

D&B currently has no financial information on file for this company

This information may not be reproduced in whole or in part by any means of reproduction.



CONTRACT MARKETING PLAN

To help all of the AEPA members take advantage of contract discounts from Demco, we offer several ways to support your communication efforts.

Website - Demco's e-commerce site — demco.com — is the fastest and easiest way to order library and school supplies. Once your members create an account, their contract discount will automatically be activated and applied to items they add to their shopping cart. Please see the enclosed Website Features document for more details about online ordering.

Our newly redesigned shopping cart makes shopping enjoyable and rewarding for your members. Below are several highlights of Demco's website.

- Enhanced imagery to display at a glance the products in the cart
- Ability to edit your product selections in the cart, reducing clicks to make changes
- Sale and contract pricing shown in a "was/now" format to show the great deals you get
- Status of each product in your cart
- **YOU SAVED!** Feature highlights the breakdown of savings by contract, sale or promotional discount
- **ESTIMATE YOUR SHIPPING** button to calculate how much shipping will be

Direct Mail -Demco produces an annual full line catalog, as well as several sale catalogs throughout the year. All of our catalogs contain a reminder message for customers who have an active contract with Demco.

Email -Customers who opt into receiving emails from Demco will receive emails each month that alert them to specials, new products, and informational content about trends affecting libraries and schools.

At-a-glance Contract Bookmark

Demco can provide a template for AEPA to print half page bookmarks that provide the contract discount details, how-to-order guidance, background information about Demco, and why purchasing supplies through us helps your members.

Should your organization wish to promote your Demco contract discount, you can request for us to design custom print ads or online banner ads that you can use in your communications to help members learn about the valuable savings they receive through Demco.



Returns & Warranties

You may return or exchange a qualifying item* within 6 months of your invoice date. Furniture, special orders, custom products and international orders cannot be returned or exchanged unless you receive them damaged or defective. Anything that has been engraved or imprinted is not returnable.

Not sure if an item qualifies for a return or exchange? A Demco Customer Service representative can help you. Call 800.962.4463 or email custserv@demco.com.

Additional Services

Project Design Services

Drawing on over 100 years of experience serving libraries and education communities, Demco offers a complete range of interior services that are tailored to suit all sizes and types of projects, from small focused remodels to complete K12 school environments.

Needs Assessment

For all project sizes, a needs assessment is available with one of our Interior Solution Consultants or Inside Sales Specialists, so we can fully understand your vision, priorities and spatial requirements. Once we understand your needs and goals, we can then recommend the right services to solve your problem and support your space.

Product Consultation

Our interior experts will provide product guidance and recommendations, ensuring we are providing the best solutions for your space. Based on your needs our Interior experts can also provide color, fabric and finish guidance.

Design Tools

Demco provides a wide range of design tools to help provide design guidance for many different types of spaces. Our virtual environments provide preconfigured spatial solutions for Classrooms, Learning Commons, Makerspaces and Community Rooms. All our Virtual Tours are available on line at <https://www.demco.com/shop-by-space/virtual-tours>. Other design tools are available on line or by request.

Design Services

At the discretion of our Interior Solution experts, some spaces may require a dedicated Interior Design resource. Our Interior Design team is available to provide a range of complimentary design services, from simple 2D drawings to ensure product fit to 3D and full Virtual Reality renderings for larger projects. Design Services outside the scope of complimentary will be invoiced at \$100 per hour.

Project Quotation



Demco, Inc.
4810 Forest Run Road
Madison, WI 53704

Mailing Address
PO Box 7488
Madison, WI 53707-7488

Phone 608-241-1201
Fax 608-241-1799
Web demco.com



Once a final solution is determined we will provide a full project quotation containing your product solutions, any related color, fabric and finish selections and associated freight, delivery and white glove/installation costs.

Project Coordinator

A designated project coordinator will review and acknowledge your order, place orders with our vendor partners and provide shipment confirmations and order tracking.

Installation Services

When requested, Demco will arrange to have all products installed upon delivery unless otherwise directed by AEPA Members. Demco will un-crate, setup, place, install, and secure to the floor, wall, or other surface, as required for the product ordered, and shall leave it in a ready-for-use condition. Demco will provide for a supervisor to be in attendance at the project site during the entire delivery & Installation process. Demco's installation services are invoiced at \$75 per hour.

Installation services covered under the proposed discounting assume the following typical project site conditions:

1. elevator exists and will be made available for installers use;
2. loading dock exists for trucks to unload at;
3. all products to be installed during a single trip;
4. prevailing wage rates are not required

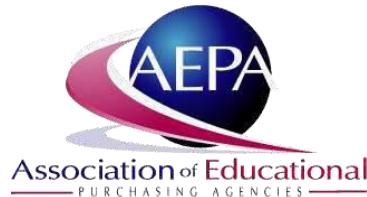
Additional installation charges may apply to projects and/or orders if there is any deviation from the typical project site conditions listed above.



Demco, Inc.
4810 Forest Run Road
Madison, WI 53704

Mailing Address
PO Box 7488
Madison, WI 53707-7488

Phone 608-241-1201
Fax 608-241-1799
Web demco.com



Part C -

AEPA Member Agency (State) Terms and Conditions

AEPA Solicitation #022

Table of Contents

1. AEPA Member Agency Terms and Conditions	1
2. Common Terms and Conditions	1
3. AEPA Member Agency General Overview Summary.....	2
4. State Specific Terms and Conditions	3
5. State Specific Forms	94

1. AEPA Member Agency Terms and Conditions

A solicitation is being published and distributed on behalf of the Member Agencies in many states. Differences in contract implementation and operation will exist between the Member Agencies. Each state may have special laws relating to this procurement that must be adhered to in addition to the previously stated constraints. *When Member Agency/State-Specific Terms and Conditions differ from the AEPA General Terms and Conditions, the Member Agency/State-Specific Terms and Conditions will prevail in that Member Agency/State.*

2. Common Terms and Conditions

Active Promotion of Contract: Agencies require that the Vendor Partner take ownership and actively promote the contract in cooperation with the AEPA Member Agency to all of the Agencies' qualified Participating Entities.

Sales to Participating Entities: AEPA Member Agencies require that all awarded Vendor Partners offer the Member Agency contract opportunity to all qualified Participating Entities of the cooperative.

Legal Obligations: All Vendor Partners shall comply with all applicable Federal, State, and Local Laws, Codes, and Regulations while fulfilling the contract. It is the Bidder's responsibility to be aware of and comply with all state and local laws governing this procurement. Applicable laws, codes, and regulations (etc.) must be followed even if not specifically identified herein.

Administrative Fees: AEPA Member Agencies charge Vendor Partners an administrative fee (a percentage of sales in their respective state or states that they extend the AEPA pricing to). Administrative Fees are generally paid to each Member Agency quarterly. Additional details of how these fees are charged may be found under each state's Terms and Conditions.

A summary of each State's Administrative Fee, any special terms and conditions, and special ordering process requirements are listed here for the convenience of the Bidders.

3. AEPA Member Agency General Overview Summary

	General		Ordering Process		Construction Products and Services										Potential Customers						
	AEPA Member Agency State		Standard Ordering Process		Type text here																
	Administrative Fee	Bid Security Required on bid due date	Special Reporting Requirements	Electronic Ordering	Special Ordering Process	Davis Bacon and State Wage Rates	Payment & Performance Bonds Required	Contractor's Licensing Required	Permits and/or Registration Required	Construction Project Cost Limitations	Participate in Construction Services	Participate in Construction Products Only	Products are taxable	Service is Taxable	K-12 Education	Higher Ed.	Private Schools	Non-profits	Federal Agencies	State Agencies	Cities & Counties
CA	2%	N	N	Y	Y	-	-	-	Y	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
CO	2%	N	Z	Y	Z	Y	Z	Z	Y	N	Y	Y	Y	N	Y	Y	Y	Y	Y	N	Y
CT	2%	N	N	Y	Y	N	Y	N	Y	Y	N	Y	Y	N	N	Y	Y	Y	N	N	Y
FL	2%	N	N	Y	Y	N	Y	N	Y	Y	N	Y	Y	N	N	Y	Y	Y	Y	Y	Y
GA	2%	N	N	Y	Y	N	Y	N	Y	Y	N	Y	Y	N	N	Y	Y	Y	Y	Y	Y
IA	2%	N	N	Y	Y	N	**		Y	Lim	Lim	N	N	Y	Y	Y	Y	N	Y	Y	Y
IL	2%	N	Y	Y	Y	N	Y	Y	Y	Y	N	N	N	N	Y	Y	Y	Y/N	N	Y	Y
IN	Var	N	N	N	Y	Y	Y	Y	Y	Y	N	N	N	N	Y	Y	Y	Y	Y	Y	Y
KS	2%	N	n	Y	Y	Y	Y	Y	Y	N	Y	N	N	N	Y	Y	Y	Y	Y	Y	Y
KY	2%	N	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
MA	2%	N	N	Y	Y	Y	N	N	N	N	N	N	N	N	Y	Y	Y	Y	Y	Y	Y
MI	2%	N	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	N	N	Y	Y	Y	Y	TBD	Y
MN	2%	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y/N*	N	Y	Y	Y	Y	Y	Y
MO	2%	N	Y	Y	Y	N	Y	N	N	Y	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y
MT	2%	Y	N	Y	Y	Y	Y	Y	Y	N	Y	Y	N	N	Y	Y	Y	Y	Y	Y	Y
NE	2%	N	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	N	N	Y	Y	Y	N	N	Y
NJ	2%	N	N	Y	Y	N	Y	Y	Y	Y	N	Y	N	N	Y	Y	Y	Y	N	N	Y
NM	2%	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
ND	2%	Y	Y	Y	Y	N	N	Y	Y	Y	Y	Y	Y	Y/N*	N	Y	Y	Y	Y	Y	Y
OH	2%	Y	Y	Y	Y	N	Y	Y	Y	Y	N	Y	N	N	Y	Y	Y	Y	Y	Y	Y
OR	2%	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	N	N	Y	Y	Y	Y	Y	Y
PA	2%	N	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	N	N	N	Y	Y	Y	Y/N	Y	Y
SC	2%	N	Y	Y	N	Y	Y	Y	Y	Y	N	Y	Y	Y/N*	Y/N*	Y	Y	Y	Y	N	Y
TX	2%	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	Y	Y	Y	Y	Y	Y
VA	2%	N	N	Y	Y	Y	N	N	Y	Y	Y	Y	Y	N	N	Y	Y	Y	Y	Y	Y
WA	2%	N	Y	N	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	N	N	N	Y
WV	2%	Y	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
WI	2%	N	N	Y	Y	N	Y	Y	N	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y
WY	2%	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	Y	Y	Y	Y	Y	Y

AFFIRMATIVE ACTION QUESTIONNAIRE

1. Our company has a federal Affirmative Action Plan approval. Yes No

If yes, please attach a copy of the plan to this questionnaire.

2. Our company has a New Jersey State Certificate of Employee Information Report. Yes No

If yes, please attach a copy of the certificate to this questionnaire.

3. If you answered "**NO**" to both questions above, No. 1 and 2, you must apply for an Affirmative Action Employee Information Report – Form AA302.

Please visit the New Jersey Department of Treasury website for the Division of Public Contracts Equal Employment Opportunity Compliance:

https://www.nj.gov/treasury/contract_compliance/

- a. Click on "Employee Information Report"
- b. Complete and submit the form with the appropriate payment to:

Department of Treasury
Division of Purchase and Property
Contract Compliance and Audit Unit
EEO Monitoring P.O. Box 206
Trenton, New Jersey 08625-0206

All fees for this application are to be paid directly to the State of New Jersey. A copy shall be submitted to the ESCNJ prior to the execution or award of contract.

I certify that the above information is correct to the best of my knowledge.

Name of Company/Firm Demco, Inc

Address 4810 Forest Run Rd.

City, State, Zip Madison, WI 53704

Name of Authorized Agent Kristopher L Snow Title Contracts Facilitator

SIGNATURE Kristopher L. Snow Date Sept 13th, 2021

APPENDIX A
AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the Educational Services Commission of New Jersey (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. S12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Company Demco, Inc
Signature Kristopher L. Snow

Name Kristopher L. Snow
Title Contracts Facilitator

ASSURANCE OF COMPLIANCE

Contact with Students

There may be times during the performance of this contract, where a contracted service provider may come in contact with students of the school district. The district fully understands its obligation to provide to all students and staff members, a safe educational environment. To this end, the district is requiring all bidders to sign a statement of Assurance of Compliance, acknowledging the bidder's understanding of the below listed requirements and further acknowledging the bidder's assurance of compliance with those listed requirements.

Anti-Bullying Reporting--Requirement

When applicable, the contracted service provider shall comply with all applicable provisions of the New Jersey Anti-Bullying Bill of Rights Act—N.J.S.A. 18A:37-13.1 et seq., all applicable code and regulations, and the Anti-Bullying Policy of the Board of Education. In accordance with N.J.A.C. 6A:16-7.7 (c), a contracted service provider, who has witnessed, or has reliable information that a student has been subject to harassment, intimidation, or bullying shall immediately report the incident to any school administrator or safe schools resource officer, or the School Business Administrator/Board Secretary.

Criminal History Background Checks—N.J.S.A. 18A:6-7.1--Requirement

When applicable, the contracted service provider, shall provide to the school district prior to commencement of contract, evidence or proof that each employee assigned to provide services and that comes in **regular contact** with students, has had a criminal history background check, and furthermore, that said background check indicates that no criminal history record information exists on file for that worker. Failure to provide a proof of criminal history background check for any employee coming in regular contact with students, prior to commencement of contact, may be cause for breach of contract. See NJDOE Broadcast 9/9/19.

Pre-Employment Requirements

When applicable, all contracted service providers, whose employees have **regular contact with students**, shall comply with the Pre-Employment Requirements in accordance with New Jersey P.L. 2018 c.5, N.J.S.A. 18A:6-7.6 et seq. Contracted service providers are to review the following New Jersey Department of Education Office of Student Protection—Pre-Employment Resource P.L. 2018 c.5 link below for guidance and compliance procedures.

