

**CITY COUNCIL MINUTES**

**October 24, 2022**

**Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Window Cleaning Services**

Resolution #2022-10-153-J-4j

RESOLVED, That Troy City Council hereby **AWARDS** a three (3) year contract with an option to renew for two (2) additional years for Window Cleaning Services to the low bidder meeting specifications, *Premier Window Cleaning Inc. of Dearborn, MI*, for an estimated annual cost of \$24,200, at unit prices contained in the bid tabulation opened October 13, 2022, a copy of which shall be **ATTACHED** to the original Minutes of this meeting; not to exceed budgetary limitations; contract to expire June 30, 2025.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

# PURCHASE ORDER

No. 2023-00000555  
 DATE: 11/02/2022  
 PAGE: 1 of 1  
 FOB DESTINATION

**Ship To**  
 CITY OF TROY  
 Building Operations  
 500 W BIG BEAVER RD  
 TROY, MI 48084

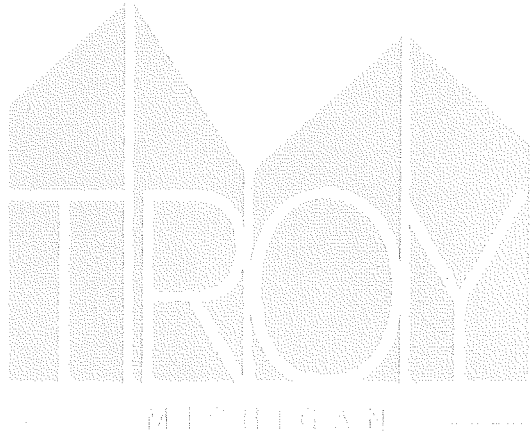
**Bill To**  
 CITY OF TROY  
 Building Operations  
 4693 ROCHESTER ROAD  
 TROY, MI 48085

**EXPIRATION DATE**  
 06/30/2023  
**COUNCIL RESOLUTION**  
 2022-10-153-J-4j  
**INSTRUCTIONS**  
 Return to Department

**VENDOR NO.** 168948

**Vendor**  
 PREMIER WINDOW CLEANING INC  
 3127 VASSAR  
 DEARBORN, MI 48124

QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
2	Each	City Hall Window Cleaning	1,350.0000	\$2,700.00
2	Each	Library Window Cleaning	790.0000	\$1,580.00
2	Each	Police Window Cleaning	2,290.0000	\$4,580.00
2	Each	District Court Window Cleaning	890.0000	\$1,780.00
2	Each	Transit Center Window Cleaning	1,490.0000	\$2,980.00
2	Each	DPW Window Cleaning	240.0000	\$480.00
2	Each	Parks Garage Window Cleaning	300.0000	\$600.00
2	Each	Training Center Window Cleaning	500.0000	\$1,000.00
2	Each	Community Center Window Cleaning	4,250.0000	\$8,500.00



Entered By: Emily Frontera

\$24,200.00

**Special Instructions:**

CITY COUNCIL AWARD DATE: 10/24/2022. Contract for Window Cleaning Services in accordance with the specifications of ITB-COT 25-35. CERTIFICATE OF INSURANCE and ENDORSEMENTS shall be on file through contract completion. This PO is YEAR ONE (1) of Three-Year Contract with an option to renew for Two additional years.

**TERMS & CONDITIONS**

1. Purchases of Municipalities are exempt from State Sales and Federal Excise Taxes.
2. Prior to acceptance, vendor agrees to provide City with information under the Right-to-Know Law, P.A. 1986, No. 80, and fully comply with all terms and conditions of the Michigan Occupational Safety and Health Act, MCL 408.1001, et seq. including vendor shall provide City with an "MSDS". Vendor also agrees to be responsible for all required labeling.
3. In cases of emergency/disaster, the City can purchase up to six(6) times the order amount for a period of six(6) months at the price contained in the contract.
4. Purchase Orders are signed electronically based upon computer generated "on-line" authorized approvals. Authentic signatures are on file in the City of Troy Purchasing Department.

NOTICE: The City could put the vendor on notice that vendors will be held financially responsible for any claims or awards made against the City as a result of the vendor's action. If the City has to defend the initial lawsuit, the City will bring in the vendor as a co-defendant or sue the vendor, either as the result of settling a claim or the conclusion of the lawsuit.

I HEREBY CERTIFY THAT THIS ORDER IS PROPERLY AUTHORIZED AND APPROVED.

*Emily Frontera*

Opening Date: 10/13/2022  
 Date Reviewed: 10/13/2022

CITY OF TROY  
 BID TABULATION  
 WINDOW CLEANING SERVICES

ITB-COT 22-35  
 Page 1 of 2

VENDOR NAME:	Premier Window Cleaning Inc.	Saber Window Cleaning
CITY:	Dearborn, MI	Auburn Hills, MI
CHECK AMOUNT:	\$1,000.00	NOT PROVIDED
CHECK #:	922224	

**PROPOSAL: To provide all necessary equipment, materials and personnel for WINDOW CLEANING SERVICES AT MULTIPLE CITY BUILDINGS for a three (3) year term with an option to renew for two (2) additional years**

Description	Total Price per Cleaning	Total Price per Cleaning
<b>Troy City Hall, 500 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to be cleaned inside and out</li> <li>All entrances to be cleaned inside and out</li> <li>Both courtyards cleaned inside and out</li> </ul>	\$1,350.00	\$5,200.00
<b>Troy Police Station, 500 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to be cleaned inside and out</li> <li>Main entrance double set of windows to be cleaned inside and out including wiping off ledges of any water and dust</li> <li>Main 30' atrium to be cleaned inside and out</li> <li>Second 30' atrium to be cleaned inside and out</li> <li>Third 15' atrium to be cleaned inside and out</li> <li>All stairway glass in main entrance and side entrance to be cleaned on both sides</li> <li>Side entrance double set of windows to be cleaned inside and out</li> <li><b>Background check and fingerprinting is required for access</b></li> </ul>	\$2,290.00	\$5,400.00
<b>Troy Library, 510 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to be cleaned inside and out</li> <li>Vestibule glass entrance to youth area to be cleaned inside and out</li> <li>Main entrance to be cleaned inside and out</li> <li>Side entrance to be cleaned inside and out</li> </ul>	\$790.00	\$2,950.00
<b>Troy District Court, 520 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows including complete entranceway and guard barrier into court house will be cleaned inside and out</li> <li>Skylight in middle of building to be cleaned inside and out</li> <li><b>Background check and fingerprinting is required for access</b></li> </ul>	\$890.00	\$4,200.00
<b>Troy Community Center, 3179 Livernois</b>		
<ul style="list-style-type: none"> <li>Interior and exterior windows of the perimeter of building will be cleaned including entrances</li> <li>Frames and window ledges will be cleaned removing all dirt and debris</li> <li>Clean main support beam in east main entrance</li> </ul>	\$4,250.00	\$4,000.00
<b>Troy Transit Center, 1201 Doyle</b>		
<ul style="list-style-type: none"> <li>Cleaning of all interior and exterior windows in main lobby and entrance ways</li> <li>Cleaning of interior and exterior of Tower 1</li> <li>Interior cleaning only of sky bridge</li> <li>Complete interior and partial exterior cleaning of tower 2 (due to high voltage power lines)</li> <li>Cleaning of all three outside sitting areas</li> </ul>	\$1,490.00	\$2,800.00

CITY OF TROY  
 BID TABULATION  
 WINDOW CLEANING SERVICES

	VENDOR NAME:	Premier Window Cleaning Inc.	Saber Window Cleaning
	CITY:	Dearborn, MI	Auburn Hills, MI
<b>Description</b>		<b>Total Price per Cleaning</b>	<b>Total Price per Cleaning</b>
<b>Troy Fire and Police Training Center, 4850 John R</b>			
<ul style="list-style-type: none"> <li>• All perimeter windows on main building to have a general cleaning inside and out</li> <li>• All screens to be removed and washed and cleaned</li> <li>• All bay doors to have their windows cleaned inside and out</li> <li>• Entrances with vestibule glass to be cleaned inside and out</li> <li>• Training tower to be cleaned inside and out</li> <li>• <b>Background check and fingerprinting is required for acce</b></li> </ul>		\$500.00	\$1,200.00
<b>Department of Public Works, 4693 Rochester Road</b>			
<ul style="list-style-type: none"> <li>• All perimeter windows to be cleaned inside and out</li> <li>• Front entrance vestibule to be cleaned inside and out</li> <li>• Employee entrance vestibule to be cleaned inside and out</li> </ul>		\$240.00	\$500.00
<b>DPW Parks Garage, 4695 Rochester Road</b>			
<ul style="list-style-type: none"> <li>• All perimeter windows to have a general cleaning inside and out</li> <li>• Entrances to be cleaned inside and out</li> </ul>		\$300.00	\$150.00
<b>GRAND TOTAL ALL LOCATIONS:</b>		<b>\$12,100.00</b>	<b>\$26,400.00</b>
<b>CONTACT INFORMATION:</b>		Contact Name:	Nathan Moeller
		Hours of Operation:	7am - 6pm
		24 Hr. Phone Number:	313-530-6236
<b>SITE INSPECTION:</b>		Y or N	Y
<b>REFERENCES:</b>		Y or N	Y
<b>ABLE TO BEGIN ON SCHEDULE:</b>		Y or N	N; November 2022
<b>CAN MEET INSURANCE:</b>		Y or N	Y
<b>PAYMENT TERMS:</b>		Y or N	30 days from invoice date
<b>WARRANTY:</b>		Y or N	N/A
<b>EXCEPTIONS:</b>			None
<b>ACKNOWLEDGEMENT:</b>		Y or N	Y
<b>VENDOR QUESTIONNAIRE:</b>		Y or N	Y
<b>FORMS:</b>		Y or N	Y
			Missing Familial Disclosure and Non-Collusion Affidavit

Attest:

(\*Bid Opening conducted via a Zoom Meeting)

Zach Haapala  
Laura Campbell  
Beth Zaccardelli

Emily Frontera  
 Purchasing Manager



**CITY OF TROY  
BID PROPOSAL**

ITB-COT 22-35  
Page 1 of 8

The undersigned proposes to provide all necessary equipment, materials and personnel for **WINDOW CLEANING SERVICES AT MULTIPLE CITY BUILDINGS** for a **three (3) year term with an option to renew for two (2) additional years** in accordance with the attached specifications, which are to be considered an integral part of this proposal at the following prices.

COMPANY NAME: Premier Window Cleaning Inc.

Quote each location per individual cleaning based on a minimum of 2 cleanings per contract year. The anticipated cleaning schedule is October and April, and the City reserves the right to revise the schedule.

**Troy City Hall, 500 W Big Beaver**

- All perimeter windows to be cleaned inside and out
- All entrances to be cleaned inside and out
- Both courtyards cleaned inside and out

TOTAL PRICE PER CLEANING: \$ 1,350.00

**Troy Police Station, 500 W Big Beaver**

- All perimeter windows to be cleaned inside and out
- Main entrance double set of windows to be cleaned inside and out including wiping off ledges of any water and dust
- Main 30' atrium to be cleaned inside and out
- Second 30' atrium to be cleaned inside and out
- Third 15' atrium to be cleaned inside and out
- All stairway glass in main entrance and side entrance to be cleaned on both sides
- Side entrance double set of windows to be cleaned inside and out
- **Background check and fingerprinting is required for access**

TOTAL PRICE PER CLEANING: \$ 2,290.00

**Troy Library, 510 W Big Beaver**

- All perimeter windows to be cleaned inside and out
- Vestibule glass entrance to youth area to be cleaned inside and out
- Main entrance to be cleaned inside and out
- Side entrance to be cleaned inside and out

TOTAL PRICE PER CLEANING: \$ 790.00

**Troy District Court, 520 W Big Beaver**

- All perimeter windows including complete entranceway and guard barrier into court house will be cleaned inside and out
- Skylight in middle of building to be cleaned inside and out
- **Background check and fingerprinting is required for access**

TOTAL PRICE PER CLEANING: \$ 890.00

**Troy Community Center, 3179 Livernois**

- Interior and exterior windows of the perimeter of building will be cleaned including entrances
- Frames and window ledges will be cleaned removing all dirt and debris
- Clean main support beam in east main entrance

TOTAL PRICE PER CLEANING: \$ 4,250.00

**Troy Transit Center, 1201 Doyle**

- Cleaning of all interior and exterior windows in main lobby and entrance ways
- Cleaning of interior and exterior of Tower 1
- Interior cleaning only of sky bridge
- Complete interior and partial exterior cleaning of tower 2 (due to high voltage power lines)
- Cleaning of all three outside sitting areas

TOTAL PRICE PER CLEANING: \$ 1,490.00

**Troy Fire and Police Training Center, 4850 John R**

- All perimeter windows on main building to have a general cleaning inside and out
- All screens to be removed and washed and cleaned
- All bay doors to have their windows cleaned inside and out
- Entrances with vestibule glass to be cleaned inside and out
- Training tower to be cleaned inside and out
- **Background check and fingerprinting is required for access**

TOTAL PRICE PER CLEANING: \$ 500.00

**Department of Public Works, 4693 Rochester Road**

- All perimeter windows to be cleaned inside and out
- Front entrance vestibule to be cleaned inside and out
- Employee entrance vestibule to be cleaned inside and out

TOTAL PRICE PER CLEANING: \$ 240.00

**DPW Parks Garage, 4695 Rochester Road**

- All perimeter windows to have a general cleaning inside and out
- Entrances to be cleaned inside and out

TOTAL PRICE PER CLEANING: \$ 300.00

**GRAND TOTAL ALL LOCATIONS: \$ 12,100.00**

COMPANY NAME: Premier Window Cleaning Inc.

**LOCATIONS:**

The City reserves the right to terminate, add or delete locations as required by the City.

**UNIT PRICES:**

Unit prices (cost per cleaning) shall prevail. The City of Troy Purchasing Department will correct all extension errors.

**CONTACT INFORMATION:**

Contact Name: Nathan Moeller

Hours of operation: 7am - 6pm 24 Hr. Contact Phone No. 313-530-6236

**BACKGROUND CHECKS:**

Contractors working unescorted in the Troy Police Department, Fire & Police Training Center and 52-4 District Court must submit to a state and national fingerprint search and background check and must meet LEIN (Law Enforcement Information Network) security standards.

**SITE INSPECTION:**

Bidders should examine the sites to determine the amount of work to be done in accordance with the specifications. If a bidder does not make a site inspection, that bidder accepts full responsibility and risk for any omissions in his/her bid proposal. Contact **Laura Campbell** at **(248) 524-3368** to arrange a site visit at the various locations or request additional information between the hours of 8:00 am-4:00 pm, Monday through Friday.

- Our company visited the sites on 6-20-2022.
- Our company did not visit the sites.

**INFORMATION:**

For general information or questions about the specifications, please contact **Dennis Trantham**, Facilities and Grounds Operations Manager at 248-524-3503 or Dennis.Trantham@troymi.gov between the hours of 8:00 a.m. to 4:00 p.m., Monday through Friday.

**BIDDER'S GENERAL QUESTIONNAIRE:**

All bidders shall fill out completely the attached general questionnaire and submit it with the bid proposal.

**BID DEPOSIT:**

A cashier's check, certified check, or money order in the amount of **\$1,000.00** made payable to the City of Troy **must accompany** the bid to insure the bid. **BID BONDS ARE NOT ACCEPTABLE.**

**A pdf version of a Certified/Cashier's Check or Money Order must be included with your Electronic Bid Submission Response.**

**AWARD:**

The evaluation and award of this bid shall be a combination of factors including, but not limited to: bid price, professional competence, references, submission of SDS sheets, equipment, and the correlation of the proposal submitted to meeting the needs of the City of Troy. The City of Troy reserves the right to award this bid to the lowest total responsible bidder(s) meeting specifications for all three years or for each year or by proposal, whatever is deemed to be in the City's best interest; to reject low bids which have major deviations from specifications; to accept a higher bid which has only minor deviations.

COMPANY NAME: Premier Window Cleaning Inc.

**PURCHASE ORDER:** Once acceptable insurance is received, the successful bidder(s) will receive a purchase order issued from the City of Troy, which will create a bilateral contract issued between the City of Troy and the successful bidder. The purchase order shall commit the bidder(s) to perform the contract in accordance with specifications. A contract document will not be issued.

**LOCAL PREFERENCE:**

The City of Troy reserves the right to award a contract to a local business, one which pays City of Troy taxes (real and/or personal), if the bid of a local vendor is within 5% of the lowest responsive and responsible non-local bidder, then the local vendor is given one chance to match the low bid.

**BID DEPOSIT AND FORFEITURE:** The bid deposit of the lowest bidder shall be forfeit if, after bid opening, a change in the bid price or other provision of the bid is required by the bidder that is prejudicial to the interest of the City of Troy of fair competition.

**CONTRACT FORMS:**

Bidders should complete the Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment, the Certification regarding "Iran Linked Business" and the Familial Disclosure Forms and return with your bid proposal.

**REFERENCES:**

The City of Troy requires that your company list at least three (3) clients who have recently had similar work performed by your company during the past three years. Please include the City of Troy as a reference, if the work was similar in nature to this project.

COMPANY: City of Troy  
ADDRESS: 4693 Rochester Rd, Troy, MI 48085  
PHONE: 248-524-3368 CONTACT: Laura Campbell  
EMAIL: l.campbell@troymi.gov

COMPANY: American Multi-Cinema Inc.  
ADDRESS: 4300 Baldwin Rd, Auburn Hills, MI 48326  
PHONE: 248-821-4041 CONTACT: Celso Quintana  
EMAIL: \_\_\_\_\_

COMPANY: Colucci Investments  
ADDRESS: 33659 Angeline Livonia, MI 48150  
PHONE: 734-956-0660 CONTACT: John Colucci, Jr.  
EMAIL: \_\_\_\_\_

COMPANY NAME: Premier Window Cleaning Inc.



**CONTRACT TERMINATION:**

The City of Troy shall reserve the right to terminate the contract upon written notice due to poor performance. The City of Troy designated representative will be solely responsible for determining acceptable performance levels. His/her decision will be deemed in the City of Troy's best interest and will be final. The City of Troy reserves the right to re-award the contract to the next low bidder or re-bid the contract.

**TERMINATION FOR CONVENIENCE:**

The City may cancel the contract for its convenience, in whole or in part, by giving the contractor written notice 30 days prior to the date of cancellation. If the City chooses to cancel this contract in part, the charges payable under this contract shall be equitably adjusted to reflect those services that are cancelled.

**INVOICES:**

The contractor shall submit to the designated City representative detailed invoices that shall include the purchase order number, location(s) of service(s), date of service, and description of services performed. Invoices that are incomplete will not be paid until all requested/required information is submitted.

**WORK SCHEDULE:**

The designated City representative shall approve the work schedule prior to the start of the project. His/her decision as to acceptability shall be deemed in the City of Troy's best interest. The City of Troy is the only party to this contract that may authorize amendment of this schedule.

Based on your current resources, are you available to **begin work in October 2022:**  Yes  No

If no, please indicate start date: \_\_\_\_\_

**SUBCONTRACTORS:**

The undersigned agrees to submit a list of proposed subcontractors, if applicable, for approval by the designated City representative within 72 hours after notification of being the low qualified bidder. It will be understood that this may occur prior to bid award, but the bidder's status will not be final until approved by the Troy City Council.

**DOWNPAYMENTS AND PREPAYMENTS:** Any proposal submitted which requires a down payment or prepayment of any kind prior to delivery of materials and acceptance of the work, as being in conformance with specifications will not be considered for award.

**IMPORTANT:** All City of Troy purchases require a SAFETY DATA SHEET, where applicable, in compliance with the MIOSHA "Right to Know" Law.

COMPANY NAME: Premier Window Cleaning Inc.

**INSURANCE**

**NOTE:** The City of Troy, at their discretion, may require the bidder(s) to supply a financial report from an impartial Financial Credit Reporting Service before award of contract.

Insurance requirements shall be in accordance with the attached **SAMPLE INSURANCE CERTIFICATE** and **ENDORSEMENT**. The required Insurance Certificate and Endorsement must be submitted to the city within 5 days of the verbal/ electronic request after the bid award. The Insurance Certificate and Endorsement may be faxed to the Purchasing Office at (248) 619-7608, and is the only bid document accepted in this format.

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to business in the State of Michigan and acceptable to the City of Troy. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and self-insured retentions (SIR's) are the responsibility of the Contractor.

- We can meet the specified insurance requirements.
- We cannot meet the specified insurance requirements.
- We do not carry the specified limits but can obtain the additional insurance coverage of \$ \_\_\_\_\_, at the cost of \$ \_\_\_\_\_.  
NOTE: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.
- Our proposal is reduced by \$ \_\_\_\_\_ if we lower the requirement to \$ \_\_\_\_\_.  
NOTE: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.

**IMPORTANT:** A Certificate of Insurance on an ACORD Form showing present coverage as well as the required endorsements **SHALL** be attached to the proposal document at the time of submission of the proposal to the Office of the City Clerk.

**NOTE:** Failure on the part of any bidder to contact his/her insurance carrier to verify that the insurance carried by the bidder meets City of Troy specifications may result in this proposal being completed incorrectly.

**OTHER:** Sole proprietors must execute a certificate of exemption from Worker's Compensation requirements or provide proof of Worker's Compensation Insurance. All coverage shall be with insurance carriers licensed and admitted to do business in Michigan in accordance with all applicable statutes of the State of Michigan and acceptable to the City of Troy.

**INSURANCE VERIFICATION:**

A bidder shall complete the above portion, which details additional costs that may be incurred for specified coverage without purchasing the additional coverage prior to bid submission.

**WORKERS' COMPENSATION INSURANCE,** including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

**COMMERCIAL GENERAL LIABILITY INSURANCE** on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable.

COMPANY NAME: Premier Window Cleaning Inc.

**AUTOMOBILE LIABILITY**, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

**ADDITIONAL INSURED:**

Commercial General Liability and Automobile Liability, as described in the attached SAMPLE shall include an Additional Insured Endorsement stating the following shall be ***Additional Insureds***: The City of Troy including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and council members, including employees and volunteers thereof. It is understood and agreed by naming the City of Troy as additional insured, coverage afforded is considered to be primary and any other insurance the City of Troy may have in effect shall be considered secondary and/or excess.

**CANCELLATION NOTICE:**

All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be mailed to:

City of Troy  
Purchasing Manager  
500 West Big Beaver  
Troy, MI 48084

**PROOF OF INSURANCE COVERAGE:**

The Contractor shall provide the City of Troy, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above all shall be furnished, if so requested.

If any of the applicable coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Troy at least ten (10) days prior to the expiration date.

**LETTER VERIFICATION:**

The recommended bidder will be notified to submit a letter from the *insurance agent or carrier* that the insurance to be supplied will meet specifications. As an alternative, the recommended bidder may submit the certificate of insurance meeting specifications at this time at his/her option. *The City must receive this letter or certificate within 5 business days after verbal / electronic notification has been delivered to the recommended bidder or the bidder will be considered non-responsive and the bid un-awardable. This process will occur before presentation of the award recommendation to the Troy City Council.*

**FINAL INSURANCE CERTIFICATE SUBMISSION:**

After approval by Troy City Council, the City's Purchasing Manager will review the insurance certificates and endorsements to ensure all acceptable documents have been received and allow (5) business additional days after verbal / electronic notification to submit final insurance certificate(s) in accordance with specifications. The City of Troy reserves the right to WITHHOLD AND KEEP any bid surety for failure to comply. The company will be considered in default of contract and will be barred from doing business with the City of Troy for a minimum of three (3) years for failing to meet insurance requirements.

COMPANY NAME: Premier Window Cleaning Inc.

**SIGNATURE PAGE**

**PRICES:** Prices shall remain firm for 60 days or bid award, whichever comes first, except the successful bidder(s) whose prices shall remain firm for the entire contract period. The contract shall commence on the date of award, or October 1, 2022 whichever is later, and continue for three calendar years expiring September 30, 2025. The City of Troy may terminate this contract for convenience if in its best interest with written notice at least thirty (30) days in advance.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: Nathan Moeller

**NOTE:** The undersigned has checked carefully the bid figures and understands that he/she shall be responsible for any error or omission in this bid offer and is in receipt of all addenda as issued.

TAX ID # 46-3683975

COMPANY Premier Window Cleaning Inc.

ADDRESS 3127 Vassar St. CITY Dearborn STATE MI ZIP 48124

TELEPHONE NUMBER (313) 530-6236 FAX NUMBER ( )

REPRESENTATIVE'S NAME Nathan Moeller  
(Print)

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: \_\_\_\_\_

PAYMENT TERMS 30 days from invoice date WARRANTY N/A

E-MAIL premierwindowcleaninginc@hotmail.com BID DEPOSIT CHECK # 922224

**EXCEPTIONS:** Any exceptions, substitutions, deviations, etc. from the City specifications and this proposal must be stated below. The reason(s) for the exception, substitution, deviation, etc., are an integral part of this bid offer:

none

**ACKNOWLEDGEMENT:**

I, Nathan Moeller, certify that I have read the **Instructions to Bidders** (3 Pages) and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi) and is an official copy of the Authorized Version.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: Nathan Moeller

**IMPORTANT:** All City of Troy purchases require a MATERIAL SAFETY DATA SHEETS, where applicable, in compliance with the MIOSHA "Right to Know" Law. Please include a copy of relevant SDS at the time of bid submission.