<https://www.nj.gov/education/crimhist/preemployment/>

Name of Company Demco, Inc

Name of Authorized Representative Kristopher L Snow, Contracts Facilitator
Signature Kristopher L. Snow Date 9-13-21

EXHIBIT A
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27
GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report
- Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at https://www.nj.gov/treasury/contract_compliance/)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting an investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

Company Demco, Inc

Name Kristopher L Snow

Signature Kristopher L Snow

Title Contracts Facilitator

Date: Type text here

Form AA302
Rev. 11/11

STATE OF NEW JERSEY

**Division of Purchase & Property
Contract Compliance Audit Unit
EEO Monitoring Program**

EMPLOYEE INFORMATION REPORT

IMPORTANT-READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND TO SUBMIT THE REQUIRED \$150.00 FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11. For Instructions on completing the form, go to http://www.state.nj.us/treasury/contract_compliance/pdf/aa302ins.pdf

SECTION A - COMPANY IDENTIFICATION				
1. FED. NO. OR SOCIAL SECURITY	2. TYPE OF BUSINESS <input type="checkbox"/> 1. MFG <input type="checkbox"/> 2. SERVICE <input type="checkbox"/> 3. WHOLESALE <input type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER		3. TOTAL NO. EMPLOYEES IN THE ENTIRE COMPANY	
4. COMPANY NAME				
5. STREET	CITY	COUNTY	STATE	ZIP CODE
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE)			CITY	STATE ZIP CODE
7. CHECK ONE: IS THE COMPANY: <input type="checkbox"/> SINGLE-ESTABLISHMENT EMPLOYER <input type="checkbox"/> MULTI-ESTABLISHMENT EMPLOYER				
8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ				
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT				
10. PUBLIC AGENCY AWARDING CONTRACT CITY COUNTY STATE ZIP CODE				
Official Use Only	DATE RECEIVED	INAUG. DATE	ASSIGNED CERTIFICATION NUMBER	

SECTION B - EMPLOYMENT DATA

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. DO NOT SUBMIT AN EEOC-1 REPORT.

12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED?
 1. Visual Survey 2. Employment Record 3. Other (Specify)

14. IS THIS THE FIRST
Employee Information
Report Submitted?

15. IF NO, DATE LAST
REPORT SUBMITTED

13. DATES OF PAYROLL PERIOD USED
From: _____ To: _____

SECTION C - SIGNATURE AND IDENTIFICATION

SECTION C - SIGNATURE AND IDENTIFICATION

16. NAME OF PERSON COMPLETING FORM (Print or Type)	SIGNATURE	TITLE	DATE MO	DAY	YEAR
17. ADDRESS NO. & STREET	CITY	COUNTY	STATE	ZIP CODE	PHONE (AREA CODE, NO. EXTENSION)

To download the AA-302 form, click this link:

https://www.nj.gov/treasury/contract_compliance/documents/pdf/forms/aa302.pdf

INSTRUCTIONS FOR COMPLETING THE EMPLOYEE INFORMATION REPORT (FORM AA302)

IMPORTANT: READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE COMPLETING THE FORM. PRINT OR TYPE ALL INFORMATION. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND TO SUBMIT THE REQUIRED \$150.00 NON-REFUNDABLE FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. IF YOU HAVE A CURRENT CERTIFICATE OF EMPLOYEE INFORMATION REPORT, DO NOT COMPLETE THIS FORM UNLESS YOUR ARE RENEWING A CERTIFICATE THAT IS DUE FOR EXPIRATION. DO NOT COMPLETE THIS FORM FOR CONSTRUCTION CONTRACT AWARDS.

ITEM 1 - Enter the Federal Identification Number assigned

by the Internal Revenue Service, or if a Federal Employer Identification Number has been applied for, or if your business is such that you have not or will not receive a Federal Employer Identification Number, enter the Social Security Number of the owner or of one partner, in the case of a partnership.

ITEM 2 - Check the box appropriate to your **TYPE OF BUSINESS**. If you are engaged in more than one type of business check the predominate one. If you are a manufacturer deriving more than 50% of your receipts from your own retail outlets, check "Retail".

ITEM 3 - Enter the total "number" of employees in the entire company, including part-time employees. This number shall include all facilities in the entire firm or corporation.

ITEM 4 - Enter the name by which the company is identified. If there is more than one company name, enter the predominate one.

ITEM 5 - Enter the physical location of the company. Include City, County, State and Zip Code.

ITEM 6 - Enter the name of any parent or affiliated company including the City, County, State and Zip Code. If there is none, so indicate by entering "None" or N/A.

ITEM 7 - Check the box appropriate to your type of company establishment. "Single-establishment Employer" shall include an employer whose business is conducted at only one physical location. "Multi-establishment Employer" shall include an employer whose business is conducted at more than one location.

ITEM 8 - If "Multi-establishment" was entered in item 8, enter the number of establishments within the State of New Jersey.

ITEM 9 - Enter the total number of employees at the establishment being awarded the contract.

ITEM 10 - Enter the name of the Public Agency awarding the contract. Include City, County, State and Zip Code. This is not applicable if you are renewing a current certificate.

ITEM 11 - Enter the appropriate figures on all lines and in all

columns. THIS SHALL ONLY INCLUDE EMPLOYMENT DATA FROM THE FACILITY THAT IS BEING AWARDED THE CONTRACT. DO NOT list the same employee in more than one job category. **DO NOT attach an EEO-1 Report.**

Racial/Ethnic Groups will be defined:

Black: Not of Hispanic origin. Persons having origin in any of the Black racial groups of Africa.

Hispanic: Persons of Mexican, Puerto Rican, Cuban, or Central or South American or other Spanish culture or origin, regardless of race.

American Indian or Alaskan Native: Persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

Asian or Pacific Islander: Persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian Sub-continent or the Pacific Islands. This area includes for example, China, Japan, Korea, the Philippines Islands and Samoa.

Non-Minority: Any Persons not identified in any of the aforementioned Racial/Ethnic Groups.

ITEM 12 - Check the appropriate box. If the race or ethnic group information was not obtained by 1 or 2, specify by what other means this was done in 3.

ITEM 13 - Enter the dates of the payroll period used to prepare the employment data presented in Item 12.

ITEM 14 - If this is the first time an Employee Information Report has been submitted for this company, check block "Yes".

ITEM 15 - If the answer to Item 15 is "No", enter the date when the last Employee Information Report was submitted by this company.

ITEM 16 - Print or type the name of the person completing the form. Include the signature, title and date.

ITEM 17 - Enter the physical location where the form is being completed. Include City, State, Zip Code and Phone Number.

TYPE OR PRINT IN SHARP BALL POINT PEN

THE VENDOR IS TO COMPLETE THE EMPLOYEE INFORMATION REPORT FORM (AA302) AND RETAIN A COPY FOR THE VENDOR'S OWN FILES. THE VENDOR SHOULD ALSO SUBMIT A COPY TO THE PUBLIC AGENCY AWARDING THE CONTRACT IF THIS IS YOUR FIRST REPORT; AND FORWARD ONE COPY WITH A CHECK IN THE AMOUNT OF \$150.00 PAYABLE TO THE TREASURER, STATE OF NEW JERSEY(FEE IS NON-REFUNDABLE) TO:

**NJ Department of the Treasury
Division of Public Contracts Equal Employment Opportunity Compliance**

P.O. Box 206

Trenton, New Jersey 08625-0206 Telephone No. (609) 292-5473

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-SEP-2019** to **15-SEP-2022**

DEMCO, INC.
4810 FOREST RUN ROAD
MADISON

WI 57304



Elizabeth M. Muoio

ELIZABETH MAHER MUOIO
State Treasurer

Educational Services Commission of New Jersey

Business Office

1660 Stelton Road, Floor 2
Piscataway, New Jersey 08854

Chapter 271

Political Contribution Disclosure Form

(Contracts that Exceed \$17,500.00)

Ref. N.J.S.A. 19:44A-20.26

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that
_____Demco, Inc_____
_____Business Entity_____
reportable political contributions to any elected official, political candidate or any political committee as
defined in N.J.S.A. 19:44-20.26 during the twelve (12) months preceding this award of contract:

Reportable Contributions

<u>Date of Contribution</u>	<u>Amount of Contribution</u>	<u>Name of Recipient Elected Official/ Committee/Candidate</u>	<u>Name of Contributor</u>
<u>NONE</u>			

The Business Entity may attach additional pages if needed.

No Reportable Contributions (Please check (✓) if applicable.)

I certify that Demco, Inc (Business Entity) made no reportable contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26.

Certification

I certify that the information provided above is in full compliance with Public law 2005 – Chapter 271.

Name of Authorized Agent Kristopher L Snow

Signature Kristopher L. Snow Title Contracts Facilitator

Business Entity Demco, Inc

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Demco, Inc

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s. 2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*¹
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs)

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)]. The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed over sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

¹ N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L. 1993, c. 65 (C. 19:44A-10.1) for the purpose of receiving contributions and making expenditures."

AN ACT authorizing units of local government to impose limits on political contributions by contractors and supplementing Title 40A of the New Jersey Statutes and Title 19 of the Revised Statutes.

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

40A:11-51 1. a. A county, municipality, independent authority, board of education, or fire district is hereby authorized to establish by ordinance, resolution or regulation, as may be appropriate, measures limiting the awarding of public contracts there from to business entities that have made a contribution pursuant to P.L. 1973, c. 83 (C. 19:44A-1 et seq.) and limiting the contributions that the holders of a contract can make during the term of a contract, notwithstanding the provisions and parameters of sections 1 through 12 of P.L. 2004, c. 19 (C. 19:44A-20.2 et al.) and section 22 of P.L. 1973, c. 83 (C. 19:44A-22).

b. The provisions of P.L. 2004, c. 19 shall not be construed to supersede or preempt any ordinance, resolution or regulation of a unit of local government that limits political contributions by business entities performing or seeking to perform government contracts. Any ordinance, resolution or regulation in effect on the effective date of P.L. 2004, c. 19 shall remain in effect and those adopted after that effective date shall be valid and enforceable.

c. An ordinance, resolution or regulation adopted or promulgated as provided in this section shall be filed with the Secretary of State.

19:44A-20.26 2. a. Not later than 10 days prior to entering into any contract having an anticipated value in excess of \$17,500, except for a contract that is required by law to be publicly advertised for bids, a State agency, county, municipality, independent authority, board of education, or fire district shall require any business entity bidding thereon or negotiating therefor, to submit along with its bid or price quote, a list of political contributions as set forth in this subsection that are reportable by the recipient pursuant to the provisions of P.L. 1973, c. 83 (C.19:44A-1 et seq.) and that were made by the business entity during the preceding 12 month period, along with the date and amount of each contribution and the name of the recipient of each contribution. A business entity contracting with a State agency shall disclose contributions to any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or any continuing political committee. A business entity contracting with a county, municipality, independent authority, other than an independent authority that is a State agency, board of education, or fire district shall disclose contributions to: any State, county, or municipal committee of a political party; any legislative leadership committee; or any candidate committee of a candidate for, or holder of, and elective office of that public entity, of that county in which that public entity is located, of another public entity within that county, or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county, or any continuing political committee.

The provisions of this section shall not apply to a contract when a public emergency requires the immediate delivery of goods or services.

b. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

c. As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate; and

P.L. 2005, c. 271

"State agency" means any of the principal departments in the Executive Branch of the State Government, and any division, board, bureau, office, commission or other instrumentality within or created by such department, the Legislature of the State and any office,

board, bureau or commission within or created by the Legislative Branch, and any independent State authority, commission, instrumentality or agency.

d. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

19:44A-20.13 3. a. Any business entity making a contribution of money or any other thing of value, including an in-kind contribution, or pledge to make a contribution of any kind to a candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, or to a political party committee, legislative leadership committee, political committee or continuing political committee, which has received in any calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity, shall file an annual disclosure statement with the New Jersey Election Law Enforcement Commission, established pursuant to section 5 of P.L. 1973, c. 83 (C. 19:44A-5), setting forth all such contributions made by the business entity during the 12 months prior to the reporting deadline.

b. The commission shall prescribe forms and procedures for the reporting required in subsection a. of this section which shall include, but not be limited to:

- (1) the name and mailing address of the business entity making the contribution, and the amount contributed during the 12 months prior to the reporting deadline;
- (2) the name of the candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, candidate committee, joint candidates committee, political party committee, legislative leadership committee, political committee or continuing political committee receiving the contribution; and
- (3) the amount of money the business entity received from the public entity through contract or agreement, the dates, and information identifying each contract or agreement and describing the goods, services or equipment provided or property sold.

c. The commission shall maintain a list of such reports for public inspection both at its office and through its Internet site.

d. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity, or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

As used in this section:

"Business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction; and

"Interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate.

e. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

4. This act shall take effect immediately.

*Note: Bold italicized statutory references of new sections are anticipated and not final as of the time this document was prepared. Statutory compilations of N.J.S.A. 18A:18A-51 is anticipated to show a reference to N.J.S.A. 40:11-51 and to N.J.S.A. 19:44A-20.26.

STATE OF NEW JERSEY
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

PART 1: CERTIFICATION

BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.

Part 1

FAILURE TO CHECK EITHER BOX WILL RENDER THE PROPOSAL NON-RESPONSIVE.

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders **must** review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive.** If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

PLEASE CHECK THE APPROPRIATE BOX:



I certify, pursuant to Public Law 2012, c. 25, that neither the person/entity listed above nor any of the entity's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR



I am unable to certify as above because I or the bidding entity and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

Part 2

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, USE ADDITIONAL PAGES

Name: _____

Relationship to Bidder/Vendor: _____

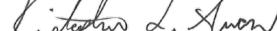
Description of Activities: _____

Duration of Engagement: _____ Anticipated Cessation Date: _____

Bidder/Vendor: _____

Contact Name: _____ Contact Phone Number: _____

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the below-referenced person or entity. I acknowledge that the Educational Services Commission of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the Educational Services Commission of New Jersey to notify the Educational Services Commission of New Jersey in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the Educational Services Commission of New Jersey and that the Educational Services Commission of New Jersey at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Kristopher L Snow Signature: 

Title: Contracts Facilitator Date: 9-13-21

Bidder/Vendor: Demco, Inc.

Statement of Suspension or Debarment

STATE OF NEW JERSEY/ Wisconsin
Specify, of other

COUNTY OF Dane

I, Kristopher L Snow of the (City, Town, Borough)
of Madison State of WI of full age,

being duly sworn according to law on my oath depose and say that:

I am Contracts Facilitator of the firm
of Demco, Inc the Bidder

making the Proposal for the above named projects, and that I executed the said Proposal with full authority to do so; that said Bidder is not at the time of the making this bid included on the New Jersey State Treasurer's or the Federal Government's List of Debarred, Suspended or Disqualified Bidders or the State Department of Labor and Workforce Development; Prevailing Wage Debarment List as a result of action taken by any State or Federal Agency.