**NOTE:** The City of Troy, at their discretion, may require the bidder(s) to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.

**U.S. FUNDS:** All prices quoted are to be in U.S. Currency.



**VENDOR QUESTIONNAIRE**

Please provide the following information and submit with your bid proposal:

COMPANY NAME: Premier Window Cleaning Inc.

**TYPE OF ORGANIZATION:** (Circle One)

- a. Individual
- b. Partnership
- c. Corporation**
- d. Joint Venture
- e. Other \_\_\_\_\_

If applicable:

FORMER FIRM NAME(S)

Zorro Professional Window Cleaning, INC.

- 1) Number of years' experience in this type of work: 21 years
- 2) How many employees does your company employ?  
1 Full-time employees      \_\_\_\_\_ Part-time Employees
- 3) Provide information relative to the experience and financial capability of your company to carry out the terms of this contract.  
I've been professionally cleaning window primarily commercially continuously for 21 years.  
I have cleaned the above mentioned City of Troys municipal buildings since 2008  
Company currently does about \$45-\$50K year in sales
- 4) How many clients does your company currently serve with the type of services described?  
Provide List:  
Amc Movie Theaters, Multiple Subway locations, Multiple Office buildings throughout Metro  
Detroit. City of Troy Municipal buildings mentioned in this bid. Multiple Condos located in  
Farmington Hills. Currently about 20 Clients.
- 5) List three (3) references with whom you have contracted during the past three (3) years for this type of work. Include name of organization, address, contact person, telephone number and email address:  
City of Troy: Laura Campbell 248-524-3368 4693 Rochester Rd, Troy, MI 48085  
AMC Theater: Celso Quintana 248-821-4041 4300 Baldwin Rd, Auburn Hills, MI 48326  
Colucci Investments: John Colucci, Jr. 734-956-0660 33659 Angeline Livonia, MI 48150
- 6) **Identify all chemicals that will be used to wash windows.** Provide the name and include MSD sheets with your proposal.

Glass Gleam 3, Glass Gleam 4, Simple Green, Dawn Dish Soap Detergent and Purified Water

MSDS Sheets attached: X Yes      \_\_\_\_\_ No  
(Failure to include MSDS sheets may result in rejection of quote)

7) Will you be utilizing any subcontractors?  X  Yes   No

If yes, list subcontractors and service(s) to be provided:

Clean Shine Window Cleaning, LLC. Matt Odet (Currently has background check and fingerprints on file with Troy)  
Moeller Home Improvement Gary Moeller Window cleaning/ laborer (Currently has background check and fingerprints on file)  
Luminex Window Cleaning, LLC. Paul Shuman, Professional Window cleaner

8) List all equipment you intend to use in the performance of this Contract (Include attachments if required):

Professional Grade Scrubbers, Squeegees, buckets, cloths/ towels, extension poles up to 50 feet, ladders, hoses, Purified water systems/ tanks, Scissor Lift, outside water source required.

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative:

Company:

Premier Window Cleaning Inc.

Address:

3127 Vassar St.

Dearborn, MI 48124

Phone Number:

313-530-6236

Representative's Name:

Nathan Moeller

Date:

10/11/2022 (print)



**Legal Status of Bidder:**

**The Bidder shall fill out the appropriate form and strike out the other two:**

---

A **corporation** duly organized and doing business under the laws of the State of Michigan  
for whom Nathan Moeller, bearing the office title of President,  
whose signature is affixed to this proposal, is duly authorized to execute contracts.

---

A **partnership**, all members of which, with addresses, is:

~~\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_~~

---

**AN INDIVIDUAL, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:**

~~\_\_\_\_\_  
\_\_\_\_\_~~



**VENDOR CERTIFICATION  
THAT IT IS NOT AN  
"IRAN LINKED BUSINESS"**

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

<b>Vendor</b>	
Legal Name	Premier Window Cleaning Inc.
Street Address	3127 VASSAR ST.
City	DEARBORN
State, Zip	MI 48124
Corporate I.D. Number/State	46-3683975
Taxpayer I.D. #	

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent: Nathan Mueller

Printed Name of Vendor's Authorized Agent: Nathan Mueller

Witness Signature: Arya Sharian

Printed Name of Witness: Arya Sharian





**Proposer's Sworn and Notarized Familial Disclosure**  
(to be provided by the Proposer)

The undersigned, the owner or authorized officer of Premier Window Cleaning Inc. (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of Premier Window Cleaning Inc. and any member of the City of Troy City Council or City of Troy management.

**List any Familial Relationships:**

**BIDDER:**  
Premier Window Cleaning Inc

By: Nathan Moellers

Its: President  
Nathan Moellers

STATE OF MICHIGAN

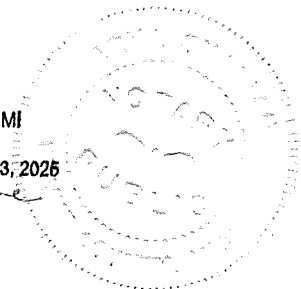
)ss.

COUNTY OF Wayne)

This instrument was acknowledged before me on the 11<sup>th</sup> day of October, 2022, by

Arya Sharian  
Arya Sharian

ARYA SHARIAN  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF WAYNE  
MY COMMISSION EXPIRES Sep 23, 2026  
ACTING IN COUNTY OF Wayne





CITY OF TROY  
OAKLAND COUNTY, MICHIGAN  
NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

Nathan Daniel Moeller, being duly sworn deposed, says that he/she  
(Print Full Name)

is President. The party making the foregoing proposal or bid,  
(State Official Capacity in Firm)

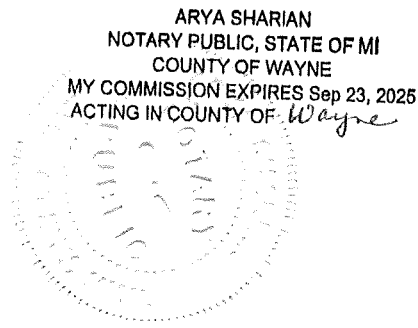
that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

Nathan Moeller  
SIGNATURE OF PERSON SUBMITTING BID

Arya Sharian  
NOTARY'S SIGNATURE Arya Sharian

Subscribed and sworn to before me this 11<sup>th</sup> day of October, 2022  
in and for Wayne County.

My commission expires:  
09/23/2025





**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
  - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
  - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
  - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2- Contracts.

**I am able to certify to the above statements.**

Premier Window Cleaning Inc.  
Name of Agency/Company/Firm (Please Print)

Nathan Moeller President  
Name and title of authorized representative (Please Print)

Nathan Moeller  
Signature of authorized representative

10-7-2022  
Date

**I am unable to certify to the above statements. Attached is my explanation.**

# SAFETY DATA SHEET



Issuing Date: 21-Apr-2021

Revision date 10-Nov-2021

Revision Number 1.01

## 1. IDENTIFICATION

<b>Product Name</b>	Ultra Dawn Base Blue
<b>Product Identifier</b>	91916379_RET_NG
<b>Product Type:</b>	Consumer Test / Registration Sample Use Only
<b>Recommended Use</b>	Dish Care.
<b>Restrictions on use</b>	Use only as directed on label.
<b>Synonyms</b>	C-91916379-001
<b>Details of the supplier of the safety data sheet</b>	PROCTER & GAMBLE - Fabric and Home Care Division Ivorydale Technical Centre 5289 Spring Grove Avenue Cincinnati, Ohio 45217-1087 USA  Procter & Gamble Inc. P.O. Box 355, Station A Toronto, ON M5W 1C5 1-800-331-3774
<b>E-mail Address</b>	pgsds.im@pg.com
<b>Emergency Telephone</b>	Transportation (24 HR) CHEMTREC - 1-800-424-9300 (U.S./ Canada) or 1-703-527-3887 Mexico toll free in country: 800-681-9531

## 2. HAZARD IDENTIFICATION

"Consumer Products", as defined by the US Consumer Product Safety Act and which are used as intended (typical consumer duration and frequency), are exempt from the OSHA Hazard Communication Standard (29 CFR 1910.1200). This SDS is being provided as a courtesy to help assist in the safe handling and proper use of the product.

This product is classified under 29CFR 1910.1200(d) and the Canadian Hazardous Products Regulation as follows:

<b>Hazard category</b>	
<b>Eye Damage / Irritation</b>	Category 2B
<b>Flammable liquids</b>	Category 4
<b>Signal word</b>	Warning
<b>Hazard statements</b>	Causes eye irritation
<b>Physical hazards</b>	Combustible liquid
<b>Hazard pictograms</b>	None

<b>Precautionary Statements</b>	Wash hands thoroughly after handling Do not eat, drink or smoke when using this product Keep away from heat/sparks/open flames/hot surfaces. — No smoking
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Keep container tightly closed

**Precautionary Statements - Response**

IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing  
If eye irritation persists: Get medical advice/attention  
If swallowed:  
Drink 1 or 2 glasses of water  
In case of fire: Use water, CO<sub>2</sub>, dry chemical, or foam for extinction

**Precautionary Statements - Storage** Store in a well-ventilated place. Keep cool

**Precautionary Statements - Disposal** Dispose of contents/container to an approved waste disposal plant

### 3. COMPOSITION/INFORMATION ON INGREDIENTS

Ingredients are listed according to 29CFR 1910.1200 Appendix D and the Canadian Hazardous Products Regulation

Chemical Name	Synonyms	Trade Secret	CAS No	weight-%
Sulfuric acid, mono-C10-16-alkyl esters, sodium salts	Sulfuric acid, mono-C10-16-alkyl esters, sodium salts	No	68585-47-7	20 - 25
Lauramine Oxide	Lauramine Oxide	No	70592-80-2	5 - 10
Alcohol	Ethanol	No	64-17-5	1 - 5
C9-11 Pareth-n	Alcohols, C9-11, ethoxylated	No	68439-46-3	1 - 5
Deceth-n	Poly(oxy-1,2-ethanediyl), alpha-decyl-omega-hydroxy-	No	26183-52-8	1 - 5

**Additional information**

Actual substance concentrations fall within the ranges stated. Maximum values do not necessarily represent the values present in the formula.

### 4. FIRST AID MEASURES

Description of first aid measures

**Eye contact**

Rinse with plenty of water. Get medical attention immediately if irritation persists. IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If eye irritation persists: Get medical advice/attention.

**Skin contact**

Rinse with plenty of water. Call a physician if irritation develops and persists.

**Ingestion**

Rinse mouth. Drink 1 or 2 glasses of water. Do NOT induce vomiting. Get medical attention immediately if symptoms occur.

**Inhalation**

Move to fresh air. If symptoms persist, call a physician.

**Most important symptoms/effects, acute and delayed**

May cause eye irritation

Indication of any immediate medical attention and special treatment needed

**Notes to Physician**

Treat symptomatically.

### 5. FIRE-FIGHTING MEASURES

**Flammable properties**

FLAMMABLE LIQUID AND VAPOR

<b>Suitable extinguishing media</b>	In case of fire: Use water, CO <sub>2</sub> , dry chemical, or foam for extinction. Dry chemical. Alcohol resistant foam. Carbon dioxide (CO <sub>2</sub> ).
<b>Unsuitable Extinguishing Media</b>	Do not use a solid water stream as it may scatter and spread fire.
<b>Special Hazard</b>	combustible liquid. Fumes may catch fire.
<b>Special protective equipment for fire-fighters</b>	As in any fire, wear self-contained breathing apparatus pressure-demand, MSHA/NIOSH (approved or equivalent) and full protective gear.
<b>Specific hazards arising from the chemical</b>	None.

## 6. ACCIDENTAL RELEASE MEASURES

### Personal precautions, protective equipment and emergency procedures

<b>Personal precautions</b>	Use personal protective equipment as required. Do not get in eyes, on skin, or on clothing.
<b>Advice for emergency responders</b>	Use personal protective equipment as required.
<b>Environmental precautions</b>	Do not discharge product into natural waters without pre-treatment or adequate dilution

### Methods and material for containment and cleaning up

<b>Methods for containment</b>	Absorb with earth, sand or other non-combustible material and transfer to containers for later disposal. Prevent further leakage or spillage if safe to do so.
<b>Methods for cleaning up</b>	Contain spillage, and then collect with non-combustible absorbent material, (e.g. sand, earth, diatomaceous earth, vermiculite) and place in container for disposal according to local / national regulations (see section 13).

## 7. HANDLING AND STORAGE

### Precautions for safe handling

<b>Advice on safe handling</b>	Keep away from open flames, hot surfaces and sources of ignition. Use personal protective equipment as required. Keep container closed when not in use. Never return spills in original containers for re-use. Keep out of the reach of children.
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### Conditions for safe storage, including any incompatibilities

<b>Technical measures/Storage conditions</b>	Keep away from open flames, hot surfaces and sources of ignition. Store away from other materials.
<b>Storage Conditions</b>	Store in a cool/low-temperature, well-ventilated, dry place away from heat and ignition sources. Keep containers tightly closed in a dry, cool and well-ventilated place.
<b>Incompatible products</b>	None known.