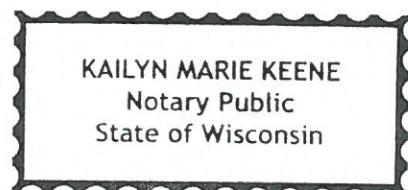
Name of Contractor: Demco, Inc
(Company Name)
By: Kristopher L. Snow
(Signature of authorized representative)

Subscribed and sworn to before me

This 13th day of September, 20 21


(Seal) Notary Public of New Jersey/
Specify Other State

My Commission expires 3/28 2025



STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____
Organization Address: _____
City, State, ZIP: _____

Part I Check the box that represents the type of business organization:

Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
 Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
 For-Profit Corporation (any type) Limited Liability Company (LLC)
 Partnership Limited Partnership Limited Liability Partnership (LLP)
 Other (be specific): _____

Part II Check the appropriate box

The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (**COMPLETE THE LIST BELOW IN THIS SECTION**)

OR

No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (**SKIP TO PART IV**)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
WFE Entreprises	4810 Forest Run Rd Madison, WI 53704

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal **Security and Exchange Commission (SEC) or foreign equivalent filing**, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

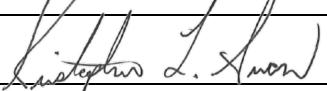
Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **ESCNJ and/or its members** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **ESCNJ and/or its members** to notify the **ESCNJ and/or its members** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **ESCNJ and/or its members** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Kristopher L Snow	Title:	Contracts Facilitator
Signature:		Date:	9-13-21

**This statement shall be completed, certified to, and included with all bid and proposal submissions.
Failure to submit the required information is cause for automatic rejection of the bid or proposal.**

NEW JERSEY REQUIRED DOCUMENTS FOR PUBLIC WORKS BIDS

BUSINESS REGISTRATION CERTIFICATE (N.J.S.A. 52:32-44)

Pursuant to N.J.S.A. 52:32-44, all respondents shall submit prior to award of bid, a copy of their "New Jersey Business Registration Certificate" as issued by the Department of Treasury of the State of New Jersey. The ESCNJ requests that all respondents for this bid/proposal submit a current New Jersey Business Registration Certificate with the bid/proposal.

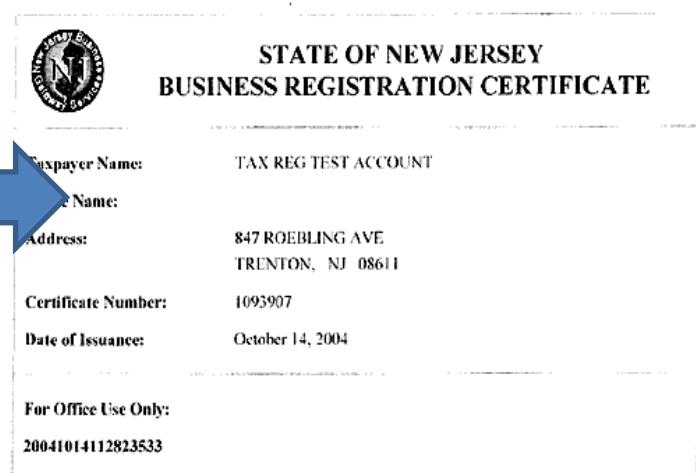
Goods and Services Contracts

N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

3. The contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with a valid proof of business registration.
4. The contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.
3. Prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used.
4. The contractor and any subcontractor providing goods or performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into the State. Any questions in this regard can be directed to the Division of Taxation at (609) 292-6400.

For more information on how to obtain a Business Registration Certificate, please visit the State of New Jersey, Department of Treasury, Division of Revenue and Enterprise Services website at:

<http://www.state.nj.us/treasury/revenue/busregcert.shtml>





STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: DEMCO, INC.

Trade Name:

Address: 4810 FOREST RUN RD
MADISON, WI 53704-7336

Certificate Number: 0115581

Effective Date: May 14, 2002

Date of Issuance: April 02, 2019

For Office Use Only:

20190402121927556

RETURN PRIORTO BID AWARD

N.J.S.A. 54:49-4.1: Violations of Registration Requirements; Penalties.

A business organization that fails to provide a copy of a business registration as required pursuant to section 1 of P.L.2001, c.134 (C.52:32-44 et al.) or subsection e. or f. of section 92 of P.L.1977, c.110 (C.5:12-92), or that provides false information of business registration under the requirements of either of those sections, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration copy not properly provided under a contract with a contracting agency.

All respondents are urged to submit with their response, a copy of their firm's New Jersey Business Registration Certificate. Failure to submit the Certificate to the ESCNJ prior to the award of contract will result in the rejection of the entire bid or proposal.

CONTRACTOR/VENDOR REQUIREMENTS—OFFICE OF THE NEW JERSEY STATE COMPTROLLER

Contractors/vendors doing business with the ESCNJ are reminded of the following legal requirements pertaining to the Office of the New Jersey State Comptroller:

C. Access to Relevant Documents and Information—N.J.S.A. 52:15C-14 (d)

Private vendors or other persons contracting with or receiving funds from a unit in the Executive branch of State government, including an entity exercising executive branch authority, independent State authority, public institution of higher education, or unit of local government or board of education shall upon request by the State Comptroller provide the State Comptroller with prompt access to all relevant documents and information as a condition of the contract and

CONTRACTOR/VENDOR REQUIREMENTS—OFFICE OF THE NEW JERSEY STATE COMPTROLLER - continued

receipt of public monies. The State Comptroller shall not disclose any document or information to which access is provided that is confidential or proprietary. If the State Comptroller finds that any person receiving funds from a unit in the Executive branch of State government, including an entity exercising executive branch authority, independent State authority, public institution of higher education, or unit of local government or board of education refuses to provide information upon the request of the State Comptroller, or otherwise impedes or fails to cooperate with any audit or performance review, the State Comptroller may recommend to the contracting unit that the person be subject to termination of their contract, or temporarily or permanently debarred from contracting with the contracting unit.

D. Maintenance of Contract Records—N.J.A.C. 17:44-2.2

Relevant records of private vendors or other persons entering into contracts with covered entities are subject to audit or review by OSC pursuant to N.J.S.A. 52:15C-14(d).

The contractor/vendor to whom a contract has been awarded shall maintain all documentation related to products, transactions or services under this contract for a period of five years from the date of final payment. Such records shall be made available to the New Jersey Office of the State Comptroller upon request.

D. Renewal of Contract; Services

The ESCNJ may, at its discretion, request that a contract for services be renewed in full accordance with N.J.S.A. 18A:18A-42. The ESCNJ may negotiate terms for a renewal of contract proposal and present such negotiated proposal to the Board. All multi-year contracts and renewals are subject to the availability and appropriation annually of sufficient funds as may be needed to meet the extended obligation.

The ESCNJ is the final authority in awarding renewals of contracts.

DEBARMENT, SUSPENSION, OR DISQUALIFICATION

The ESCNJ will not enter into a contract for work with any person, company or firm that is on the State Department of Labor and Workforce Development; Prevailing Wage Debarment List, or the State of New Jersey Consolidated Debarment Report (<https://www.state.nj.us/treasury/revenue/debarment/index.shtml>).

All bidders are required to submit a sworn statement indicating whether or not the bidder is, at the time of the bid, included on the State Department of Labor and Workforce Development; Prevailing Wage Debarment List or the State of New Jersey Consolidated Debarment Report, or the Federal Debarred Vendor List—Excluded Parties List System—System for Award Management—SAM.gov

MADISON

IRAN DISCLOSURE OF INVESTMENT ACTIVITIES N.J.S.A. (18A:18A-49.4)

The ESCNJ, pursuant to N.J.S.A. 18A:18A-49.4, shall implement and comply with Public Law 2012, c.25, Disclosure of Investment Activities in Iran—N.J.S.A. 52:32-55 et seq.

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete a certification attesting, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification.

If the ESCNJ determines that a person or entity has submitted a false certification concerning its engagement in investment activities in Iran under section 4 of P.L.2012, c.25 (C.52:32-58), the ESCNJ shall report to the New Jersey Attorney General the name of that person or entity, and the Attorney General shall determine whether to bring a civil action against the person to collect the penalty prescribed in paragraph (1) of subsection a. of section 5 of P.L.2012, c.25 (C.52:32-59).

In addition, bidders must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes on the lower portion of the enclosed form.

The ESCNJ has provided within the specifications, a Disclosure of Investments Activities certification form for all persons or entities, that plan to submit a bid, respond to a proposal, or renew a contract with the ESCNJ, to complete, sign and submit with the proposal.

Failure to complete, sign and submit the Disclosure of Investment Activities in Iran form with the bid/proposal shall be cause for rejection of the bid or proposal.

PREVAILING WAGES

Where applicable, all vendors must adhere to NJ State Prevailing Wage laws; All subcontractors named in this bid understand the requirements of the subcontractor to pay prevailing wages in full accordance with the law, where applicable.

STATEMENT OF OWNERSHIP N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

No business organization, regardless of form of ownership, shall be awarded any contract for the performance of any work or the furnishing of any goods and services, unless, prior to the receipt of the bid or accompanying the bid of said business organization, bidders shall submit a statement ^{WI} setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

The included Statement of Ownership shall be completed and attached to the bid proposal. This requirement applies to all forms of business organizations, including, but not limited to, corporations and partnerships, publicly-owned corporations, limited partnerships, limited liability corporations, limited liability partnerships, sole proprietorship, and Subchapter S corporations. **Failure to submit a disclosure document shall result in rejection of the bid as it cannot be remedied after bids have been opened.**

Not-for-profit entities should fill in their name, check the not-for-profit box, and certify the form. No other information is required.

WFE Enterprises

4810 Forest Run Rd Madison, WI 53704

APPENDIX A RETURN WITH BID
AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the Educational Services Commission of New Jersey (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. S12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Company Demco, Inc
Signature Kristopher L. Snow

Name Kristopher L Snow
Title Contracts Facilitator

ASSURANCE OF COMPLIANCE – RETURN WITH BID

Contact with Students

There may be times during the performance of this contract, where a contracted service provider may come in contact with students of the school district. The district fully understands its obligation to provide to all students and staff members, a safe educational environment. To this end, the district is requiring all bidders to sign a statement of Assurance of Compliance, acknowledging the bidder's understanding of the below listed requirements and further acknowledging the bidder's assurance of compliance with those listed requirements.

Anti-Bullying Reporting--Requirement

When applicable, the contracted service provider shall comply with all applicable provisions of the New Jersey Anti-Bullying Bill of Rights Act—N.J.S.A. 18A:37-13.1 et seq., all applicable code and regulations, and the Anti-Bullying Policy of the Board of Education. In accordance with N.J.A.C. 6A:16-7.7 (c), a contracted service provider, who has witnessed, or has reliable information that a student has been subject to harassment, intimidation, or bullying shall immediately report the incident to any school administrator or safe schools resource officer, or the School Business Administrator/Board Secretary.

Criminal History Background Checks—N.J.S.A. 18A:6-7.1--Requirement

When applicable, the contracted service provider, shall provide to the school district prior to commencement of contract, evidence or proof that each employee assigned to provide services and that comes in **regular contact** with students, has had a criminal history background check, and furthermore, that said background check indicates that no criminal history record information exists on file for that worker. Failure to provide a proof of criminal history background check for any employee coming in regular contact with students, prior to commencement of contact, may be cause for breach of contract. See NJDOE Broadcast 9/9/19.

Pre-Employment Requirements

When applicable, all contracted service providers, whose employees have **regular contact with students**, shall comply with the Pre-Employment Requirements in accordance with New Jersey P.L. 2018 c.5, N.J.S.A. 18A:6-7.6 et seq. Contracted service providers are to review the following New Jersey Department of Education Office of Student Protection—Pre-Employment Resource P.L. 2018 c.5 link below for guidance and compliance procedures.

<https://www.nj.gov/education/crimhist/preemployment/>

Name of Company Demco, Inc

Name of Authorized Representative Kristopher L Snow, Contracts Facilitator
Signature Kristopher L. Snow Date 9-13-21

RETURN WITH BID

Educational Services Commission of New Jersey Business Office

1660 Stelton Road, Floor 2
Piscataway, New Jersey 08854

Chapter 271 Political Contribution Disclosure Form

(Contracts that Exceed \$17,500.00)

**Sworn Contractor Certification; Qualifications and Credentials
(Bidder's Certification) - RETURN WITH BID**

Pursuant to N.J.S.A. 18A:7G-37, a pre-qualified contractor seeking to bid school facilities projects, and any subcontractors, that are required to be named under N.J.S.A. 18A:7G-1 et seq. shall, as a condition of bidding, submit this Sworn Contractor Certification regarding qualifications and credentials.

I Kristopher L Snow, Contracts Facilitator Authorized Agent the principal owner or officer of the company certify that the forgoing statements are true and our firm has the following qualifications and credentials:

1. A current, valid certificate of registration issued pursuant to "The Public Works Contractor Registration Act," N.J.S.A. 34:11-56:48 et seq. A copy of which is submitted with its bid;
2. A current, valid Certificate of Authority to perform work in New Jersey issued by the Department of Treasury, a copy of which is submitted with its bid;
3. A current valid contractor trade license required under applicable New Jersey Law for any specialty trade or specialty area in which the firm seeks to perform work, a copy of which is submitted with its bid;
4. During the term of the project, I as principal owner or officer of the company or corporation, as contractor, will have in place a suitable quality control and quality assurance program and appropriate safety and health plan.
5. Certify that, at the time of bidding, the amount of the bid proposal and value of all of its outstanding incomplete contracts does not exceed the firm's existing aggregate rating limit.

Name of Company Demco, Inc

Authorized Agent
Name of Owner or Officer Kristopher L Snow

Authorized Agent
Signature of Owner or Officer Kristopher L. Snow

Notarized before me this 13th day of September, 2021


NOTARY PUBLIC SIGNATURE

Month Kailyn Marie Keene Year
Print Name of Notary Public

My commission expires 3 28, 2028
Month Day Year

-SEAL-





RETURN WITH BID

State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION
33 W. STATE STREET
PO BOX 034
TRENTON, NEW JERSEY 08625-0034

REPLY TO:
TEL: (609) 943-3400
FAX: (609) 292-7651

TOTAL AMOUNT OF UNCOMPLETED CONTRACTS

(This form is to be used with the NOTICE OF CLASSIFICATION when submitting bids to the ESCNJ.) I certify
that the amount of uncompleted work on contracts is \$ \$0

The amount claimed includes uncompleted portions of all currently held contracts from all sources (public and
private) in accordance with N.J.A.C. 17:19-2.13.

I further certify that the amount of this bid proposal, including all outstanding incomplete contracts does not
exceed my prequalification dollar limit.



Affix
corporate
seal here

Sworn to and Subscribed before me

This day 13 of September 2021
Notary Public Kailyn Marie Keene

DPMC 701 (3/15)

Demco, Inc

Name of Firm

Kailyn L. Keene

Signature

Contracts Facilitator

Title

4810 Forest Run Rd.

Madison, WI 53704

Address

866.558.9068

Phone

KAILYN MARIE KEENE
Notary Public
State of Wisconsin

Vendor Contact Form - RETURN WITH BID

This page should be included in your electronic file in Word format

so that we can copy and paste into our website.
Please do not handwrite the information; type it in.