## 8. EXPOSURE CONTROLS/PERSONAL PROTECTION

### Control parameters

<b>Exposure Guidelines</b>	No exposure limits noted for ingredient(s).
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No relevant exposure guidelines for other ingredients

### Appropriate engineering controls

**Engineering Measures**

**Distribution, Workplace and Household Settings:**  
Ensure adequate ventilation

**Product Manufacturing Plant (needed at Product-Producing Plant ONLY):**  
Where reasonably practicable this should be achieved by the use of local exhaust ventilation and good general extraction

**Manufacturing Sites:**  
Not relevant

**Personal Protective Equipment**

**Eye Protection**

**Distribution, Workplace and Household Settings:**  
No special protective equipment required

**Product Manufacturing Plant (needed at Product-Producing Plant ONLY):**  
Use appropriate eye protection

**Manufacturing Sites:**  
Wear safety glasses with side shields (or goggles)  
No special protective equipment required

**Hand Protection**

**Distribution, Workplace and Household Settings:**  
No special protective equipment required

**Product Manufacturing Plant (needed at Product-Producing Plant ONLY):**  
Protective gloves

**Skin and Body Protection**

**Distribution, Workplace and Household Settings:**  
No special protective equipment required

**Product Manufacturing Plant (needed at Product-Producing Plant ONLY):**  
Wear suitable protective clothing

**Respiratory Protection**

**Distribution, Workplace and Household Settings:**  
No special protective equipment required

**Product Manufacturing Plant (needed at Product-Producing Plant ONLY):**  
In case of inadequate ventilation wear respiratory protection

**9. PHYSICAL AND CHEMICAL PROPERTIES**

Physical state                      Liquid  
Appearance                        clear To blue  
Odor                                    pleasant (perfume)  
Odor threshold                      No information available

<u>Property</u>	<u>Values</u>	<u>Remarks</u>
pH	9	
Melting Point / Freezing Point	No information available	
Initial boiling point and boiling range	No information available	
flash point	69.5 °C / 157.1 °F	Closed cup. Product is an aqueous solution containing <=24% alcohol and >=50% water.
evaporation rate	No information available	
Flammability	No information available	
Flammability Limit in Air		
Upper flammability or explosive limits	No information available	

Lower flammability or explosive limits	No information available
Vapor pressure	No information available
Relative vapor density	No information available
Relative density	No information available
Water solubility	No information available
Partition coefficient	No information available
Autoignition temperature	No information available
Decomposition temperature	No information available
Viscosity	No information available
VOC Content (%)	Products comply with US state and federal regulations for VOC content in consumer products.

**10. STABILITY AND REACTIVITY**

Reactivity	None under normal use conditions.
Stability	Stable under normal conditions.
Hazardous polymerization	Hazardous polymerization does not occur.
Hazardous Reactions	None under normal processing.
Conditions to Avoid	Keep away from open flames, hot surfaces and sources of ignition.
Incompatible Materials	None in particular.
Hazardous Decomposition Products	None under normal use conditions.

**11. TOXICOLOGICAL INFORMATION**

Product Information

Information on likely routes of exposure

Inhalation	No known effect.
Skin contact	No known effect.
Ingestion	No known effect.
Eye contact	Irritating to eyes. Avoid contact with eyes.

Delayed and immediate effects as well as chronic effects from short and long-term exposure

Acute toxicity	No known effect.
Skin corrosion/irritation	No known effect.
Serious eye damage/eye irritation	Irritating to eyes.
Skin sensitization	No known effect.
Respiratory sensitization	No known effect.
Germ cell mutagenicity	No known effect.
Reproductive toxicity	No known effect.
Developmental toxicity	No known effect.
STOT - single exposure	No known effect.
STOT - repeated exposure	No known effect.
Aspiration hazard	No known effect.
Carcinogenicity	No known effect.

Component Information

Chemical Name	CAS No	Oral LD50	Dermal LD50	Inhalation LC50
Alcohol	64-17-5	10470 mg/kg bw (OECD 401)	-	116.9 mg/L air (//OECD 403)
C9-11 Pareth-n	68439-46-3	> 300 - < 2000 mg/kg bw	> 2000 mg/kg bw	-
Deceth-n	26183-52-8	300 mg/kg	>2000 mg/kg	-

**12. ECOLOGICAL INFORMATION**



ecotoxicity

The product is not expected to be hazardous to the environment.

<b>Persistence and degradability</b>	No information available.
<b>Bioaccumulative potential</b>	No information available.
<b>Mobility</b>	No information available.
<b>Other adverse effects</b>	No information available.

**13. DISPOSAL CONSIDERATIONS**

Waste treatment methods

<b>Waste from Residues/Unused Products</b>	Disposal should be in accordance with applicable regional, national and local laws and regulations.
<b>Contaminated packaging</b>	Disposal should be in accordance with applicable regional, national and local laws and regulations.
<b>California Hazardous Waste Codes (non-household setting)</b>	331

**14. TRANSPORT INFORMATION**

DOT

Product is not regulated for transport by ground in retail packaging per 49 CFR 173.150(f)(2)

IMDG Not regulated

IATA Not regulated

**15. REGULATORY INFORMATION**

U.S. FEDERAL REGULATIONS

**CERCLA**

This material, as supplied, does not contain any substances regulated as hazardous substances under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) (40 CFR 302) or the Superfund Amendments and Reauthorization Act (SARA) (40 CFR 355). There may be specific reporting requirements at the local, regional, or state level pertaining to releases of this material.

**Clean Air Act, Section 112 Hazardous Air Pollutants (HAPs) (see 40 CFR 61)**

This product does not contain any substances regulated as hazardous air pollutants (HAPS) under Section 112 of the Clean Air Act Amendments of 1990.

**Clean Water Act**

This product does not contain any substances regulated as pollutants pursuant to the Clean Water Act (40 CFR 122.21 and 40 CFR 122.42).

**U.S. State Regulations (RTK)**

Chemical Name	CAS No	New Jersey
Alcohol	64-17-5	X

Chemical Name	CAS No	Massachusetts
Alcohol	64-17-5	X

Chemical Name	CAS No	Pennsylvania
Alcohol	64-17-5	X

**California Proposition 65**

This product is not subject to warning labeling under California Proposition 65.

**International Inventories****United States**

All intentionally-added components of this product(s) are listed on the US TSCA Inventory

**Canada**

This product is in compliance with CEPA for import by P&G

**Legend**

United States Toxic Substances Control Act Section 8(b) Inventory (TSCA)

CEPA - Canadian Environmental Protection Act

<b>16. OTHER INFORMATION</b>
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**HMIS****NFPA**

**Issuing Date:** 21-Apr-2021

**Revision date** 10-Nov-2021

**Disclaimer.**

The information provided in this Safety Data Sheet is correct to the best of our knowledge, information and belief at the date of its publication. The information given is designed only as a guidance for safe handling, use, processing, storage, transportation, disposal and release and is not to be considered a warranty or quality specification. The information relates only to the specific material designated and may not be valid for such material used in combination with any other materials or in any process, unless specified in the text

End of Safety Data Sheet

### 1. PRODUCT AND COMPANY IDENTIFICATION

**Manufacturer**

Titan Laboratories  
2935 Irving Blvd., #209  
Dallas, TX 75247

**Contact:** Titan Laboratories

**Phone:** 800-475-3300 // 214-638-1200

**Email:** info@titanlabs.net

**Web:** www.titanlabs.net

**Product Name:** Glass Gleam-3

**Revision Date:** January 2, 2017

**Version:** 3.2

**SDS Number:** 531

**Common Name:** Cleaner

**CAS Number:** MIXTURE

**Chemical Family:** Cleaner

**Chemical Formula:** \*\*\* PROPRIETARY \*\*\*

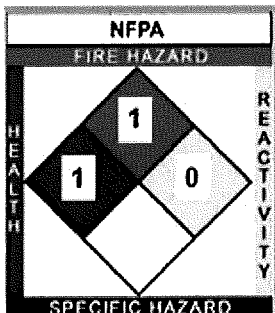
**Product Use:** Glass cleaning

**Emergency Phone:** +1-800-255-3924

### 2. HAZARDS IDENTIFICATION

NFPA:  
HMIS III:

Health = 1, Fire = 1, Reactivity = 0  
H\*1/F1/PH0

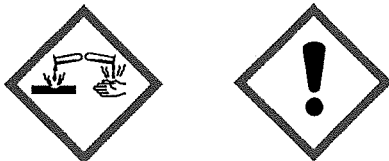


HMIS III		
HEALTH	1	1
FLAMMABILITY	1	1
PHYSICAL HAZARDS	0	0
<b>PERSONAL PROTECTION</b> B   Safety Glasses, Gloves		

PERSONAL PROTECTION INDEX													
A	☒	G	☒ + ☒ + ☒										
B	☒ + ☒	H	☒ + ☒ + ☒ + ☒										
C	☒ + ☒ + ☒	I	☒ + ☒ + ☒										
D	☒ + ☒ + ☒	J	☒ + ☒ + ☒ + ☒										
E	☒ + ☒ + ☒	K	☒ + ☒ + ☒ + ☒										
F	☒ + ☒ + ☒ + ☒	X	Consult your supervisor or E.O.P. for "SPECIAL" handling directions										
A	☒	n	☒	O	☒	p	☒	q	☒	r	☒	s	☒
t	☒	u	☒	w	☒	y	☒	z	☒				

GHS Signal Word:  
DANGER

GHS Hazard Pictograms:



# Safety Data Sheet (SDS)

Titan Laboratories, Inc.

Glass Gleam-3™

SDS #531 / January 2, 2017

Page 2

## GHS Classifications:

Health, Acute toxicity, 4 Oral  
Health, Skin corrosion/irritation, 2  
Health, Serious Eye Damage/Eye Irritation, 1

## GHS Phrases:

H302 - Harmful if swallowed  
H315 - Causes skin irritation  
H318 - Causes serious eye damage

## GHS Precautionary Statements:

P210 - Keep away from heat/sparks/open flames/hot surfaces. No smoking  
P261 - Avoid breathing dust/fume/gas/mist/vapors/spray.  
P262 - Do not get in eyes, on skin, or on clothing.  
P264 - Wash skin thoroughly after handling.  
P270 - Do not eat, drink or smoke when using this product.  
P273 - Avoid release to the environment.  
P281 - Use personal protective equipment as required.  
P301+310 - IF SWALLOWED: Immediately call a POISON CENTER or doctor/physician.  
P301+330+331 - IF SWALLOWED: Rinse mouth. Do NOT induce vomiting.  
P303+361+353 - IF ON SKIN (or hair): Remove/Take off immediately all contaminated clothing. Rinse skin with water/shower.  
P304+340 - IF INHALED: Remove victim to fresh air and keep at rest in a position comfortable for breathing.  
P305+351+338 - IF IN EYES: Rinse continuously with water for several minutes. Remove contact lenses if present and easy to do. Continue rinsing.  
P321 - Specific treatment (see supplementary first aid instructions on this label).  
P332+313 - If skin irritation occurs: Get medical advice/attention.  
P337+313 - If eye irritation persists: Get medical advice/attention.  
P362 - Take off contaminated clothing and wash before reuse.  
P405 - Store locked up.  
P410+412 - Protect from sunlight. Do not expose to temperatures exceeding 50 °C/122 °F  
P501 - Dispose of contents/container to an approved waste disposal plant.

**Health Hazards:** Not to be expected if handled and used properly. Health hazard assignment applies to concentrated product only. When this product is used at the dilutions recommended by Titan Laboratories, it attributes minimal to no health hazards, acute or chronic, to the end user.

## 3. COMPOSITION/INFORMATION ON INGREDIENTS

### Ingredients:

CAS #	Percentage	Chemical Name
N/A	65-78%	Proprietary, non-hazardous, non-regulated
68439-46-3	20-25%	Alcohols, C9-11, ethoxylated
68130-47-2	1-5%	Poly(oxy-1,2-ethanediyl), .alpha.-hydro-.omega.-hydroxy-, mono-C8-10-alkyl ethers, phosphates
6419-19-8	1-5%	Phosphonic acid, [nitrilotris (methylene)]tris-

## 4. FIRST AID MEASURES

**Inhalation:** Give oxygen or artificial respiration if needed. If symptoms develop, move victim to fresh air. If symptoms persist, obtain medical attention.

**Skin Contact:** Take off contaminated clothing and shoes immediately. Promptly flush skin with water for at least 15 minutes to ensure all chemical is removed. If reddening develops and/or persists, obtain medical attention.

**Eye Contact:** Flush with large amounts of water for at least 15 minutes, lifting upper and lower lids occasionally. Remove contact lenses if present and easy to do so. If eye irritation persists, obtain medical attention.

**Ingestion:** Rinse mouth with water. Do NOT induce vomiting unless instructed to do so. Never give anything by mouth to an unconscious person. Get immediate medical attention.

**Most important symptoms and effects, both acute and delayed:** The most important known symptoms and effects are

# Safety Data Sheet (SDS)

Titan Laboratories, Inc.

Glass Gleam-3™

SDS #531 / January 2, 2017

Page 3

described in the labelling (see Section 2) and/or Section 11.

**Indication of any immediate medical attention and special treatment needed:** No data available.

## 5. FIRE FIGHTING MEASURES

<b>Flammability:</b>	No data available
<b>Flash Point</b>	DNA
<b>Flash Point Method</b>	DNA
<b>Burning Rate</b>	No data available
<b>Autoignition Temp</b>	No data available
<b>LEL</b>	DNA
<b>UEL</b>	DNA

### Extinguishing Media:

Water Spray Water Fog Carbon Dioxide  
Alcohol-Resistant Foam  
Dry Chemical

### Special Hazards Arising From the Substance or Mixture:

Aldehydes Carbon Oxides Hydrocarbon particulate

Hydrogen Chloride gas Nitrogen Oxides (NOx) Phosphine gas Phosphorous Oxides Sodium Oxides

**Advice for Firefighters:** Firefighters should wear full-face, positive-pressure respirators.

**Further Information:** If incinerated, may release toxic fumes. Use water spray to cool unopened containers. Do NOT use high volume water jet to extinguish fire, as the force of the water jet may cause fire to spread. See Section 7 for more information on safe handling. See Section 8 for more information on personal protection equipment. See Section 13 for disposal information.

## 6. ACCIDENTAL RELEASE MEASURES

### Personal Precautions, Protective Equipment and Emergency Procedures:

Use personal protective equipment. Keep from contacting skin or eyes. Avoid breathing vapors, mist or gas. Ensure adequate ventilation. Evacuate personnel to safe areas.

**Environmental Precautions:** Prevent further release (leakage/spillage) if safe to do so. Do not allow product to enter drains. Do not allow to drain to environment.

**Methods and Materials for Containments and Cleaning Up:** Absorb with liquid-binding material (sand, diatomite, universal binders, sawdust). Place contaminated material into suitable, closed containers for disposal. Dispose of contaminated material according to Section 13. After spillage has been collected, area may be flushed with water or wet-brushed. Ensure adequate ventilation.

**Reference to Other Sections:** See Section 7 for information on safe handling. See Section 8 for information on personal protection equipment. See Section 13 for information on proper disposal.

## 7. HANDLING AND STORAGE

**Handling Precautions:** Avoid breathing vapors or mist. Avoid contact with eyes, skin, or clothing. Keep containers closed when not in use. Do not expose containers to open flame, excessive heat, or direct sunlight. Keep away from sources of ignition. Do not smoke while using material. Do not puncture or drop containers.

**Storage Requirements:** Handle with care and avoid spillage on the floor (slippage). Keep material out of reach of children. Keep material away from incompatible materials. Wash thoroughly after handling. Keep container tightly closed. Store in a well-ventilated place. Do not store at temperatures exceeding 50 °C/122 °F. Do not store in direct sunlight.

Store away from strong acids, strong bases, strong oxidizing agents, strong reducing agents, Alcohols, Amines, reactive metals

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(Zinc & Aluminum) and their alloys (Brass, etc.), Copper and its alloys, Iron, rubber, and materials that are reactive with Hydroxyl compounds.

## 8. EXPOSURE CONTROLS/PERSONAL PROTECTION

**Engineering Controls:** All ventilation should be designed in accordance with OSHA standard (29 CFR 1910.94). Use local exhaust at filling zones and where leakage and dust formation is probable. Use mechanical (general) ventilation for storage areas. Use appropriate ventilation as required to keep Exposure Limits in Air below TLV & PEL limits.

### Personal Protective Equip:

**Eye/face protection:** When using material use safety glasses and gloves according to HMIS PP, B. All safety equipment should be tested and approved under appropriate government standards such as NIOSH (US) or EN 166 (EU).

**Skin protection:** Handle with gloves made from PVC, Neoprene or Nitrile. Gloves must be inspected prior to use. Use proper glove removal technique (without touching glove's outer surface) to avoid skin contact. Dispose of contaminated gloves according to applicable laws and laboratory practices.

**Body Protection:** Chemically resistant gloves, and safety glasses are recommended. Type of protective equipment should be selected based on concentration amount and conditions of use of this material.

**Respiratory protection:** Full-face vapor respirator may be required as backup to engineering controls when proper engineering controls are not in place to keep TLV and PEL limits below defined thresholds.

**Control of environmental exposure:** Prevent leakage or spillage if safe to do so. Do not let material enter drains.

### Components with workplace control parameters:

**Component(s):** Phosphonic acid, [nitrioltris(methylene)]tris- CAS No(s): 6419-19-8  
USA Workplace Environmental Exposure Levels (TWA/WEEL): 10 mg/m<sup>3</sup>

**Biological occupational exposure limits:** Contains no substances with biological occupational exposure limits values.

## 9. PHYSICAL AND CHEMICAL PROPERTIES

**Appearance:** Clear, orange liquid

**Physical State:** Liquid

**Odor Threshold:** Not determined

**Particle Size:** Not determined

**Spec Grav./Density:** 1.028 g/ml (8.58 lbs/gal)

**Viscosity:** Not determined

**Sat. Vap. Conc.:** Not determined

**Boiling Point:** 100.6 °C (213 °F)

**Flammability:** (solid, gas): Not determined

**Partition Coefficient:** Not determined

**Vapor Pressure:** (mm Hg @ 25 °C): 20

**pH: @ 1%:** 7.4

**Evap. Rate:** (N-Butyl Acetate = 1): Not determined

**Molecular weight:** MIXTURE

**Decomp Temp:** Not determined

**Odor:** Pleasant

**Molecular Formula:** MIXTURE

**Solubility:** 100%

**Softening Point:** Not determined

**Percent Volatile:** 1.02%

**Heat Value:** Not determined

**Freezing/Melting Pt.:** Not determined

**Flash Point:** DNA

**Octanol:** Not determined

**Vapor Density:** (air = 1): Not determined

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**VOC:** 10.3 g/l  
**Bulk Density:** Not determined  
**Auto-Ignition Temp:** Not determined  
**UFL/LFL:** Not determined

## 10. STABILITY AND REACTIVITY

**Stability:** Product is stable under normal conditions.

**Conditions to Avoid:** Incompatibilities, flames, ignition sources.

**Materials to Avoid:** Strong acids, strong bases, strong oxidizing agents, strong reducing agents, Alcohols, Amines, reactive metals (Zinc & Aluminum) and their alloys (Brass, etc.), Copper and its alloys, Iron, rubber, and materials that are reactive with Hydroxyl compounds.

**Hazardous Decomposition:** Aldehydes, Carbon Oxides, Hydrocarbon particulate, Hydrogen Chloride gas, Nitrogen Oxides (NO<sub>x</sub>), Phosphine gas, Phosphorous Oxides and Sodium Oxides.

**Hazardous Polymerization:** Will not occur.

## 11. TOXICOLOGICAL INFORMATION

**Component(s):** Alcohols, C9-11, ethoxylated; Poly(oxy-1,2-ethanediyl), .alpha.-hydro-.omega.-hydroxy-, mono-C8-10-alkyl ethers, phosphates; Phosphonic acid, [nitrilotris(methylene)]tris-  
**CAS No(s):** 68439-46-3; 68130-47-2; 6419-19-8

### Acute Toxicity:

LD50 Oral - Rat: 2,910 mg/kg  
LD50 Dermal - Rabbit: > 5,000 mg/kg

**Skin Corrosion/Irritation:** Rabbit skin - Corrosive (4 h).

**Serious Eye Damage/Eye Irritation:** Rabbit eyes - Severe eye irritation.

**Respiratory or Skin Sensitization:** No data available. **Germ Cell Mutagenicity:** No data available. **Carcinogenicity:**

IARC: No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by IARC.

ACGIH: No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by ACGIH.

NTP: No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by NTP.

OSHA: No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by OSHA.

**Reproductive Toxicity:** No data available.

**Specific Target Organ Toxicity - Single Exposure:** No data available. **Specific Target Organ Toxicity - Repeated Exposure:**

No data available. **Aspiration Hazard:** No data available.

### Additional Information:

Component: Alcohols, C9-11, ethoxylated; RTECS: AX8100000

Component: Poly(oxy-1,2-ethanediyl), .alpha.-hydro-.omega.-hydroxy-, mono-C8-10-alkyl ethers, phosphates; RTECS: 1001516AS

Component: Phosphonic acid, [nitrilotris(methylene)]tris-; RTECS: SZ9860000

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## 12. ECOLOGICAL INFORMATION

**Component(s):** Alcohols, C9-11, ethoxylated; Poly(oxy-1,2-ethanediyl), .alpha.-hydro-.omega.-hydroxy-, mono-C8-10-alkyl ethers, phosphates; Phosphonic acid, [nitrilotris(methylene)]tris-  
**CAS No(s):** 68439-46-3; 68130-47-2; 6419-19-8

### Toxicity:

#### *Toxicity to fish:*

LC50 - Oncorhynchus mykiss (Rainbow Trout): 5.5 mg/l (96 h) LC50 - Pimephales promelas (Fathead Minnow): 8.5 mg/l (144 h)  
LC50 - Salmo gairdneri: 160 mg/l (96 h)

#### *Toxicity to daphnia and other aquatic invertebrates:*

EC50 - Daphnia magna (Water Flea): 5.3 mg/l (48 h)  
Immobilization EC50 - Daphnia magna (Water flea): 297 mg/l (48 h)

#### *Toxicity to algae:*

Static test EC50 - Skeletonema costatum: 80 mg/l (72 h)

### Persistence and Degradability:

No data available.

### Bioaccumulative potential:

No data available.

### Mobility in Soil:

No data available.

### Results of PBT and vPvB assessment:

Not required/conducted.

### Other Adverse Effects:

An environmental hazard cannot be excluded in the event of unprofessional handling or disposal. Toxic to aquatic life.

## 13. DISPOSAL CONSIDERATIONS

Product: Hazardous wastes shall be managed responsibly. All entities that store, transport or handle hazardous waste shall take the necessary measures to prevent risks of pollution, release into the environment or damage to people and animals. Contact a licensed professional waste disposal service to dispose of this material.

Contaminated Packaging: Dispose of as unused product.

## 14. TRANSPORT INFORMATION

### DOT (US)

Non-regulated material, liquid

### IMDG

Non-regulated material, liquid

### IATA

Non-regulated material, liquid

## 15. REGULATORY INFORMATION

### COMPONENT / (CAS/PERC) / CODES

\*Alcohols, C9-11, ethoxylated (68439463 20-25%) SARA311/312, TSCA

\*Poly(oxy-1,2-ethanediyl), .alpha.-hydro-.omega.-hydroxy-, mono-C8-10-alkyl ethers, phosphates (68130472 1-5%) TSCA



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\*Phosphonic acid, [nitrilotris(methylene)]tris- (6419198 1-5%) TSCA

### REGULATORY KEY DESCRIPTIONS

SARA311/312 = SARA 311/312 Toxic Chemicals

TSCA = Toxic Substances Control Act

## 16. OTHER INFORMATION

### Disclaimer:

The data in this Safety Data Sheet relates only to the specific material designated herein and does not relate to use in combination with any other material in any process. The information set forth herein is furnished free of charge and is based on technical data that Titan Laboratories believes to be reliable. It is intended for use by persons having technical skill and at their own discretion and risk. Since conditions of use are outside of Titan Laboratories' control, Titan Laboratories makes no warranties, expressed or implied, and assumes no liability in connection with any use of this information. Nothing herein is to be taken as a license to operate under, or a recommendation to infringe upon, any patents.