If you are awarded a contract with the ESCNJ, we will post this contact sheet on our website for members to contact. Please complete and include with your bid package. List the individual(s) who will be best equipped to handle calls from our 1,300+ members and have knowledge of your award.

Bid	Title of Bid: AEPA 022-A Furniture Bid # C10903
Vendor	Demco, Inc
Representative	Kristopher L Snow
Address	4810 Forest Run Rd., Madison, WI 53704
Telephone #	866.558.9068
Fax #	888.320.0288
Email	contracts@demco.com
Website	www.demco.com

NEW JERSEY REQUIRED DOCUMENTS CHECKLIST – RETURN WITH BID			
1.	Affirmative Action Construction Contracts Acknowledgement and Total Work Force/Employee AA201	15.	NJ School Development Authority Prequalification
2.	Americans with Disabilities Act of 1990	16.	Non-Collusion Affidavit Notarized and Sealed
3.	Assurance of Compliance	17.	Pre-Qualification Affidavit (Projects over \$20,000 in accordance with N.J.S.A. 18A:18A-26 et. seq.)
4.	Certificate of Authority	18.	Prevailing Wage Certification
5.	Certificate of Insurance with the Educational Services Commission of New Jersey named as the certificate holder with Bid Title and Bid # (Upon award)	19.	Request for Clarifications Form
6.	Chapter 271 Political Contribution Disclosure Form	20.	Respondent Comment Form – Optional
7.	Dealer/Subcontractor Documents if applicable	21.	Statement of Ownership (Ownership Disclosure Certification)
8.	Disclosure of Investment Activities in Iran Form	22.	Statement of Suspension or Debarment Notarized & Sealed
9.	DPMC Notice of Classification Form	23.	Sub-contractor's Disclosure Form(s)
10.	Equipment Certification	24.	Sworn Contractor Certification; Qualifications and Credentials
11.	Exhibit B Mandatory Equal Employment Opportunity Language Construction Contracts	25.	Total Amount of Uncompleted Contracts Form-Certified (DPMC Form 701)
12.	Licenses	26.	Vendor Contact Form
13.	New Jersey Business Registration Certificate **(Received no later than the time of award)	27.	W-9 Form
14.	New Jersey Public Works Contractor Certificate		
Signature: <u>Matthew L. Horan</u> Please sign above indicating that you have included all of the required New Jersey documents on this checklist and return this checklist with your bid package.			

Part D - Questionnaire

AEPA 022

Furniture

Instructions

This questionnaire contains forms and requests for information required by AEPA for vendor evaluation for responsiveness and responsibility.

To submit the required forms, follow these steps:

1. Read the documents in their entirety.
2. Respondents must use Part D – Questionnaire to its capacity. Attached exhibits and/or supplemental information should be included only when requested.
3. Complete all questions.
4. Save all pages in the correct order to a single PDF format titled "***Part D – Questionnaire – Name of Company***".
5. Submit Part D, along with other required documents in Public Purchase.

The following sections will need to be completed prior to submission and submitted as one single PDF titled "Part D – Questionnaire – Name of Company":

[**Company Information**](#)

[**Service Questionnaire**](#)

[**Exceptions**](#)

[**Deviations**](#)

Company Information

Name of Company: Demco, Inc

Company Address: 4810 Forest Run, Rd

City, State, zip code: Madison, WI 53704

Website: www.demco.com

Contact Person: Kristopher L Snow

Title: Contracts Facilitator

Phone: 608-220-9392

Email: contracts@demco.com

Background

Note: Generally, AEPA will not accept an offer from a business that is less than five (5) years old or which fails to demonstrate and/or establish a proven record of business. If the respondent has recently purchased an established business or has proof of prior success in either this business or a closely related business, provide written documentation and verification in response to the questions below. AEPA reserves the right to accept or reject newly formed companies based on information provided in this response and from its investigation of the company.

This business is a: public company privately owned company

In what year was this business started under its present name? 1905

Under what additional, or, former name(s) has your business operated?

Is this business a corporation? No Yes. If yes, complete the following:

Date of Incorporation: October 1978

State of Incorporation: Wisconsin

Name of President: Chad Edwards

Name(s) of Vice President(s): Kurt Ballweg - VP Finance, Marc Helmer - VP Operations

Name of Treasurer: Megan Roundy - Chief Financial Officer

Name of Secretary:

Is this business a partnership? No Yes. If yes, complete the following:

Date of Partnership:

State Founded:

Type of Partnership, if applicable:

Name(s) of General Partner(s):

Is this business individually owned? No Yes. If yes, complete the following:

Date of Purchase:

State Founded:

Name of Owner/Operator:

Is this business different from those identified above? No Yes

If yes, describe the company's format, year and state of origin and names and titles of the principles below.

Is this business women-owned? No Yes

**STREET ADDRESS**

4810 Forest Run Road
Madison, WI 53704
WEB ADDRESS: demco.com

MAILING ADDRESS

PO Box 7488
Madison, WI 53707-7488

REMITTANCE ADDRESS

PO Box 8048
Madison, WI 53708-8048

DEMCO SOFTWARE

PO Box 8774
Madison, WI 53708-8774
Website: demcosoftware.com

PHONE NUMBERS

Ordering	Toll-Free	Fax
Customer Success	800-356-1200	800-245-1329
Accounting	800-962-4463	877-800-5917
Demco Interiors	800-752-7614	800-417-7614
Inside Sales	800-747-7561	800-730-8094
Contracts	800-462-8709	888-329-4728
Demco Software	866-558-9068	888-320-0288
	866-434-5098	

Fax

800-245-1329
877-800-5917
800-417-7614
800-730-8094
888-329-4728
888-320-0288

Email Address

order@demco.com
custserv@demco.com
billing@demco.com
inquiries@demco.com
quote@demco.com
contracts@demco.com
softwaresales@demco.com

CORPORATE OFFICERS

Chad Edwards	President
Marc Helmer	Vice President, Operations
Kurt Ballweg	Vice President, Finance & Human Resources

OWNER

Wall Family Enterprise, Inc.	4810 Forest Run Road	Madison, WI 53704	608-241-1201
Bill Hess	COO		
Cage Code:	78F25		

BUSINESS CATEGORY

Demco Inc. offers a full range of furniture, equipment, and supplies used in schools and libraries. An annual full-line catalog is published annually and is available in January.

Demco Inc. has been in business under the current ownership since October 1978; we have been serving schools and libraries since 1905.

STATE OF INCORPORATION	Wisconsin	FEDERAL ID#	39-1311089
NUMBER OF EMPLOYEES	200	DUNS	00-6552483

Demco Inc. is not a small business under the U.S. Small Business Administration definition.

TRADE REFERENCES

ACCO Brands	1-847-484-4229	Account #1893
Bayscan Technologies	1-877-229-7226	
Community Seating	1-800-622-5661	Account #5370701
Bretford Manufacturing, Inc	1-800-521-9614	Account #1009

INSIDE SALES DEPARTMENT CONTACT INFORMATION

Zack Becker (AR, IN, KY, LA, MD, ME, MI, NH, VT)	1-800-462-8709, ext. 7221
Linda Buchholz (TX)	1-800-462-8709, ext. 7247
Manuel Diaz (AL, FL, GA, MS)	1-800-462-8709, ext. 7237
McKenzie Encarnacion (CT, DC, DE, MA, NJ, RI, WV)	1-800-462-8709, ext. 7259
Lisa Heinen (AZ, CA)	1-800-462-8709, ext. 7186
Riley Moore (NC, SC, TN, VA)	1-800-462-8709, ext. 7261
Kim Satterlee (AK, CO, ID, KS, MT, ND, NE, NM, NV, OK, OR, SD, UT, WA, WY)	1-800-462-8709, ext. 7407
Alli Starry (HI, IA, IL, MN, MO, WI)	1-800-462-8709, ext. 2396
Emily Wagner (NY, OH, PA)	1-800-462-8709, ext. 7252

CONTRACT DEPARTMENT CONTACT INFORMATION

Kristopher Snow 1-866-558-9068 ext. 7228

PAYMENT TERMS: Net 30 days

Warehouse Space: 150,000 Sq Ft

Office Sp: 42,500 Sq Ft

NAICS CODES: 423490; 339999; 454113; 337127; 337211; 337214

NIGP CODES: 420, 525, 125, 425, 615, 785, 832, 880

SIC/UNSPSC CODES: 2531, 2599, 2522

CAGE CODE: 09130

Is this business minority-owned? No Yes

Does this business have an Affirmative Action plan/statement? No Yes

Business Headquarter Location

Business Address 4810 Forest Run Rd
City, State, zip code Madison, WI 53704
Phone 608-220-9392
How long at this address? 23 years

Business Branch Location(s)

Branch Address N/A
City, State, zip code
Branch Address
City, State, zip code
Branch Address
City, State, zip code
Branch Address
City, State, zip code

**If more branch locations exist, insert information here or add another sheet with the above information.*

Sales History

Provide your business's annual sales for in the United States by the various public segments.

	2019	2020	2021 YTD
K-12 (public & private), Educational Service Agencies	\$49,470,000	\$42,652,00	\$47,563,000
Higher Education Institutions	\$4,684,000	\$2,608,000	\$2,636,000
Counties, Cities, Townships, Villages	\$24,443,000	\$20,788,000	\$17,399,000
States	N/A	N/A	N/A
Other Public Sector & Non-profits	\$6,190,640	\$4,437,000	\$3,809,000
Private Sector	N/A	N/A	N/A
Total			

Provide your business's annual sales for **products and services that meet this solicitation's scope of work** in the United States by the various public segments.

	2019	2020	2021 YTD
K-12 (public & private), Educational Service Agencies	\$23,296,000	\$16,375,000	\$27,7268,000
Higher Education Institutions	\$1,502,000	\$480,000	\$717,000
Counties, Cities, Townships, Villages	\$7,457,642	\$5,613,000	\$5,870,000
States	N/A	N/A	N/A
Other Public Sector & Non-profits	\$2,230,000	\$1,220,000	\$1,371,000
Private Sector	N/A	N/A	N/A
Total			

Work Force

Key Contacts and Providers: Provide a list of the individuals, titles, and contact information for the individuals who will provide the following services on a national and/or local basis:

Function	Name	Title	Phone	Email
Contract Manager	Kristopher L Snow	Contracts Facilitator	866.558.9068	contracts@demco.com

Sales Manager	Kyle Severson	Senior Consultative Sales Manager	800.747.7561 x 7187	kyleS@demco.com
Customer & Support Manager	Michael J Wygocki	Executive Director of Customer Services	888.211.3072	contracts@demco.com
Distributors, Dealers, Installers, Sales Reps	See attached			
Consultants & Trainers	N/A			
Technical, Maintenance & Support Services	N/A			
Quotes, Invoicing & Payments	Customer Service Represetnative	Customer Service Represetnative	800.962.4463	Custserv@demco.com
Warranty & After the Sale	Customer Service represetnative	Customer Service represetnative	800.962.4463	Custserv@demco.com
Financial Manager	Billing Specialist	Billing Specialist		

Sales Force: Provide total number and location of salespersons employed by your business in the United States by completing the following: *(To insert more rows, hit the tab key from the last field in the State column.)*

Number of Sales Reps	City	State
See attached	Varies	Varies

Describe how your company will implement training and knowledge of the contract with your respective sales force. Furthermore, describe how your company plans to support and train your sales force on a national, regional, or local level and generally assist with the education of sales personnel about the resulting contract.

The AEPA contract really needs no introduction to the sales team with Demco. After the contract is awarded, Demco will create and maintain a contract summary sheet consisting of all the pertinent information on the contract guidelines under the award as well as the product lines for each Sales Representative. At the first sales meeting after an award, we would update our Sales group with the information on of the contract award. Training and feedback will also be done on a as needed basis. Our internal staff will also have complete information and will be educated on the details of the AEPA contract through training sessions and periodic updates so that they can support customers and our field representatives appropriately.

What is your company's plan, if your company were awarded the contract, to service up to 29 states. Describe if your company has a national sales force, dealer network, or distributor(s) with the ability to call on eligible agencies in the participating states in AEPA.

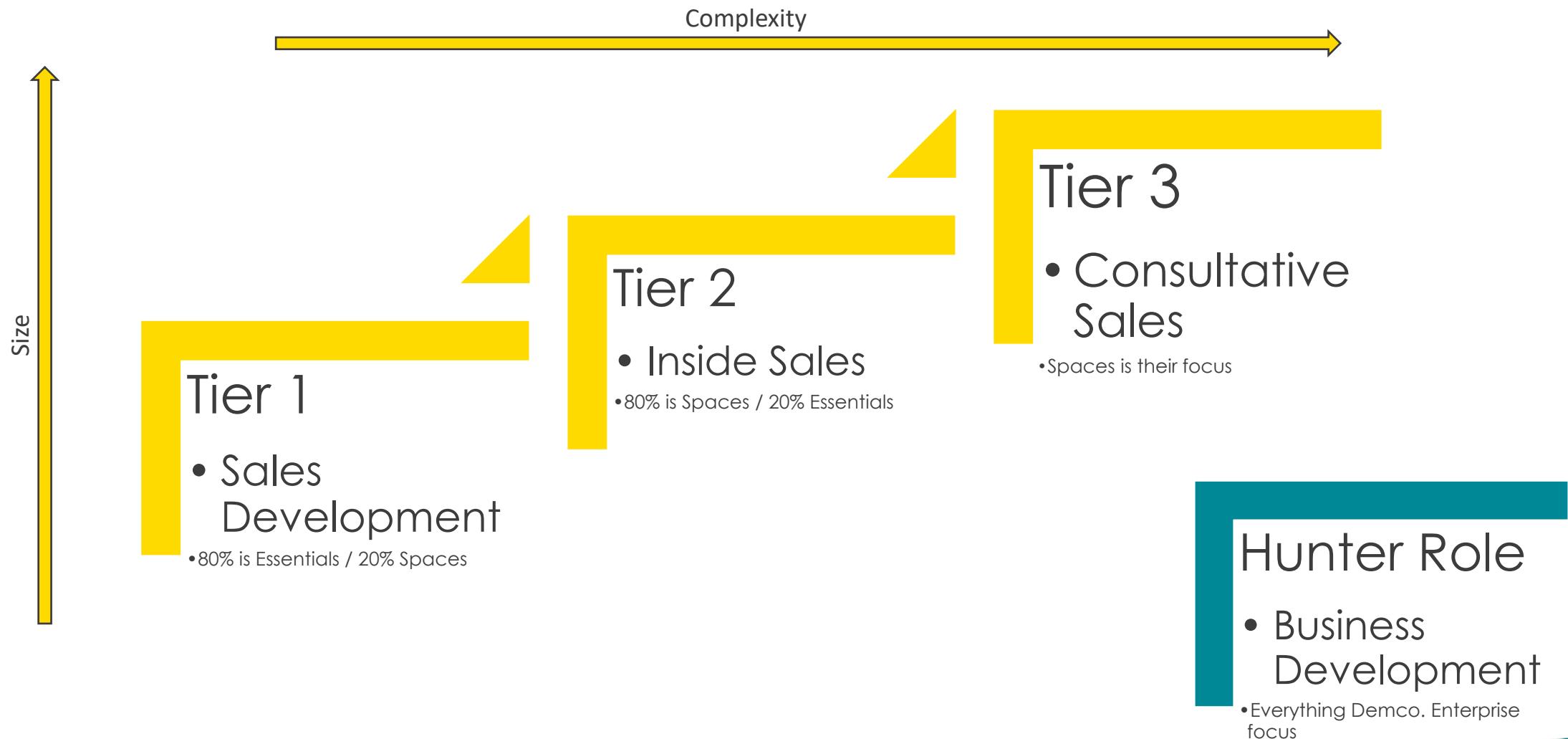
Demco works closely with Manufacturers to offer full school solutions. We can work with customers on single purchases to whole solutions. Our design team will work with the members to layout and design entire classroom and/or schools. Our installation coordinator will work with the shipping companies and the installation team to arrange for bulk shipments to arrive at the time and place they are needed. Demco uses a network of installers through out the US. These installers are managed by our Installation Coordinator Bruce Hutchinson. Demco has our own Sales Force. Our Regional Representatives and knowledgeable internal staff are available every step of the way. They will work tirelessly with you to keep implementation, orders and budgets on track.