**1. PRODUCT AND COMPANY IDENTIFICATION**

**Manufacturer**

Titan Laboratories  
2935 Irving Blvd., #209  
Dallas, TX 75247

Contact: Titan Laboratories

Phone: 800-475-3300 // 214-638-1200

Email: [\\_info@titanlabs.net](mailto:_info@titanlabs.net)

Web: [www.titanlabs.net](http://www.titanlabs.net)

Product Name: Glass Gleam-4 RTU

Revision Date: January 3, 2022

Version: 1.8

SDS Number: 541

Common Name: Ready-to-Use Cleaner

CAS Number: MIXTURE

Chemical Family: Cleaner

Chemical Formula: \*\*\* PROPRIETARY \*\*\*

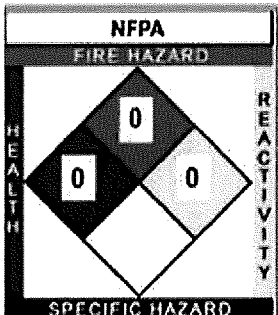
Product Use: Glass cleaning

Emergency Phone: +1-800-255-3924

**2. HAZARDS IDENTIFICATION**

NFPA:  
HMIS III:

Health = 0, Fire = 0, Reactivity = 0  
H0/F0/PH0



HMIS III	
HEALTH	0
FLAMMABILITY	0
PHYSICAL HAZARDS	0
PERSONAL PROTECTION A   Safety Glasses	

PERSONAL PROTECTION INDEX							
A	☒	G	☒ + ☒ + ☒				
B	☒ + ☒	H	☒ + ☒ + ☒ + ☒				
C	☒ + ☒ + ☒	I	☒ + ☒ + ☒				
D	☒ + ☒ + ☒	J	☒ + ☒ + ☒ + ☒				
E	☒ + ☒ + ☒	K	☒ + ☒ + ☒ + ☒				
F	☒ + ☒ + ☒ + ☒	X	Consult your supervisor of OSHA "SPECIAL" handling directions				
A	☒	n	☒	o	☒	p	☒
t	☒	u	☒	w	☒	y	☒
<small>           A: Acute Toxicity; n: Nuisance; o: Oxidizing; p: Irritant; t: Aquatic Toxicity; u: Irritant (Skin); w: Aquatic Toxicity (Long-term); y: Very Toxic; z: Extremely Toxic         </small>							

**GHS Precautionary Statements:**

- P261 - Avoid breathing dust/fume/gas/mist/vapors/spray.
- P262 - Do not get in eyes, on skin, or on clothing.
- P264 - Wash skin thoroughly after handling.
- P270 - Do not eat, drink or smoke when using this product.
- P273 - Avoid release to the environment.
- P301+312 - IF SWALLOWED: Call a POISON CENTER or doctor/physician if you feel unwell.
- P301+330+331 - IF SWALLOWED: Rinse mouth. Do NOT induce vomiting.

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P302+350 - IF ON SKIN: Gently wash with soap and water.

P305+351+338 - IF IN EYES: Rinse continuously with water for several minutes. Remove contact lenses if present and easy to do. Continue rinsing.

P332+313 - If skin irritation occurs: Get medical advice/attention.

P337+313 - If eye irritation persists: Get medical advice/attention.

P405 - Store locked up.

P410+412 - Protect from sunlight. Do not expose to temperatures exceeding 50 °C/122 °F

P501 - Dispose of contents/container to an approved waste disposal plant.

## 3. COMPOSITION/INFORMATION ON INGREDIENTS

### Ingredients:

CAS #	Percentage	Chemical Name
N/A	100%	Proprietary, non-hazardous, non-regulated

## 4. FIRST AID MEASURES

**Inhalation:** Give oxygen or artificial respiration if needed. If symptoms develop, move victim to fresh air. If symptoms persist, obtain medical attention.

**Skin Contact:** Promptly flush skin with water for at least 15 minutes to ensure all chemical is removed. If reddening develops and/or persists, obtain medical attention.

**Eye Contact:** Flush with large amounts of water for at least 15 minutes, lifting upper and lower lids occasionally. Remove contact lenses if present and easy to do so. If eye irritation persists, obtain medical attention.

**Ingestion:** Rinse mouth with water. Do NOT induce vomiting unless instructed to do so. Never give anything by mouth to an unconscious person. If symptoms persist, obtain medical attention.

**Most important symptoms and effects, both acute and delayed:** The most important known symptoms and effects are described in the labelling (see Section 2) and/or Section 11.

**Indication of any immediate medical attention and special treatment needed:** No data available.

## 5. FIRE FIGHTING MEASURES

Flammability	No data available
Flash Point	DNA
Flash Point Method	DNA
Burning Rate	No data available
Autoignition Temp	No data available
LEL	DNA
UEL	DNA

### Extinguishing Media:

Water Spray

Water Fog

Carbon Dioxide

Alcohol-Resistant Foam

Dry Chemical

**Special Hazards Arising From the Substance or Mixture:** Aldehydes Carbon Oxides Hydrocarbon particulate Hydrogen Chloride gas Nitrogen Oxides (NOx) Phosphine gas Phosphorous Oxides Sodium Oxides.

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**Advice for Firefighters:** Firefighters should wear full-face, positive-pressure respirators.

**Further Information:**

If incinerated, may release toxic fumes.

Use water spray to cool unopened containers.

See Section 7 for more information on safe handling.

See Section 8 for more information on personal protection equipment. See Section 13 for disposal information.

## 6. ACCIDENTAL RELEASE MEASURES

**Personal Precautions, Protective Equipment and Emergency Procedures:**

Use personal protective equipment. Keep from contacting skin or eyes. Avoid breathing vapors, mist or gas. Ensure adequate ventilation. Evacuate personnel to safe areas.

**Environmental Precautions:**

Prevent further release (leakage/spillage) if safe to do so. Do not allow product to enter drains.

Do not allow to drain to environment.

**Methods and Materials for Containments and Cleaning Up:**

Absorb with liquid-binding material (sand, diatomite, universal binders, sawdust). Place contaminated material into suitable, closed containers for disposal. Dispose of contaminated material according to Section 13.

After spillage has been collected, area may be flushed with water or wet-brushed. Ensure adequate ventilation.

**Reference to Other Sections:**

See Section 7 for information on safe handling.

See Section 8 for information on personal protection equipment. See Section 13 for information on proper disposal.

## 7. HANDLING AND STORAGE

**Handling Precautions:** Avoid breathing vapors or mist. Avoid contact with eyes, skin, or clothing. Keep containers closed when not in use. Do not expose containers to open flame, excessive heat, or direct sunlight. Keep away from sources of ignition. Do not smoke while using material. Do not puncture or drop containers. Handle with care and avoid spillage on the floor (slippage). Keep material out of reach of children. Keep material away from incompatible materials. Wash thoroughly after handling.

**Storage Requirements:** Keep container tightly closed. Store in a well-ventilated place. Do not store at temperatures exceeding 50 °C/122 °F. Do not store in direct sunlight. Store away from strong acids, strong bases, strong oxidizing agents, strong reducing agents, Alcohols, Amines, reactive metals (Zinc & Aluminum) and their alloys (Brass, etc.), Copper and its alloys, Iron, rubber, and materials that are reactive with Hydroxyl compounds.

## 8. EXPOSURE CONTROLS/PERSONAL PROTECTION

**Engineering Controls:** All ventilation should be designed in accordance with OSHA standard (29 CFR 1910.94). Use local exhaust at filling zones and where leakage and dust formation is probable. Use mechanical (general) ventilation for storage areas. Use appropriate ventilation as required to keep Exposure Limits in Air below TLV & PEL limits.

**Personal Protective Equip:**

*Eye/face protection:*

When using material use safety glasses according to HMIS PP, A. All safety equipment should be tested and approved under appropriate government standards such as NIOSH (US) or EN 166 (EU).

*Skin protection:* Handle with gloves made from PVC, Neoprene or Nitrile, if desired. Gloves are not needed for normal use. Gloves must be inspected prior to use. Use proper glove removal technique (without touching glove's outer surface) to avoid skin contact. Dispose of contaminated gloves according to applicable laws and laboratory practices.

*Body Protection:* Chemically resistant safety glasses are recommended. Type of protective equipment should be selected based

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on concentration amount and conditions of use of this material.

*Respiratory protection:* None required.

*Control of environmental exposure:* Prevent leakage or spillage if safe to do so. Do not let material enter drains.

### Components with workplace control parameters:

Contains no substances with occupational exposure limit values.

### Biological occupational exposure limits:

Contains no substances with biological occupational exposure limits values.

## 9. PHYSICAL AND CHEMICAL PROPERTIES

**Appearance:** Clear, orange liquid

**Physical State:** Liquid

**Odor Threshold:** Not determined

**Particle Size:** Not determined

**Spec Grav./Density:** 1.001 g/ml (8.35 lbs/gal)

**Viscosity:** Not determined

**Sat. Vap. Conc.:** Not determined

**Boiling Point:** 100.0 °C (212 °F)

**Flammability:** (solid, gas): Not determined

**Partition Coefficient:** Not determined

**Vapor Pressure:** (mm Hg @ 25 °C): Not determined

**pH: @ 1%:** 7.1

**Evap. Rate:** (N-Butyl Acetate = 1): Not determined

**Molecular weight:** MIXTURE

**Decomp Temp:** Not determined

**Odor:** Odorless

**Molecular Formula:** MIXTURE

**Solubility:** 100%

**Softening Point:** Not determined

**Percent Volatile:** DNA

**Heat Value:** Not determined

**Freezing/Melting Pt.:** Not determined

**Flash Point:** DNA

**Octanol:** Not determined

**Vapor Density:** (air = 1): Not determined

**VOC:** DNA

**Bulk Density:** Not determined

**Auto-Ignition Temp:** Not determined

**UFL/LFL:** Not determined

## 10. STABILITY AND REACTIVITY

**Stability:** Product is stable under normal conditions.

**Conditions to Avoid:** Incompatibilities, flames, ignition sources.

**Materials to Avoid:** Strong acids, strong bases, strong oxidizing agents, strong reducing agents, Alcohols, Amines, reactive metals (Zinc & Aluminum) and their alloys (Brass, etc.), Copper and its alloys, Iron, rubber, and materials that are reactive with Hydroxyl compounds.

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**Hazardous Decomposition:** Aldehydes, Carbon Oxides, Hydrocarbon particulate, Hydrogen Chloride gas, Nitrogen Oxides, (NOx), Phosphine gas, Phosphorous Oxides and Sodium Oxides.

**Hazardous Polymerization:** Will not occur.

## 11. TOXICOLOGICAL INFORMATION

**Component(s):** N/A

**CAS No(s):** N/A

**Acute Toxicity:** No data available.

**Skin Corrosion/Irritation:** Generally this product does not irritate the skin.

**Serious Eye Damage/Eye Irritation:** Generally this product does not irritate the eyes.

**Respiratory or Skin Sensitization:** No data available. **Germ Cell Mutagenicity:** No data available. **Carcinogenicity:**

**IARC:** No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by IARC.

**ACGIH:** No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by ACGIH.

**NTP:** No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by NTP.

**OSHA:** No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by OSHA.

**Reproductive Toxicity:** No data available.

**Specific Target Organ Toxicity - Single Exposure:** No data available. **Specific Target Organ Toxicity - Repeated Exposure:** No data available. **Aspiration Hazard:** No data available.

**Additional Information:** No data available.

## 12 ECOLOGICAL INFORMATION

**Component(s):** N/A

**CAS No(s):** N/A

### **Toxicity:**

*Toxicity to fish:*

No data available.

*Toxicity to daphnia and other aquatic invertebrates:*

No data available.

### **Persistence and Degradability:**

Readily biodegradable.

### **Bioaccumulative potential:**

No data available.

### **Mobility in Soil:**

No data available.

### **Results of PBT and vPvB assessment:**

Not required/conducted.

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## Other Adverse Effects:

An environmental hazard cannot be excluded in the event of unprofessional handling or disposal. Product does not present any hazards to aquatic life.

## 13. DISPOSAL CONSIDERATIONS

Product: Hazardous wastes shall be managed responsibly. All entities that store, transport or handle hazardous waste shall take the necessary measures to prevent risks of pollution, release into the environment or damage to people and animals. Contact a licensed professional waste disposal service to dispose of this material.

Contaminated Packaging: Dispose of as unused product.

## 14. TRANSPORT INFORMATION

### DOT (US)

Non-regulated material, liquid

### IMDG

Non-regulated material, liquid

### IATA

Non-regulated material, liquid

## 15. REGULATORY INFORMATION

### COMPONENT / (CAS/PERC) / CODES

Proprietary, non-hazardous, non-regulated (None 100%) None - Reporting not required

### REGULATORY KEY DESCRIPTIONS

None - Not applicable

## 16 OTHER INFORMATION

### Disclaimer:

The data in this Safety Data Sheet relates only to the specific material designated herein and does not relate to use in combination with any other material in any process. The information set forth herein is furnished free of charge and is based on technical data that Titan Laboratories believes to be reliable. It is intended for use by persons having technical skill and at their own discretion and risk. Since conditions of use are outside of Titan Laboratories' control, Titan Laboratories makes no warranties, expressed or implied, and assumes no liability in connection with any use of this information. Nothing herein is to be taken as a license to operate under, or a recommendation to infringe upon, any patents.

**Section 1: IDENTIFICATION**

**Product Name:** Simple Green® All-Purpose Cleaner  
**Additional Names:**

**Manufacturer's Part Number:** \*Please refer to Section 16

**Recommended Use:** Cleaner & Degreaser for water tolerant surfaces.  
**Restrictions on Use:** Do not use on non-rinseable surfaces.