Products, Services & Solutions

Provide a description of the Products, Services & Solutions to be provided by the product category set forth in Part B - Specifications. The primary objective is for each Supplier to provide its complete product, service, and solutions offerings that fall within the scope of this solicitation so that participating agencies may order a range of products as appropriate for their needs.

AEPA members can rest assured that Demco is the right organization to provide Classroom Supplies, Equipment & Furniture. Your members receive great value without risk. Our belief is to add value to every product we offer customers and to make interactions with us rewarding and

Sales Team Overview



Sales Development Specialist Team



Don Hazlett

Sales Development Supervisor

Ext 4526

Dawn Johnson

Sales Development Specialist

Ext 7189

Lee Gumienny

Sales Development Specialist

Ext 7230

Tom Nightoak-Wood

Sales Development Specialist

Ext 7121

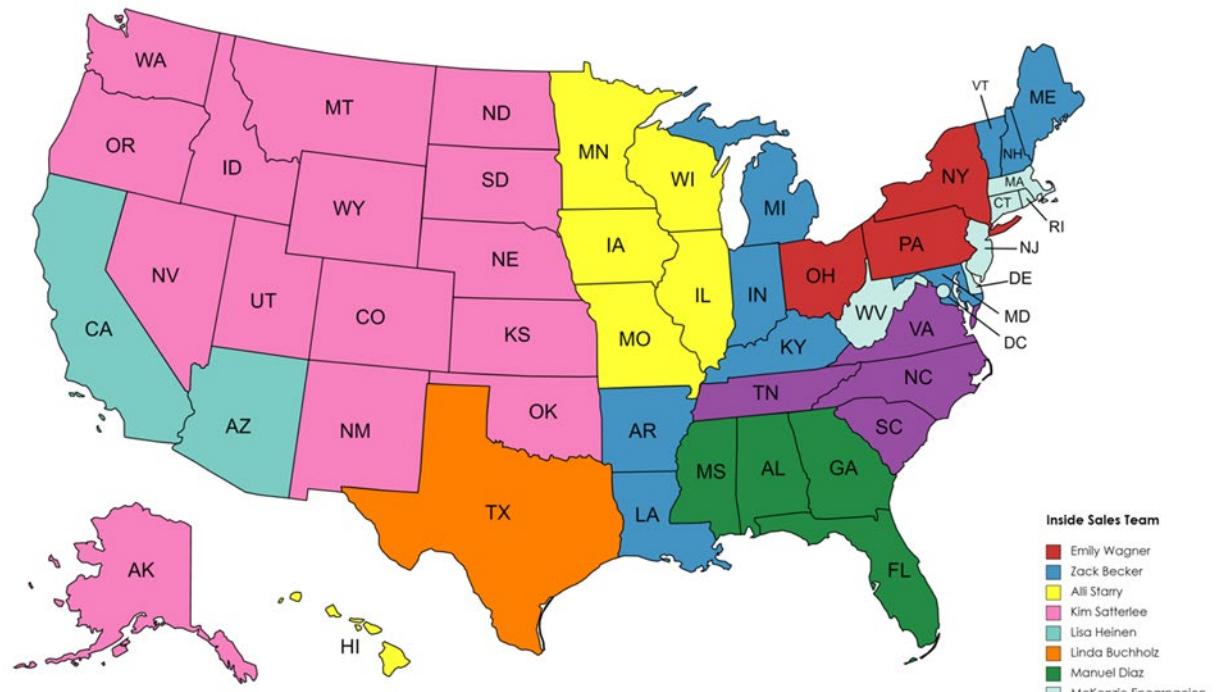
Michael Gay

Sales Development Specialist

Ext 8982

Inside Sales Team

Call the team toll free:
(800) 462-8709



Emily
ACD 2180
Ext 7252



Zack
ACD 2185
Ext 7221



Alli
ACD 2755
Ext 2396



Kim
ACD 2760
Ext 7407



Lisa
ACD 2825
Ext 7186



Linda
ACD 2820
Ext 7247



Manuel
ACD 2750
Ext 7237



McKenzie
ACD 2785
Ext 7259



Riley
ACD 2175
Ext 7261

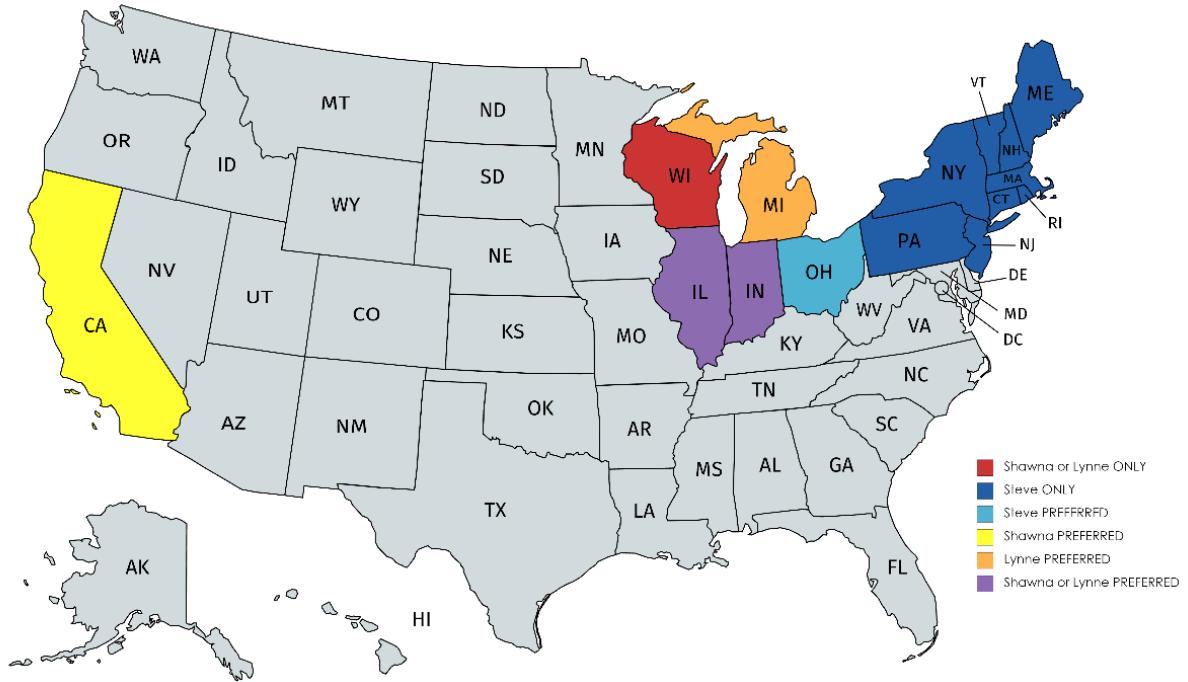


Steven Massey
Inside Sales Manager
(608) 242-2388
stevenm@demco.com

Consultative Sales Team

Large Furniture Projects

Note: areas in grey are evenly distributed amongst the team



Shawna Ley
(Corporate Office)
Shawnal@demco.com
(888) 542-6975



Lynne Gruneberg
(Corporate Office)
Lynneg@demco.com
(608) 242-2374

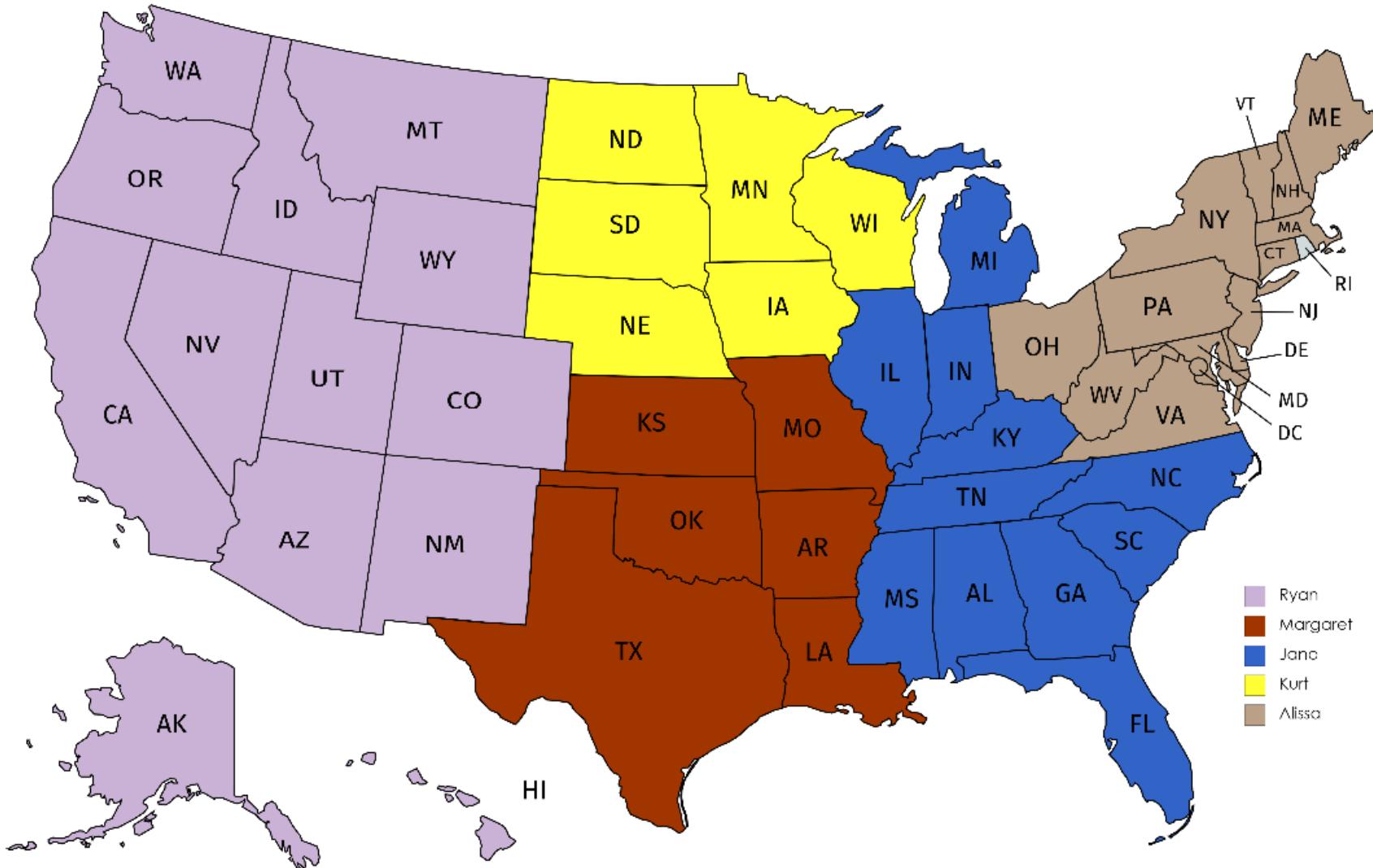


Steve Scicchitano
(Clay, NY)
SteveS@demco.com
(800) 858-2720

Kyle Severson
Sales Manager
kyles@demco.com
(608) 242-4527



Business Development Team: Developing New Opportunities



Alissa Bush
Aurora, OH
alissab@demco.com
(608) 906-7179



Jane Chronister
Holt, MI
janec@demco.com
(517) 242-7512



Kurt Zastrow
Biz Dev Mgr
Corporate Office
kurtz@demco.com
(608) 242-2358



Margaret Sylvester
Plano, TX
margarets@demco.com
(972) 520-1949



Ryan Schissler
Irvine, CA
ryans@demco.com
608-241-8563

satisfying. From our perspective, libraries' and schools' work is paramount in shaping our society. As such, we have a strong, self-imposed mandate to best serve these markets, and foster learning and education. With Demco, Aepa members gain the strength of a diverse family of products and services — all focused on your success. We've harnessed a unique collection of capabilities to provide solutions based on the evolving opportunities facing libraries today and in the future. From supplies to innovative library spaces, we're here to help you create an imaginative learning environment that is full of possibilities. With an extensive family of solutions, Demco offers the best selection of leading-edge products, resources, services and supporting technologies to meet AEPA Members' current and future needs. Plus, with an ever-growing network of suppliers and over 4,000 new products added in the last year, Demco is well positioned to continue offering the broadest selection of products at great prices. Our position in the industry, dedication and company size also give us the resources to undertake initiatives to better serve customers. From proprietary Demco product lines to developing new products based on customer input, you gain access to customized and proven solutions otherwise unavailable to you in the marketplace.

If offering Design Services in your response, describe how the process works between your company and the customer.

Drawing on over 100 years of experience serving libraries and education communities, Demco offers a complete range of interior services that are tailored to suit all sizes and types of projects, from small focused remodels to complete K12 school environments. For all project sizes, a needs assessment is available with one of our Interior Solution Consultants or Inside Sales Specialists, so we can fully understand your vision, priorities and spatial requirements. Once we understand your needs and goals, we can then recommend the right services to solve your problem and support your space. Our interior experts will provide product guidance and recommendations, ensuring we are providing the best solutions for your space. Based on your needs our Interior experts can also provide color, fabric and finish guidance. Demco provides a wide range of design tools to help provide design guidance for many different types of spaces. Our virtual environments provide preconfigured spatial solutions for Classrooms, Learning Commons, Makerspaces and Community Rooms. All our Virtual Tours are available on line at <https://www.demco.com/shop-by-space/virtual-tours>. Other design tools are available on line or by request. At the discretion of our Interior Solution experts, some spaces may require a dedicated Interior Design resource. Our Interior Design team is available to provide a range of complimentary design services, from simple 2D drawings to ensure product fit to 3D and full Virtual Reality renderings for larger projects. Design Services outside the scope of complimentary will be invoiced at \$100 per hour. Once a final solution is determined we will provide a full project quotation containing your product solutions, any related color, fabric and finish selections and associated freight, delivery and white glove/installation costs. A designated project coordinator will review and acknowledge your order, place orders with our vendor partners and provide shipment confirmations and order tracking.

Distribution

Describe how your company proposes to distribute the products and services nationwide, regionally, or at the local level.

Demco uses common carriers as a method of distribution. Items that are stocked in our Deforest Distribution center will ship with in 2-3 days of receiving the order. Please allow 7-10 Business days to arrive at the delivery location. Demco works with vendors and manufacturers to Drop ship larger items that are not stocked by Demco. Drop ship items are made to order. Lead times will be discussed at the time of the order and can range from 2-12 weeks ARO, depending on the manufacturer.

Service/Support and Distribution Centers: Provide the type (service/support or distribution) and location of centers that support the United States by completing the following: *(To insert more rows, hit the tab key from the last field in the State column.)*

Center Type	City	State
Distribution Center/Warehouse	Deforest	WI

Describe the criteria and process by which your company selects and approves subcontractors, distributors, installers, and other independent services.

Demco selects their installers based on location and skill set.

Provide a list of current subcontractors, distributors, installers, and other independent service providers who are contracted to perform the type of work outlined in this solicitation in the member agency states. Include, if applicable, contractor license or certificate information and the state(s) wherein they are eligible to provide services on behalf of the business.

See attached list of Installers

If applicable, describe your company's ability to do business with manufacturer/dealer/distribution organizations that are either small or MWBE businesses as defined by the Small Business Administration.

Demco base our product offering on the Market demand and maintain in our database information on the status of our vendors regarding their status of Small, Women and/or Veteran Owned. Annually we reconfirm with all our vendors any status change of M/WBE status. Our everyday business practices see a 24% SBE participation against our overall business. This includes all direct and indirect costs.

If applicable, describe other ways your company can be sensitive to a participating agencies desire to utilize local and/or MWBE companies, such as the number of local employees and offices with a geographic region, companies your firm uses that may be local (i.e. delivery company), your own company's diversity of owner employees, etc.

Demco, Inc. will continue to make every effort to ensure that small business enterprise concerns will have an equitable opportunity to compete for subcontracts. These efforts include, but are not limited to, the following activities: Contacting minority and small business trade associations, Contacting business development organizations, Attending small, minority, and women-owned small business procurement conferences and trade fairs, Establishing, maintaining and using small, small disadvantaged, and women- small business source lists, guides and other data for soliciting subcontracts, Monitoring activities to evaluate compliance with the SBE requirements.

If applicable, provide details on any products or services being offered by your company where the manufacturer or service provider is either a small or MWBE business as defined by the Small Business Administration. Provide product/service name, company name and small/MWBE designation.

N/A

Marketing

Key Marketing Contact(s): List the name(s), title(s) and contact information of the business's key national and regional marketing office(s). *To insert more rows, hit the tab key from the last field in the Email column.*

Name	Title	Phone	Email
Kristopher L Snow	Contracts Facilitator	866.558.9068	contracts@demco.com

Describe how this business marketed its products and services to schools, nonprofit organizations, and other public sector audiences in Fiscal Year 2019– 2020 (July 1 – June 30). List all conventions, conferences, and other events at which this company exhibited.

To help all the AEPA members take advantage of contract discounts from Demco, we offer several ways to support your communication efforts. Website - Demco's e-commerce site — demco.com — is the fastest and easiest way to order library and school supplies. Once your members create an account, their contract discount will automatically be activated and applied to items they add to their shopping cart. Please see the enclosed Website Features document for more details about online ordering. Our newly redesigned shopping cart makes shopping enjoyable and rewarding for your members. Below are several highlights of Demco's website. • Enhanced imagery to display at a glance the products in the cart. • Ability to edit your product selections in the cart, reducing clicks to make changes. • Sale and contract pricing shown in a "was/now" format to show the great deals you get. • Status of each product in your cart. • YOU SAVED! Feature highlights the breakdown of savings by contract, sale or promotional discount. • ESTIMATE YOUR SHIPPING button to calculate how much shipping will be. Direct Mail - Demco produces an annual full line catalog, as well as several sale catalogs throughout the year. All of our catalogs contain a reminder message for customers who have an active contract with Demco. Email - Customers who opt into receiving emails from Demco will receive emails each month that alert them to specials, new products, and informational content about trends affecting libraries and schools. Sales Team - We work tirelessly with all stakeholders to ensure your contract does exactly that. Regional representatives and knowledgeable internal staff are available every step of the way. And your contract rollout project isn't finished until every element is completed to your satisfaction. Our

DLI Installer Information										
Vendor #	DEMCO Product Number	State	Zip	City	Company	Contact	Office Phone	Cell	Email	States
700601	00000260	AZ	85260	Scottsdale	Modular Systems Inc.	Harold or Larry	480-922-0294		HARRY@MODULARSYSTEMSINC.COM	AZ and NV
700270	00000480	CA	93727	Fresno	California Valley Construction	Kirby Dickson	559-291-4370	559-352-6363	calvalconstruction@sbcglobal.net	CA
700803	00000440	CA	90670	Santa Fe Springs	Universal Moving & Storage	Araceli Merino	562-229-0773		'universal.moving@netzero.com'	S CA only + LAUSD
700905	00000850	NY	11220	Brooklyn	Alliance Transfer	John Araro	718-567-8100	646-761-7460	jarato@alliancetransfer.com	NY
700585	00000900	OH	45069	Cincinnati	Planes Logistics	Taylor Powell	513.759.7156	513-903-7848	towell@planeslogistics.com	Nationwide
701203	00000680	WA	98203	Everett	Accurate Installation & Design	Mark Humphrey	425-330-8799		Marchumphrey@comcast.net	WA
700312	00000920	WI	53532	DeForest	A&M Business Interiors	Mat Grassechi	606-616-2675		Mat.Grasseschi@Ambis.com	WI, IL, MN

professional staff will work tirelessly with you to keep implementation, orders, and budgets on track.

Due to COVID Demco is not planning on attending

Describe how your company will market the resulting contract to eligible Member Agencies. Describe how your company differentiates the new agreement from existing contracts that your company may hold today. Please be specific and detailed in your response.

Click or tap here to enter text.

Cooperative Marketing. Describe ways in which your company will collaborate with AEPA Member Agencies in marketing the resulting contract. Submit any supplemental materials as PDFs and title it Exhibit B – Marketing Plan.

- Process on how the contract will be launched to current and potential agencies.
- The ability to produce and maintain in full color print advertisements in camera-ready electronic format, or electronic advertisements, including company logos and contact information.
- Anticipated contract announcements, planned advertisements, industry periodicals, other direct or indirect marketing activities promoting the AEPA awarded contract.
- How the contract award will be displayed/linked on the Respondent's website.

Demco can provide a template for AEPA to print half page bookmarks that provide the contract discount details, how-to-order guidance, background information about Demco, and why purchasing furniture through us helps your members. Should your organization wish to promote your Demco contract discount, you can request for us to design custom print ads or online banner ads that you can use in your communications to help members learn about the valuable savings they receive through Demco. Demco will add the AEPA contract to the list of Nationally held contracts for our customer's easy reference. We will include a link to the AEPA website for reference on how to join.

Environmental Initiatives

Describe how your products and/or services support environmental goals.

Doing the "right thing" is engrained in Demco's DNA. We recognize that business success goes hand-in-hand with ethical practices, eco-consciousness and community citizenship. We believe that our business is dependent on meeting the needs of customers without endangering employees or compromising the natural environment. As a result, we aim to minimize our impact on communities, natural habitats and resources.

Indicate if your company has any products in your offering that have any third-party environmental certifications.

N/A

Describe the business's "green" objectives (i.e. LEED, reducing footprint, etc.).

Demco has an aggressive recycling plan covering all corrugated products, paper, plastic and metals within our office and manufacturing/distribution facilities. Computer components are donated to organizations that rebuild and distribute them to individuals and agencies. Monitors are stripped down and properly disposed in accordance with local regulations. The lighting within our manufacturing and distribution facility has been changed from metal halide bulbs to energy efficient T5 fluorescent bulbs. These bulbs provide better light, enhancing employee productivity and safety. Office lighting has been changed from T12 bulbs to energy-saving T8s to reduce our energy consumption. All conference rooms, restrooms, storage and dock areas have been outfitted with motion or audio sensors so that these areas are only illuminated when people are present. Programmable thermostats allow better control of heating and cooling energy use. For example, in the winter, we lower our buildings' operating temperature after business hours and on weekends when no one is occupying the premises. We do the reverse in summer. Computer servers are maintained in a temperature controlled environment regardless of the season. Inefficient single pane windows within our manufacturing and distribution were replaced with energy-efficient double pane versions. Our conventional, offset and flexo printing processes use plant-based, environmentally friendly inks. We have taken on an aggressive paper reduction initiative including the elimination of carbon copy forms and a higher dependence on the electronic distribution of common reports and other business data resulting in a 50% reduction in paper consumption.

Describe what percentage of your offering is environmentally preferable and what are your company's plans to improve this offering.

Doing the "right thing" is engrained in Demco's DNA. We recognize that business success goes hand-in-hand with ethical practices, eco-consciousness and community citizenship. We believe that our business is dependent on meeting the needs of customers without endangering employees or compromising the natural environment. As a result, we aim to minimize our impact on communities, natural habitats and resources.

Additional Information

Describe any/all features, advantages and benefits of your organization that you feel will provide additional value and benefit to a participating AEPA agency.

Click or tap here to enter text.

If applicable, describe your company's ability to integrate into other ecommerce sites:

Include details about your company's ability to create punch out sites and accept orders electronically (cXML, OCI, etc.).

Provide detail on where your company has integrated with a public agency's ERP (Oracle, Infor Lawson, SAP, etc.) system in the past and include some details about the resources you have in place to support these integrations. List, by ERP provider, the following information: name of public agency, ERP system used, "go live" date, net sales per calendar year since "go live", and percentage of agency sales being processed through this connection.

Demco has the ability to setup customized CXML punchouts for each member or one punchout for the AEPA Contract. This will be for orders coming through our standard www.demco.com website or out of our fullline catalog. Demco has been working with Punchouts catalogs for the 4-5 years and currently has over 50 Punchouts connections in place. We work with Eschoolmall, Equalevel, MUNIS, SciQuest, Unimarket, and other home grown system. We are expecting to do more than \$1M this year through our punchout connections. Orders for custom products are design projects can not be ordered through a punchout or ecommerce catalog.

Disclosures

Financial Health (REQUIRED): AEPA requires reports that describe the financial soundness of your organization. Accepted financial reports include balance sheets and Profit & Loss statements for the past three years (2018, 2019, 2020), a Letter of Credit or Line of Credit from a bank or lending institution indicating the line of credit limit and the average outstanding balance, Dun & Bradstreet reports, a complete Annual Financial Report (for publicly traded companies). Reports must be for the three years prior to this solicitation. Scan the report(s) into a PDF document and title as per the instructions.

For confidentiality, respondents may choose to send the report(s) by email directly to the AEPA Executive Director, George Wilson, at georgewilson.aepa@outlook.com. The reports will be held through the end of the protest period for the solicitation after which they will be destroyed. The pdf report(s) must be received by the AEPA Executive Director before the due date and time of the solicitation opening.

Legal: Does this business have actions currently filed against it?

X

No

Yes

If Yes, **AN ATTACHMENT IS REQUIRED**: List and explain current actions, such as, Federal Debarment (on US General Services Administration's "Excluded Parties List"), appearance on any state or federal delinquent taxpayer list, or claims filed against the retainage and/or payment bond for projects.

References

Provide contact information of your business's five largest public agency customers.

Agency	Name	Title	Phone Number	Email
1. See attached list				
2.				
3.				
4.				
5.				



References:

North East ISD

Patti Webster, Procurement
8961 Tesoro Drive, Suite 605
San Antonio, TX 78217-6226
Phone: 210-804-7100 x 397
Fax: 210-807-7223
pwebst@neisd.net

30 plus year of providing products for school & library operations

Hays CISD

Martha Smith, Procurement
21003 Interstate 35
Kyle, TX 78640-5397
Phone: 512-268-2141 X 6063
Fax: 512-268-0880
smithma@hayscisd.net

30 plus year of providing products for school & library operations

Ector County ISD

Albert Valencia, Director
802 N. Sam Houston, Room 17
Odessa, TX 79760
Phone: 462-456-9719
Fax: 462-456-9718
Albert.Valencia@ectorcountyisd.org

30 plus year of providing products for school & library operations.

San Antonio Independent School District

Sylvia Nix
1215 Austin St
San Antonio, TX 78208
Phone: 210-224-2781
Fax: 210-228-3173
snix@saisd.net

30 plus year of providing products for school & library operations

Modesto City Schools

Shar Scott
1424 Woodland Ave
Modesto, CA 95351
Phone: 209-595-4660
Fax: 209-576-4590
scott.s@monet.k12.ca.us

30 plus year of providing products for school & library operations



Demco, Inc.
4810 Forest Run Road
Madison, WI 53704

Mailing Address
PO Box 7488
Madison, WI 53707-7488

Phone 608-241-1201
Fax 608-241-1799
Web demco.com



Customer References for Demco, Inc.