**Company:** Sunshine Makers, Inc. **Telephone:** 800-228-0709 • 562-795-6000 *Mon – Fri, 8am – 5pm PST*  
 15922 Pacific Coast Highway **Fax:** 562-592-3830  
 Huntington Beach, CA 92649 USA **Email:** [info@simplegreen.com](mailto:info@simplegreen.com)  
**Emergency Phone:** Chem-Tel 24-Hour Emergency Service: 800-255-3924

**Section 2: HAZARDS IDENTIFICATION**

This product is not considered hazardous under 2012 OSHA Hazard Communication Standard (29 CFR 1910.1200).

OSHA HCS 2012

Label Elements

**Signal Word:** None **Hazard Symbol(s)/Pictogram(s):** None required  
**Hazard Statements:** None  
**Precautionary Statements:** None  
**Hazards Not Otherwise Classified (HNOC):** None  
**Other Information:** None Known

**Section 3: COMPOSITION/INFORMATION ON INGREDIENTS**

<u>Ingredient</u>	<u>CAS Number</u>	<u>Percent Range</u>
Water	7732-18-5	> 80.698%*
C9-11 Alcohols Ethoxylated	68439-46-3	< 5.000%*
Surfactant	Proprietary	< 5.000%*
Sodium Citrate	68-04-2	< 5.000%*
Sodium Carbonate	497-19-8	< 1.000%*
Tetrasodium Glutamate Diacetate	51981-21-6	< 1.000%*
Citric Acid	77-92-9	< 1.000%*
Blend of Polyoxyalkylene Substituted Chromophores (Cyan and Yellow)	Proprietary Mixture	< 0.100%*
Fragrances	Proprietary Mixture	< 1.000%*
Anethole	104-46-1	< 0.100%*
Eucalyptol	470-82-6	< 0.100%*
Methylchloroisothiazolinone	26172-55-4	< 0.001%*
Methylisothiazolinone	2682-20-4	< 0.0001%*

*\*specific percentages of composition are being withheld as a trade secret*

**Section 4: FIRST-AID MEASURES**

**Inhalation:** Not expected to cause respiratory irritation. If adverse effect occurs, move to fresh air.  
**Skin Contact:** Not expected to cause skin irritation. If adverse effect occurs, rinse skin with water.  
**Eye Contact:** Not expected to cause eye irritation. If adverse effect occurs, flush eyes with water.  
**Ingestion:** May cause upset stomach. Drink plenty of water to dilute. See section 11.  
**Most Important Symptoms/Effects, Acute and Delayed:** None known.



**Section 4: FIRST-AID MEASURES - continued**

Indication of Immediate Medical Attention and Special Treatment Needed, if necessary: Treat symptomatically

**Section 5: FIRE-FIGHTING MEASURES**

**Suitable & Unsuitable Extinguishing Media:** Use Dry chemical, CO2, water spray or "alcohol" foam. Avoid high volume jet water.  
**Specific Hazards Arising from Chemical:** In event of fire, fire created carbon oxides may be formed.  
**Special Protective Actions for Fire-Fighters:** Wear positive pressure self-contained breathing apparatus; Wear full protective clothing.

*This product is non-flammable. See Section 9 for Physical Properties.*

**Section 6: ACCIDENTAL RELEASE MEASURES**

**Personal Precautions, Protective Equipment and Emergency Procedures:** For non-emergency and emergency personnel: See section 8 – personal protection. Avoid eye contact. Safety goggles suggested.

**Environmental Precautions:** Do not allow into open waterways and ground water systems.

**Methods and Materials for Containment and Clean Up:** Dike or soak up with inert absorbent material. See section 13 for disposal considerations.

**Section 7: HANDLING AND STORAGE**

**Precautions for Safe Handling:** Ensure adequate ventilation. Keep out of reach of children. Keep away from heat, sparks, open flame and direct sunlight. Do not pierce any part of the container. Do not mix or contaminate with any other chemical. Do not eat, drink or smoke while using this product.

**Conditions for Safe Storage including Incompatibilities:** Keep container tightly closed. Keep in cool dry area. Avoid prolonged exposure to sunlight. Do not store at temperatures above 109°F (42.7°C). If separation occurs, mix the product for reconstitution.

**Section 8: EXPOSURE CONTROLS / PERSONAL PROTECTION**

**Exposure Limit Values:** No components listed with TWA or STEL values under OSHA or ACGIH.

**Appropriate Engineering Controls:** Showers, eyewash stations, ventilation systems

**Individual Protection Measures / Personal Protective Equipment (PPE)**

**Eye Contact:** Use protective glasses or safety goggles if splashing or spray-back is likely.  
**Respiratory:** Use in well ventilated areas or local exhaust ventilations when cleaning small spaces.  
**Skin Contact:** Use protective gloves (any material) when used for prolonged periods or dermally sensitive.  
**General Hygiene Considerations:** Wash thoroughly after handling and before eating or drinking.

**Section 9: PHYSICAL AND CHEMICAL PROPERTIES**

<b>Appearance:</b>	Green Liquid	<b>Partition Coefficient: n-octanol/water:</b>	Not determined
<b>Odor:</b>	Added sassafras odor	<b>Autoignition Temperature:</b>	Non-flammable
<b>Odor Threshold:</b>	Not determined	<b>Decomposition Temperature:</b>	42.7°C (109°F)
<b>pH:</b>	8.5 – 9.2	<b>Viscosity:</b>	Like water
<b>Freezing Point:</b>	0-3.33°C (32-38°F)	<b>Specific Gravity:</b>	1.01 – 1.03
<b>Boiling Point &amp; Range:</b>	101°C (213.8°F)	<b>VOCs:</b>	**Water & fragrance exemption in calculation

**Section 9: PHYSICAL AND CHEMICAL PROPERTIES - continued**

Flash Point:	> 212°F	SCAQMD 304-91 / EPA 24:	0 g/L	0 lb/gal	0%
Evaporation Rate:	Not determined	CARB Method 310**:	< 5 g/L	<0.0417lb/gal	<0.5%
Flammability (solid, gas):	Not applicable	SCAQMD Method 313:	Not tested		
Upper/Lower Flammability or Explosive Limits:	Not applicable	VOC Composite Partial Pressure:	Not determined		
Vapor Pressure:	0.60 PSI @77°F, 2.05 PSI @100°F	Relative Density:	8.42 – 8.59 lb/gal		
Vapor Density:	Not determined	Solubility:	100% in water		

**Section 10: STABILITY AND REACTIVITY**

**Reactivity:** Non-reactive.  
**Chemical Stability:** Stable under normal conditions 70°F (21°C) and 14.7 psig (760 mmHg).  
**Possibility of Hazardous Reactions:** None known.  
**Conditions to Avoid:** Excessive heat or cold.  
**Incompatible Materials:** Do not mix with oxidizers, acids, bathroom cleaners, or disinfecting agents.  
**Hazardous Decomposition Products:** Normal products of combustion - CO, CO2.

**Section 11: TOXICOLOGICAL INFORMATION**

**Likely Routes of Exposure:**  
 Inhalation - Overexposure may cause headache.  
 Skin Contact - Not expected to cause irritation, repeated contact may cause dry skin.  
 Eye Contact - Not expected to cause irritation.  
 Ingestion - May cause upset stomach.

*Symptoms related to the physical, chemical and toxicological characteristics:* no symptoms expected under typical use conditions.  
*Delayed and immediate effects and or chronic effects from short term exposure:* no symptoms expected under typical use conditions.  
*Delayed and immediate effects and or chronic effects from long term exposure:* headache, dry skin, or skin irritation may occur.  
*Interactive effects:* Not known.

Numerical Measures of Toxicity

**Acute Toxicity:** Oral LD<sub>50</sub> (rat) > 5 g/kg body weight  
 Dermal LD<sub>50</sub> (rabbit) > 5 g/kg body weight  
*Calculated via OSHA HCS 2012 / Globally Harmonized System of Classification and Labelling of Chemicals*

**Skin Corrosion/Irritation:** Non-irritant per Dermal Irritation® assay modeling. No animal testing performed.  
**Eye Damage/Irritation:** Non-irritant per Ocular Irritation® assay modeling. No animal testing performed.  
**Germ Cell Mutagenicity:** Mixture does not classify under this category.  
**Carcinogenicity:** Mixture does not classify under this category.  
**Reproductive Toxicity:** Mixture does not classify under this category.  
**STOT-Single Exposure:** Mixture does not classify under this category.  
**STOT-Repeated Exposure:** Mixture does not classify under this category.  
**Aspiration Hazard:** Mixture does not classify under this category.

**Section 12: ECOLOGICAL INFORMATION**

**Ecotoxicity:** Volume of ingredients used does not trigger toxicity classifications under the Globally Harmonized System of Classification and Labelling of Chemicals.  
**Aquatic:** Aquatic Toxicity - Low, based on OECD 201, 202, 203 + Microtox: EC<sub>50</sub> & IC<sub>50</sub> ≥100 mg/L. Volume of ingredients used does not trigger toxicity classifications under the Globally Harmonized System of Classification and Labelling of Chemicals.  
**Terrestrial:** Not tested on finished formulation.

**Section 12: ECOLOGICAL INFORMATION - continued**

**Persistence and Degradability:** Readily Biodegradable per OCED 301D, Closed Bottle Test. Reaches 100% biodegradation within 60 days.

**Bioaccumulative Potential:** No data available.

**Mobility in Soil:** No data available.

**Other Adverse Effects:** No data available.

**Section 13: DISPOSAL CONSIDERATIONS**

**Unused or Used Liquid:** May be considered hazardous in your area depending on usage and tonnage of disposal – check with local, regional, and or national regulations for appropriate methods of disposal.

**Empty Containers:** May be offered for recycling.

Never dispose of used degreasing rinsates into lakes, streams, and open bodies of water or storm drains.

**Section 14: TRANSPORT INFORMATION**

**U.N. Number:** Not applicable

**U.N. Proper Shipping Name:** Cleaning Compound, Liquid NOI

**Transport Hazard Class(es):** Not applicable

**Packing Group:** Not applicable

**Environmental Hazards:** Marine Pollutant - NO

**Transport in Bulk (according to Annex II of MARPOL 73/78 and IBC Code):** Unknown.

**Special precautions which user needs to be aware of/comply with, in connection with transport or conveyance either within or outside their premises:** None known.

<b>U.S. (DOT) / Canadian TDG:</b>	Not Regulated for shipping.	<b>ICAO/ IATA:</b>	Not classified as Hazardous
<b>IMO / IDMG:</b>	Not classified as Hazardous	<b>ADR/RID:</b>	Not classified as Hazardous

**Section 15: REGULATORY INFORMATION**

**All components are listed on:** TSCA and DSL Inventory.

**SARA Title III:** Sections 311/312 Hazard Categories – Not applicable.  
 Sections 313 Superfunds Amendments and Reauthorizations Act of 1986 – Not applicable.  
 Sections 302 – Not applicable.

**Clean Air Act (CAA):** Not applicable

**Clean Water Act (CWA):** Not applicable

**State Right To Know Lists:** No ingredients listed

**California Proposition 65:** No ingredients listed

This product has been classified as “not classifiable as hazardous” in accordance with Consumer Product Safety Commission (16 CFR Chapter 2) and labelled and packaged accordingly.

**US Consumer Product Safety Commission Regulations**

This product is labeled in accordance with regulations administered by the Consumer Product Safety Commission (CPSC). However, the use pattern and exposure in the workplace are generally not consistent with those experienced by consumers. Therefore, the requirements of the Occupational Safety and Health Administration applicable to this SDS differ from the labeling requirements of the CPSC, and this SDS may contain additional health hazard information not pertinent to consumer use and not found on the product label.

**Section 16: OTHER INFORMATION**

<u>Size</u>	<u>UPC</u>	<u>Size</u>	<u>UPC</u>
2 fl. oz.	043318131035	67.6 fl. oz.	043318000393
4 fl. oz.	043318130014	67.6 fl. oz.w/ dilution bottle	043318005442
16 fl. oz.	043318130021	140 fl. oz.	043318001390
22 fl. oz.	043318130229	140 fl. oz. w/ dilution bottle	043318001468
24 fl. oz.	043318006241	1 gallon	043318000799
24 fl. oz.	043318130137	1 gallon	043318004957
32 fl. oz.	043318000652	1 gallon	043318130052
32 fl. oz.	043318002557	1 gallon w/ dilution bottle	043318480416
32 fl. oz.	043318130335	1 gallon w/ dilution bottle	043318480492
67.6 fl. oz.	043318130144	2.5 gallon	043318004889

USA items listed only. Not all items listed. USA items may not be valid for international sale.