St John's County Public Schools

40 Orange St
St. Augustine, FL 32084
Patrick Snodgrass, Director of Purchasing
Phone: 904-547-7700
Fax: 904-547-7705
Email: Patrick.snodgrass@stjohns.k12.fl.us

Anne Arundel County Public Schools

2644 Riva Rd.
Annapolis, MD 21401
William Hubbard, Lead Buyer
Phone: 410-222-5170
Fax: 410-222-5624
Email: bhubbard@aacps.org

Henrico County Public Schools

3820 Nine Mile Rd
Henrico, VA 23223
Ramona Staudenmayer, Account Clerk III
Library Services Dept.
Phone: 804-652-3708
Fax: 804-652-3616
Email: rbstaudenmay@henrico.k12.va.us

Cobb County School District

6975 Cobb International Blvd
Kennesaw, GA 30152
Jeanette Gray, Senior Buyer
Phone: 770-426-3369
Fax: 770.426.3371
Jeanette.gray@cobbk12.org
Contract # Q2017031 Library Supplies
Dates of Services: 6/96 to present
Business Volume: \$60,000 annually

Forsyth County Schools

1120 Dahlonega Hwy
Cumming, GA 30040
Trey Tryan, Purchasing Agent
Phone 770-781-6603 ext 2
Email ttryan@forsyth.k12.ga.us
Dates of Service: 12/98 to Present
Business Volume: \$29,000 annually

Henry County Schools

33 N Zach Hinton Parkway
McDonough, GA 30253
Carol Freeman, Purchasing Manager
Phone: 770-957-6601
Fax: 770-957-2825
Email: Carol.freeman@henry.k12.GA.us
Instructional Supply Discount
Dates of Service: 9/90 to present
Business Volume: \$40,000 annually



Demco, Inc.
4810 Forest Run Road
Madison, WI 53704

Mailing Address
PO Box 7488
Madison, WI 53707-7488

Phone 608-241-1201
Fax 608-241-1799
Web demco.com

Service Questionnaire

The following chart indicates which AEPA Member States intend to participate in this solicitation category. Respond to Yes/No and choice questions by using an (X). **Note: A Respondent must be willing and able to deliver the proposed products and/or services to 90% of the participating AEPA Member States.**

AEPA Member States	Participating in this category.	In which states has this company sold products/services in the past 3 years? (Place an X where applicable)	If awarded, which states does this company propose to sell in? (Place an X where applicable)	Indicate which states this company has sales reps, distributors or dealers in. (Place an X where applicable)
California	Yes	X	X	X
Colorado	Undecided	X	X	X
Connecticut	Yes	X	X	X
Florida	Yes	X	X	X
Georgia	Yes	X	X	X
Illinois	Yes	X	X	X
Indiana	Yes	X	X	X
Iowa	Yes	X	X	X
Kansas	Yes	X	X	X
Kentucky	Yes	X	X	X
Massachusetts	Yes	X	X	X
Michigan	Yes	X	X	X
Minnesota	Yes	X	X	X
Missouri	Yes	X	X	X
Montana	yes	X	X	X
Nebraska	Yes	X	X	X
New Jersey	Yes	X	X	X
New Mexico	Yes	X	X	X
North Dakota	Yes	X	X	X
Ohio	Yes	X	X	X
Oregon	Yes	X	X	X
Pennsylvania	Yes	X	X	X
South Carolina	Yes	X	X	X
Texas	Yes	X	X	X
Virginia	Yes	X	X	X
Washington	Yes	X	X	X
West Virginia	Yes	X	X	X
Wisconsin	Yes	X	X	X
Wyoming	Yes	X	X	X

e-Commerce: Does this business have an e-commerce website? _____ **No** _____ **x** _____ **Yes**

If YES, what is the website? _____ www.demco.com _____

Customer and Support Service: It is understood depending on the type, kind and level of products and/or services being proposed in response to this solicitation will impact and determine the type and level of services required and these are identified in Part B Specifications of this solicitation.

Does this business have online customer support options? _____ **No** _____ **x** _____ **Yes**

Does this business have a toll-free customers support phone option? _____ **No** _____ **x** _____ **Yes**

Does this business offer local customer and support service options? _____ **No** _____ **x** _____ **Yes**

State your normal delivery time (in days) and any options for expediting delivery.

In stock items are delivered within 7–10 working days after receipt of order. Furniture and equipment may take 2–12 weeks to arrive, depending on vendor lead times.

State your backorder policy. Do you fill the order when available, or cancel the order and require participating agencies to reorder if items are backordered?

Demco can hold an order and fill back ordered items when they come available or we can cancel the items per the customers request.

Describe your company's payment terms as well as any quick pay discounts.

Demco's payment terms are 0 net 30. Large project orders may require a prepayment of 50% depending on the size and scope of the project.

State your company's return policy and any applicable State restocking fees.

You may return or exchange a qualifying item* within 6 months of your invoice date. Furniture, special orders, custom products and international orders cannot be returned or exchanged unless you receive them damaged or defective. Anything that has been engraved or imprinted is not returnable.*Not sure if an item qualifies for a return or exchange? A Demco Customer Service representative can help you. Call 800.962.4463 or email custserv@demco.com. Note: Terms and conditions may change at any time.

Describe any special program that your company offers that will improve customers' ability to access products, on-time delivery, or other innovative strategies.

N/A

Pricing

Is your pricing methodology guaranteed for the term of the contract? _____ **No** _____ **x** _____ **Yes**

Will you offer customized price lists to participating entities as required per the pricing terms of Part A? _____ **No** _____ **x** _____ **Yes**

Will you offer hot list pricing (optional) as described in the pricing terms of Part A? **x** _____ **No** _____ **Yes**

Will you offer volume price discounts as described in the pricing terms of Part A? _____ **No** _____ **x** _____ **Yes**

Competitiveness: In order for your response to be considered, your company must offer AEPA prices that are equal to or lower than those normally offered to individual entities or cooperatives with equal or lower volume.

Is the pricing that is proposed to AEPA equal to or lower than pricing your company offers to individual entities or cooperatives with equal to or lower volume? _____ **x** _____ **No** _____ **Yes**

Indicate which of the following apply and the **level of competitive range** you are offering in response to this solicitation.

x _____ Pricing offered to AEPA is EQUAL TO pricing offered to individual customer and/or cooperatives.

_____ Pricing is LESS THAN individual customer and/or cooperatives. Lower by _____ %

Cooperative Contracts: Does your business currently have contracts with other cooperatives (local, regional, state, national)?

No **X** **Yes**

If YES, identify which cooperative and the respective expiration date(s).

NCPA - October 31st, 2023

E&I COOPERATIVE - August 30th - 2022

Bubyoard - March 31st, 2022

TIPS USA - June 30th, 2023

KPN - February 28th, 2022

If YES, and your business is awarded an AEPA contract, explain which contract your business will lead with in marketing and sales representative presentations (sales calls)?

Demco will use the contract that best fits the customers needs.

Administrative Fee: Which of the following best reflects how your pricing includes the individual AEPA Members' administrative fee. Mark with an "X".		
	The pricing for the products and/or services are the same for each AEPA Member Agency, shipping, handling, administrative fee and other specific state costs are added to arrive at total price offered to the Individual AEPA Member Agency.	
X	The pricing for the products and/or services is inclusive of the administrative fee and therefore the pricing is the same for all AEPA Member Agencies. Shipping, handling and other state specific costs are added to the adjusted AEPA Member Agency's price.	
	The pricing for the products and/or services includes ALL (shipping, handling, administrative fee, other) costs to arrive at a single price for all AEPA Member Agencies.	

Leasing: Do your business offer leasing arrangements under this **No** **Yes** solicitation?

If Yes, please indicate how the rate factor is determined and other cost factors below.

If an AEPA contract is approved and awarded by the Member Agencies, as a Vendor Partner, I agree to:

Responsibilities	Yes, indicate with an "X"	No, indicate with an "X"
1. Designate and assign a dedicated senior-level contract manager (one authorized to make decisions) to each of the Member Agency accounts. This employee will have a complete copy and must have working knowledge of the AEPA contract.	X	
2. Train and educate sales staff on what the AEPA contract is: including pricing, who can order from the contract (by state), terms/conditions of the contract, and the respective ordering procedures for each state. It is expected that Vendor Partners will lead with AEPA contracts.	X	
3. Develop a marketing plan to support the AEPA contract in collaboration with respective AEPA Member Agencies. The marketing plan should include, but not be limited to, a website presence, electronic mailings, sales flyers, brochures, mailings, catalogs, etc.	X	
4. Create an AEPA-specific sell sheet with a space to add a Member Agency logo and contact information for use by the Member Agencies and the Vendor Partner's local sales representatives to market within each state.	X	
5. On a quarterly basis, complete the sales and administrative fee report (see attached PDF example) and submit to each Member Agency along with the respective administrative fees to be paid. If there are no sales, the Vendor Partner is required to submit a \$0 report to the AEPA Member Agency.	X	

6. Have ongoing communication with the Category Oversight Chairperson, AEPA Member Agencies and the Member Agencies Participating Entities.	X	
7. Attend two (2) AEPA meetings each year (see Part A)	X	
8. Participate in national and local conference trade shows to promote the AEPA contracts including, but not limited to the Association of School Business Officials (ASBO), the National Institute of Governmental Purchasing (NIGP), and the National Association of Educational Procurement (NAEP).		
9. Increase sales over the term of the contract with all participating AEPA Member Agencies.	X	

Exceptions

Instructions:

1. If "no" is marked with an "X" below, complete this form by signing it at the bottom.
2. If "yes" is marked with an "X" below, insert answers into the form shown below, providing narrative explanations of exceptions. (To insert more rows, hit the tab key from the last field in the last row and column.)
3. If adding pages, the company name and identifying information as to which item the response refers must appear on each page.
4. Exceptions to local, state or federal laws cannot be accepted under this solicitation.

	No , this respondent does not have exceptions to the Terms and Conditions incorporated in Parts A and B of this IFB.
X	Yes , this respondent has the following exceptions to the Terms and Conditions incorporated in Parts A and/or B of this solicitation.

IFB Section and Page Number	Outline Number	Term and Condition	Exception
Part B section 6 Page 4	6.1.3	Orders must be shipped within 48 hours after receipt of an order 90% of the time. The Vendor Partner will notify the Buyer if product ordered cannot be shipped within this time period to provide the opportunity to secure product elsewhere.	Deliveries will be made 7-10 days after receipt of stock item orders and 2-12 weeks for items shipped directly from the manufacturer such as furniture and equipment. Expected lead times will be available at the time of order.
Part B section 6 Page 4	6.1.12	Products that have a 30/60/90 day money back guarantee will be clearly identified in the catalog and on the web site (if applicable).	<p>You may return or exchange a qualifying item* within 6 months of your invoice date. Furniture, special orders, custom products and international orders cannot be returned or exchanged unless you receive them damaged or defective. Anything that has been engraved or imprinted is not returnable.</p> <p>*Not sure if an item qualifies for a return or exchange? A Demco Customer Service representative can help you. Call 800.962.4463 or email custserv@demco.com.</p> <p>Note: Terms and conditions may change at any time.</p>

Part B Section 8 Page 6	8.1.a.i	<p>Discounts: Discount offers must clearly identify percent of discount to apply to a commercially available catalog, manufacturer, MSRP, retail or nationally published price lists. Respondents shall identify and stipulate if the discounts apply to the entire catalog/price list, specific product lines, manufacturers and/or categories of products. Respondent shall agree that there will be</p> <p>AEPA IFB #022-A Part B Specifications Page 7 of 8 Due Date: Sept 14, 2021 at 1:30 p.m. ET</p> <p>no reduction in discount(s) during the term of the contract.</p>	Contract discounts are not available for Security Products, Demco Software, littleBits™ products and Licensed Products (Dr. Seuss™, Eric Carle™, etc.). See the attached list of items excluded from discounts.



AEPA – 022-A Furniture contract
DEMCO #C10903

Deviations or Exceptions:

- Shipping and Processing will be prepaid and added to all drop ship orders, such as furniture and equipment. Demco provides good-faith shipping estimates on all orders. Accessorial delivery services are an additional fee.
- Deliveries will be made 7-10 days after receipt of stock item orders and 2-12 weeks for items shipped directly from the manufacturer such as furniture and equipment. No walk-in locations are available.
- Contract discounts are not available for Security Products, Demco Software, littleBits™ products and Licensed Products (Dr. Seuss™, Eric Carle™, etc.). See the attached list of items excluded from discounts.
- Installation services covered under the proposed discounting assume the following typical project site conditions:
 - elevator exists and will be made available for installers use.
 - loading dock exists for trucks to unload at.
 - all products to be installed during a single trip.
 - prevailing wage rates are not required.

Additional installation charges may apply to projects and/or orders if there is any deviation from the typical project site conditions listed above.

Sincerely,

Kristopher L Snow
Contracts Facilitator
Phone: 866-558-9068
Fax: 888-320.0288
E-mail: contracts@demco.com

Deviations

Instructions:

1. If "no" is marked with an "X" below, complete this form by signing it at the bottom.
2. If "yes" is marked with an "X" below, insert answers into the form shown below, providing narrative explanations of deviations. *(To insert more rows, hit the tab key from the last field in the last row and column.)*
3. If adding pages, the company name and identifying information as to which item the response refers must appear on each page.
4. Deviations to local, state, or federal laws cannot be accepted under this solicitation.

X	No , this respondent does not have deviations (exceptions or alternates) to the specifications listed in Part B of this solicitation.
	Yes , this respondent has the following deviations to the specifications listed in Part B of this solicitation.

Outline Number Part B	Specification (describe)	Details of Deviation

Part E – Signature Forms

AEPA 022-A
Furniture

Instructions

Contained herein are forms that **require a signature** from an authorized person at your company. All items found within this document are **mandatory**. Failure to sign the required areas, sections, or signature lines will allow AEPA to consider your company's proposal as **non-responsive**.

To submit the required signed forms, follow these steps:

1. Read the documents in their entirety.
2. Complete all forms and sign when required.
3. Once signed, place notary stamp in the delegated area on the Bid Affidavit.
4. Return the forms and pages in their correct order and scan one (1) single PDF format titled “Part E – Signature Forms – Name of Bidding Company” (i.e. one PDF document for all signature forms).
5. Submit Part E, along with other required documents in Public Purchase.

*Note, a bid checklist has been provided to review with your submission.

The following sections will need to be completed prior to submission as one (1), single PDF titled “Part E – Signature Forms – Name of Bidding Company”.

Uniform Guidance “EDGAR” Certification Form – *signature required

Bid Affidavit – *signature required

Acceptance of Bid & Contract Award – *signature required

Uniform Guidance “EDGAR” Certification Form

2 CFR Part 200

When a purchasing agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200, referred to as the “Uniform Guidance” or new “EDGAR”. All Respondents submitting proposals must complete this EDGAR Certification form regarding the Respondent’s willingness and ability to comply with certain requirements, which may apply to specific agency purchases using federal grant funds.

For each of the items below, the Respondent will certify its agreement and ability to comply, where applicable, by having the Respondent’s authorized representative check, initial the applicable boxes, and sign the acknowledgment at the end of this form. If a Respondent fails to complete any item of this form, AEPA will consider and may list the response, as the Respondents are unable to comply. A “No” response to any of the items below may influence the ability of a purchasing agency to purchase from the Respondent using federal funds.

1. Violation of Contract Terms and Conditions

Provisions regarding Respondent default are included in AEPA’s terms and conditions. Any contract award will be subject to such terms and conditions, as well as any additional terms and conditions in any purchase order, ancillary agency contract, or construction contract agreed upon by the Respondent and the purchasing agency, which must be consistent with and protect the purchasing agency at least to the same extent as AEPA’s terms and conditions. The remedies under the contract are in addition to any other remedies that may be available under law or in equity.

2. Termination for Cause of Convenience

For a participating agency purchase or contract in excess of \$10,000 made using federal funds, you agree that the following term and condition shall apply:

The participating agency may terminate or cancel any purchase order under this contract at any time, with or without cause, by providing seven (7) business days in advance written notice to the Respondent. If this agreement is terminated in accordance with this paragraph, the participating agency shall only be required to pay Respondent for goods and services delivered to the participating agency prior to the termination and not otherwise returned in accordance with the Respondent’s return policy. If the participating agency has paid the Respondent for goods and services provided as the date of termination, Respondent shall immediately refund such payment(s).

If an alternate provision for termination of a participating agency’s purchase for cause and convenience, including how it will be affected and the basis for settlement, is in the participating agency’s purchase order, ancillary agreement or construction contract agreed to by the Respondent, the participating agency’s provision shall control.

3. Equal Employment Opportunity

Except as otherwise provided under 41 CFR Part 60, all participating agency purchases or contract that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 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 CFR Part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Respondent agrees that such provision applies to any participating agency purchase or contract that meets the definition of

“federally assisted construction contract” in 41 CFR Part 60-1.3 and Respondent agrees that it shall comply with such provision.

4. Davis Bacon Act

When required by Federal program legislation, Respondent agrees that, for all participating agency contracts for the construction, alteration, or repair (including painting and decorating) of public buildings or public works, in excess of \$2,000, Respondent shall comply with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, Respondent is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specific in a wage determinate made by the Secretary of Labor. Also, Respondent shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at www.wdol.gov. Respondent agrees that, for any purchase to which this requirement applies, the award of the purchase to the Respondent is conditioned upon Respondent's acceptance of wage determination.

Respondent further agrees that is shall also comply with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 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 construction completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled under his contract of employment, shall be defined under this titled or imprisoned not more than five (5) years, or both.

5. Contract Work Hours and Safety Standards Act

Where applicable, for all participating agency purchases in excess of \$100,000 that involve the employment of mechanics or laborers, Respondent agrees to comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, Respondent is required to compute the wages of every mechanic and laborer based on a standard workweek of 40 hours. Work in excess of the standard workweek 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 workweek. The requirements of the 40 U.S.C. 3704 applies to construction work and provides that no laborer or mechanic must be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchase of supplies, materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. Right to Inventions Made Under a Contract or Agreement

If the participating agency's federal award meets the definition of “funding agreement” under 37 CFR 401.2(a) and the recipient or sub-recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experiments, developmental or research work under the “funding agreement,” the recipient or sub-recipient must comply with the requirements of 37 CFR Part 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.

7. Clean Air Act and Federal Water Pollution Control Act

Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended, contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires 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). When required, Respondent agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

8. Debarment and Suspension

Debarment and Suspension (Executive Orders 12549 and 12689), a contract award (see 2 CFR 180.222) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3 CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM exclusions contain 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. Respondent certifies that the Respondent is not currently listed and further agrees to immediately notify AEPA and all participating agencies with pending purchases or seeking to purchase from the Respondent if Respondent is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under state statutory or regulatory authority other than Executive Order 12549.

9. Byrd Anti-Lobbying Amendment

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352), Respondents that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not 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. Each tier must also disclose any lobbying with non-Federal funds that take place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

10. Procurement of Recovered Materials

For participating agency purchases utilizing Federal funds, Respondent agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may require to confirm estimates and otherwise comply. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 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.

11. Profit as a Separate Element of Price

For purchases using federal funds in excess of \$150,000, a participating agency may be required to negotiate profit as a separate element of the price. See 2 CFR 200.323(b). When required by a participating agency, Respondent agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, Respondent agrees that the total price, including profit, charged by the Respondent to the participating agency shall not exceed the awarded pricing, including any applicable discount, under the Respondent's contract with AEPA.

12. General Compliance with Participating Agencies

In addition to the foregoing specific requirements, Respondent agrees, in accepting any purchase order from a participating agency, it shall make a good faith effort to work with a participating agency to provide such information and to satisfy requirements as may apply to a particular purchase or purchases including, but not limited to, applicable record keeping and record retention requirements as noted in the Federal Acquisition Regulation, FAR 4.703(a).

By initialing the table (1-12) and signing below, I certify that the information in this form is true, complete and accurate and that I am authorized by my business to make this certification and all consents and agreements contained herein.

Respondent Certification (By Item)	<u>Respondent Certification:</u> YES, I agree or NO, I do NOT agree	Initial
1. Violation of Contract Terms and Conditions	Yes, I agree	
2. Termination for Cause of Convenience	Yes, I agree	
3. Equal Employment Opportunity	Yes, I agree	
4. Davis-Bacon Act	Yes, I agree	
5. Contract Work Hours and Safety Standards Act	Yes, I agree	
6. Right to Inventions Made Under a Contract or Agreement	Yes, I agree	
7. Clean Air Act and Federal Water Pollution Control Act	Yes, I agree	
8. Debarment and Suspension	Yes, I agree	
9. Byrd Anti-Lobbying Amendment	Yes, I agree	
10. Procurement of Recovered Materials	Yes, I agree	
11. Profit as a Separate Element of Price	Yes, I agree	
12. General Compliance with Participating Agencies	Yes, I agree	

Demco, Inc

Name of Business



Signature of Authorized Representative

Kristopher L Snow, Contracts Facilitator

Printed Name

9.13.21

Date

Solicitation Affidavit

Instructions: This form must be signed by the business's authorized representative and notarized below. If awarded, the Respondent is required to produce a copy of this document for each Member Agency with which it contracts.

1. The undersigned, is duly authorized to represent the persons, business and corporations joining and participating in the submission of the foregoing bid (such persons, business and corporations hereinafter being referred to as the Respondent), being duly sworn, on his/her oath, states that to the best of his/her belief and knowledge no person, business or corporation, nor any person duly representing the same joining and participating in the submission of the foregoing bid, has directly or indirectly entered into any agreement or arrangement with any other Respondents, or with any official of the **Member Agency**, or any employee thereof, or any person, business or corporation under contract with the **Member Agency** whereby the Respondent, in order to induce the acceptance of the foregoing bid by the **Member Agency**, has paid, or is to pay to any other Respondent, or to any of the aforementioned persons, anything of value whatever, and that the Respondent has not, directly nor indirectly entered into any arrangement, or agreement, with any other Respondent or Respondents which tends to or does lessen or destroy free competition in the letting of the contract sought for by the foregoing bid.
2. This is to certify that the Respondent, or any person on his/her behalf, has not agreed, connived, or colluded to produce a deceptive show of competition in the manner of the bidding, or award of the referenced contract.
3. This is to certify that neither I, nor to the best of my knowledge, information and belief, the Respondent, nor any officer, director, partner, member or associate of the Respondent, nor any of its employees directly involved in obtaining contracts with the **Member Agency**, or any subdivision of the state has been convicted of false pretenses, attempted false pretenses, or conspiracy to commit false pretenses, bribery, attempted bribery or conspiracy to bribe under the laws of any state or federal government for acts or omissions after January 1, 1985.
4. This is to certify that the Respondent or any person on his behalf has examined and understands the terms, conditions, the scope of work and specifications, and other documents of this solicitation and that any and all exceptions have been noted in writing and have been included with the bid submittal.
5. This is to certify that if awarded a contract, the Respondent will provide the equipment, commodities, and/or services to members and affiliate members of the Agency in accordance with the terms, conditions, the scope of work and specifications and other documents of this solicitation in the following pages of this bid.
6. This is to certify that the Respondent is authorized by the manufacturer(s) to sell all proposed products on a national basis.
7. This is to certify that we have completed, reviewed, approved, and have included all information that is required of these bid forms.

Kristopher L Snow

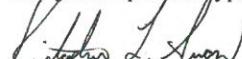
Authorized Representative (Please print or type)

4810 Forest Run Rd.

Mailing Address

Contracts Facilitator

Title (Please print or type)



Signature of Authorized Representative

Madison, WI 53704

City, State, Zip

9-13-21

Date

Subscribed and sworn to before me this

13th

day of

September

Notary Public in and for County of

Dane

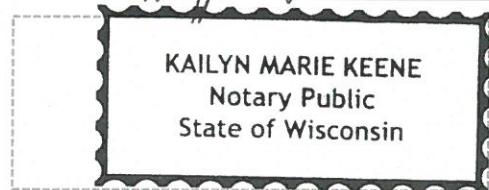
State of

Wisconsin

My commission expires on

3/28/2025

Signature



Enter Notary Stamp

Acceptance of Solicitation & Contract

Instructions: PART I of this form is to be completed by the Respondent and signed by its Authorized Representative. PART II will be completed by the AEPA Member Agency only upon the occasion of the bid award. If approved by AEPA, the Respondent is required to produce a copy of the document for each of the AEPA Member Agency with which it contracts.

PART I: RESPONDENT

In compliance with the Published Solicitation (IFB OR RFP), the undersigned warrants that I/we have examined all Instructions to Respondents, associated documents, and being familiar with all of the conditions of the solicitation, hereby offer and agree to furnish all labor, materials, supplies, and equipment incurred in compliance with all terms, conditions, specifications, and amendments associated with this IFB OR RFP and any written exceptions to the bid. The signature also certifies understanding and compliance with the certification requirements of the AEPA Member Agency's Terms and Conditions and/or Special Terms and Conditions. The undersigned understands that their competence, ability, capacity and obligations to offer and provide the proposed tangible personal property, professional services, construction services, and other services on behalf of the Vendor Partner as well as other factors of interest to the AEPA Member Agency as stated in the evaluation section, will be a consideration in making the award.

Business Name	Demco, Inc	Date	9.13.21
Address	4810 Forest Run Rd.	City, State Zip	Madison, WI 53704
Contact Person	Kristopher L. Snow,	Title	Contracts Facilitator
Authorized Signature		Title	
Email	contracts@demco.com	Phone	866.558.9068

PART II: AWARDING MEMBER AGENCY

Your bid response for the above-identified bid is hereby accepted. As a Vendor Partner, you are now bound to offer and provide the products and services identified within this solicitation, your response, and approved by AEPA, including all terms, conditions, specifications, exceptions, and amendments. As a Vendor Partner, you are hereby not to commence any billable work or provide any products or services under this contract until an executed purchase order is received from the AEPA Member Agency or Participating Entities. This contract intends to constitute the final and complete agreement between the AEPA Member Agency and Vendor Partner, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall bind any of the parties hereto. No change or modification of this contract shall be valid unless in writing and signed by both parties to this contract. If any provision of this contract is deemed invalid or illegal by any appropriate court of law, the remainder of this contract shall not be affected thereby. The initial term of this contract shall be for up to fifteen (15) months and will commence on the date indicated below and continue until February 28, 2023, unless terminated, canceled, or extended. By mutual written agreement the contract may be extended for three (3) additional 12-month periods after this initial contract term. In the event the AEPA Board does not recommend renewal of the contract, it may be extended month by month up to six (6) months by an AEPA state.

Awarding Agency _____

Authorized Representative _____

Awarded this	day of	Contract Number
Contract to commence		
(Member Agency to select)		3/1/2022
		Or

Solicitation Checklist

Instructions: Utilize the checklist below, reviewing to confirm that all the required documents have been uploaded to Public Purchase, in their specified/required format, by the due date and time listed for this solicitation. Submissions not following the specified/required format may result in being marked non-responsive and may not be considered for evaluation. Respondents are reminded that failure to follow, comply with, and adhere to the enclosed instructions of this solicitation may result in their response being deemed non-responsive. AEPA, its Member Agencies, affiliate agencies, and authorized representatives are not responsible for bid proposals that are incomplete, unreadable, or received after the solicitation deadline submission date.

"x"	Document Title, Uploaded to Public Purchase <i>(Respondent must submit documents in the required title/format)</i>	Format of Uploaded Document	Notes
	Bid Bond – if Required, see Part B if applicable.	Upload PDF copy. The original must be received by Lakes Country Service Cooperative by due date and time.	Send to Lakes Country Service Cooperative.
	Part C – State-Specific Forms – Name of Responding Company	Single, Scanned PDF	Required. Signatures Required.
	Part D - Questionnaire – Name of Responding Company Includes: <ul style="list-style-type: none">• Company Information• Service Questionnaire• Exceptions• Deviations	Single, Scanned PDF	Required.
	Part E – Signature Forms – Name of Responding Company Includes: <ul style="list-style-type: none">• Uniform Guidance “EDGAR” Certification• Bid Affidavit• Acceptance of Bid & Contract Award	Single, Scanned PDF	Required. Signatures required.
	Part F – Pricing Schedule – Name of Responding Company	Excel Workbook	Required.
	Price List/Catalog – Name of Responding Company	Upload PDF	Required.
	Exhibit A – Financial Health Document(s) – Name of Responding Company	Scanned PDF	Required. Not provided by AEPA, Respondent Created
	Exhibit B – Marketing Plan – Name of Responding Company	Scanned PDF	Optional. Not provided by AEPA, Respondent Created
	Exhibit C – Warranties, Additional Services – Name of Responding Company	Scanned PDF	Optional. Not provided by AEPA, Respondent Created
	Exhibit D – Additional Discounts – Name of Responding Company	Scanned PDF	Optional. Not provided by AEPA, Respondent Created

Association of Educational Purchasing Agencies

Tabulation Report IFB #022-A - Furniture

Vendor: DEMCO, Inc.

General Comments: Please use C10903 on all quote requests and Purchase orders to receive contract terms

General Attachments:

- AEPA 022-A Exhibit A - Financial Health Documents - Demco, Inc.pdf
- AEPA 022-A Exhibit B - Marketing Plan - Demco, Inc.pdf
- AEPA 022-A Exhibit B - Marketing Plan - Demco, Inc.pdf
- AEPA 022-A Exhibit C - Warranties - Additional Services - Demco, Inc.pdf
- AEPA 022-A Part C -State Specific Forms - Demco, Inc.pdf
- AEPA 022-A Part D - Questionnaire - Demco, Inc.pdf
- AEPA 022-A Part E - Signature Forms - Demco, Inc.pdf
- AEPA 022-A Part F - Pricing Schedule - Demco, Inc.xlsx
- Allied Catalog PDF 121.pdf
- Bid Bond.pdf
- ColorScape 2021 Specification Guide - List Pricing.pdf
- Demco 2021 EndPanels - CanopyTops Specification Guide - List Pricing.pdf
- Demco General COI.pdf
- HaskellEducation_PriceList_8-27-21.pdf
- Mooreco 2020-Active-Environments-Catalog-MR-1.pdf
- Mooreco THRIVE-VNA-WebVersion.pdf
- Mooreco Visual-Communication-Catalog-2019.pdf
- Muzo_Outdoors_Pricelist_1.2.pdf
- Muzo_Pricebook_2021_1.6.pdf
- Paragon PL38 plus Motiv.pdf
- Sandusky List Price only 7.15.21.pdf
- Smith System 2021 Price Book Dated 6.10.2021 (With 3mm).pdf
- TechnoLink 2021 Specification Guide - List Pricing.pdf
- Tenjam 2021 List Prices USA - Rev 4.pdf