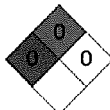
**NFPA:**

Health – None

Flammability – Non-flammable

Stability – Stable

Special - None



**Acronyms**

NTP	National Toxicology Program	IARC	International Agency for Research on Cancer
OSHA	Occupational Safety and Health Administration	CPSC	Consumer Product Safety Commission
TSCA	Toxic Substances Control Act	DSL	Domestic Substances List

**Prepared / Revised By:** Sunshine Makers, Inc., Regulatory Department.

**This SDS has been revised in the following sections:** Aligned Section 3 with California Ingredient Disclosure and minor fixes.

**DISCLAIMER:** The information provided in this Safety Data Sheet is correct to the best of our knowledge, information and belief at the date of its publication. The information given is designed only as guidance for safe handling, use, processing, storage, transportation, disposal and release and is not to be considered a warranty or quality specification. The information relates only to the specific material designated and may not be valid for such material used in combination with any other materials or in any process, unless specified in the text.



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
WORKERS' COMPENSATION AGENCY  
KEVIN A. ELSENHEIMER  
DIRECTOR

RICK SNYDER  
GOVERNOR

STEVE ARWOOD  
DIRECTOR

March 13, 2014

Moeller Property Services Inc.  
3127 Vassar  
Dearborn, MI 48124

RE: Notice of Exclusion  
FEIN: 463683975

Dear Mr. Moeller:

The Notice of Exclusion that you are attempting to file with this agency is being returned, as it cannot be processed as completed.

**Please call this office to discuss the proper use of this form.**

Sincerely,

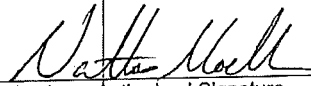
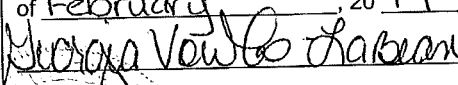
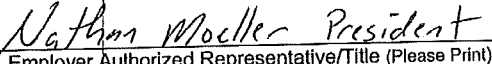
Margo Heinonen  
Insurance Programs

enclosure(s)

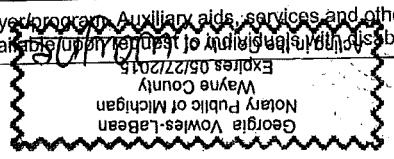
# NOTICE OF EXCLUSION

Michigan Department of Licensing and Regulatory Affairs  
 Workers' Compensation Agency  
 PO Box 30016, Lansing, MI 48909  
 (517) 322-1195

Read instructions and general information sheet prior to completing

A. Employer Name(s) <b>MOELLER PROPERTY SERVICES, INC.</b>		Telephone Number <b>313-530-6236</b>	D. Federal ID Number <b>46-3683975</b>	
B. Principal Office Address (Street Number and Name) <b>3127 VASSAR</b>		City <b>DEARBORN</b>	State <b>MI</b>	ZIP Code <b>48124</b>
C. Type of Business <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation				
E. Name of sole proprietor, partners, officers of corporation, or members who are also managers of limited liability company.				
Name <b>NATHAN MOELLER</b>		Title <b>PRESIDENT</b>		
Name		Title		
Name		Title		
Name		Title		
F. PERSONS SIGNING BELOW CERTIFY THAT THEY ARE EMPLOYED BY EMPLOYER AND ARE ELIGIBLE TO BE EXCLUDED UNDER THE MICHIGAN WORKERS' DISABILITY COMPENSATION ACT (SEE INSTRUCTIONS AND GENERAL INFORMATION SHEET). EACH PERSON SIGNING THIS FORM VOLUNTARILY ELECTS TO BE EXCLUDED FROM BEING CONSIDERED AN EMPLOYEE UNDER THE ACT. THIS EXCLUSION REMAINS IN EFFECT NO MORE THAN 20 DAYS AFTER THE NOTICE OF TERMINATION OF EXCLUSION, FORM WC-338, IS RECEIVED BY OUR AGENCY. (SEE R408.41C)				
Name of Employee (Type or Print) <b>NATHAN MOELLER</b>		Signature of Employee		Social Security Number <b>XXX-XX-3503</b>
<input checked="" type="checkbox"/> Corporate Officer <input type="checkbox"/> Partner <input type="checkbox"/> Member and Manager <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Parent				
Name of Employee (Type or Print)		Signature of Employee		Social Security Number <b>XXX-XX-</b>
<input type="checkbox"/> Corporate Officer <input type="checkbox"/> Partner <input type="checkbox"/> Member and Manager <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Parent				
Name of Employee (Type or Print)		Signature of Employee		Social Security Number <b>XXX-XX-</b>
<input type="checkbox"/> Corporate Officer <input type="checkbox"/> Partner <input type="checkbox"/> Member and Manager <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Parent				
Name of Employee (Type or Print)		Signature of Employee		Social Security Number <b>XXX-XX-</b>
<input type="checkbox"/> Corporate Officer <input type="checkbox"/> Partner <input type="checkbox"/> Member and Manager <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Parent				
G. As an authorized representative of the employer, I have read sections 418.161(2), 418.161(3), 418.161(4), and 418.161(5) of the Michigan Workers' Disability Compensation Act of 1969. I have also read rule 408.41b and rule 408.41c. I certify that the excluded employees comprise all of the employees of this employer and are eligible to be excluded. I understand this exclusion shall remain in effect no more than 20 days after the Notice of Termination of Exclusion, Form WC-338, is received by the agency. I further certify that all parties signing this exclusion have received a copy prior to filing.				
 Employer Authorized Signature		Subscribed and sworn to before me this <b>15</b> day of <b>February</b> , 20 <b>14</b> .  Notary Public County: <b>Wayne</b> Commission Expires: <b>5-27-15</b>		
 Employer Authorized Representative/Title (Please Print)				

LARA is an equal opportunity employer program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.  
 Authority: Workers' Disability Compensation Act 418.161(5)  
 Completion: Voluntary  
 Penalty: None





500 West Big Beaver  
 Troy, MI 48084  
 troymi.gov

# CITY COUNCIL AGENDA ITEM

Date: October 24, 2022

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager  
 Dee Ann Irby, Controller  
 Kurt Bovensiep, Public Works Director  
 Dennis Trantham, Facilities and Grounds Operations Manager  
 Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Window Cleaning Services

### History

- The Facilities Division is responsible for overseeing Window Cleaning Services for City facilities.
- Window Cleaning Services are routinely performed during the spring and fall seasons. Services are currently provided at City Hall, Police Department, Library, District Court, Community Center, Transit Center, Training Center, and the Department of Public Works.
- Window Cleaning Services at other City facilities are utilized on an as-needed basis.
- Premier Window Cleaning of Dearborn, MI has successfully been providing these services at most facilities since 2014.
- Requests and pricing for Window Cleaning Services have increased exceeding the \$10,000 threshold.
- Because of the increase in requests and pricing, and to allow for a multiple-year award, a request for bid was solicited.

### Purchasing

- On October 13, 2022 a bid opening was conducted as required by the City Charter/Code for three (3) year requirements of Window Washing Services with an option to renew for two (2) additional years.
- The bid was posted on the MITN Purchasing Group website; [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi).
- Ninety-seven (97) vendors were notified via the MITN website.
- Two (2) bids were received which one did not meet specifications regarding the bid surety requirements. Below is a detailed summary of the vendor responses.

<b>Companies notified via MITN</b>	97
Troy Companies notified via MITN	5
Troy Companies - Active email Notification	4
Troy Companies - Active Free	1
<b>Companies that viewed the bid</b>	5
Troy Companies that viewed the bid	0

*MITN provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.*

**Active MITN** members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.

**Active MITN non-paying members** are responsible to monitor and check the MITN website for opportunities to do business with the City.

**Inactive MITN member** status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM

### **Purchasing (continued)**

- *Premier Window Cleaning Inc. of Dearborn, MI* is the low bidder meeting specifications and is being recommended for award.
- *Premier Window Cleaning Inc.* has successfully provided window cleaning services for the City of Troy and meets all requirements.

### **Financial**

Funds are budgeted and available in the various department operating budgets.

### **Recommendation**

City Management recommends awarding a three (3) year contract with an option to renew for two (2) additional years for Window Cleaning Services to *Premier Window Cleaning Inc. of Dearborn, MI* for an estimated annual cost of \$24,200 for two annual cleanings at unit prices contained in the bid tabulation opened October 13, 2022; not to exceed budgetary limitations; contract to expire June 30, 2025.



Opening Date: 10/13/2022  
 Date Reviewed: 10/13/2022

CITY OF TROY  
 BID TABULATION  
 WINDOW CLEANING SERVICES

ITB-COT 22-35  
 Page 1 of 2

VENDOR NAME:	Premier Window Cleaning Inc.	Saber Window Cleaning
CITY:	Dearborn, MI	Auburn Hills, MI
CHECK AMOUNT:	\$1,000.00	<b>NOT PROVIDED</b>
CHECK #:	922224	

**PROPOSAL: To provide all necessary equipment, materials and personnel for WINDOW CLEANING SERVICES AT MULTIPLE CITY BUILDINGS for a three (3) year term with an option to renew for two (2) additional years**

Description	Total Price per Cleaning	Total Price per Cleaning
<b>Troy City Hall, 500 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to be cleaned inside and out</li> <li>All entrances to be cleaned inside and out</li> <li>Both courtyards cleaned inside and out</li> </ul>	\$1,350.00	\$5,200.00
<b>Troy Police Station, 500 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to be cleaned inside and out</li> <li>Main entrance double set of windows to be cleaned inside and out including wiping off ledges of any water and dust</li> <li>Main 30' atrium to be cleaned inside and out</li> <li>Second 30' atrium to be cleaned inside and out</li> <li>Third 15' atrium to be cleaned inside and out</li> <li>All stairway glass in main entrance and side entrance to be cleaned on both sides</li> <li>Side entrance double set of windows to be cleaned inside and out</li> <li><b>Background check and fingerprinting is required for access</b></li> </ul>	\$2,290.00	\$5,400.00
<b>Troy Library, 510 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to be cleaned inside and out</li> <li>Vestibule glass entrance to youth area to be cleaned inside and out</li> <li>Main entrance to be cleaned inside and out</li> <li>Side entrance to be cleaned inside and out</li> </ul>	\$790.00	\$2,950.00
<b>Troy District Court, 520 W Big Beaver</b>		
<ul style="list-style-type: none"> <li>All perimeter windows including complete entranceway and guard barrier into court house will be cleaned inside and out</li> <li>Skylight in middle of building to be cleaned inside and out</li> <li><b>Background check and fingerprinting is required for access</b></li> </ul>	\$890.00	\$4,200.00
<b>Troy Community Center, 3179 Livernois</b>		
<ul style="list-style-type: none"> <li>Interior and exterior windows of the perimeter of building will be cleaned including entrances</li> <li>Frames and window ledges will be cleaned removing all dirt and debris</li> <li>Clean main support beam in east main entrance</li> </ul>	\$4,250.00	\$4,000.00
<b>Troy Transit Center, 1201 Doyle</b>		
<ul style="list-style-type: none"> <li>Cleaning of all interior and exterior windows in main lobby and entrance ways</li> <li>Cleaning of interior and exterior of Tower 1</li> <li>Interior cleaning only of sky bridge</li> <li>Complete interior and partial exterior cleaning of tower 2 (due to high voltage power lines)</li> <li>Cleaning of all three outside sitting areas</li> </ul>	\$1,490.00	\$2,800.00

Opening Date: 10/13/2022  
 Date Reviewed: 10/13/2022

CITY OF TROY  
 BID TABULATION  
 WINDOW CLEANING SERVICES

ITB-COT 22-35  
 Page 2 of 2

Description	Premier Window Cleaning Inc.	Saber Window Cleaning
	Total Price per Cleaning	Total Price per Cleaning
<b>Troy Fire and Police Training Center, 4850 John R</b>		
<ul style="list-style-type: none"> <li>All perimeter windows on main building to have a general cleaning inside and out</li> <li>All screens to be removed and washed and cleaned</li> <li>All bay doors to have their windows cleaned inside and out</li> <li>Entrances with vestibule glass to be cleaned inside and out</li> <li>Training tower to be cleaned inside and out</li> <li><b>Background check and fingerprinting is required for acce</b></li> </ul>	\$500.00	\$1,200.00
<b>Department of Public Works, 4693 Rochester Road</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to be cleaned inside and out</li> <li>Front entrance vestibule to be cleaned inside and out</li> <li>Employee entrance vestibule to be cleaned inside and out</li> </ul>	\$240.00	\$500.00
<b>DPW Parks Garage, 4695 Rochester Road</b>		
<ul style="list-style-type: none"> <li>All perimeter windows to have a general cleaning inside and out</li> <li>Entrances to be cleaned inside and out</li> </ul>	\$300.00	\$150.00
<b>GRAND TOTAL ALL LOCATIONS:</b>	<b>\$12,100.00</b>	<b>\$26,400.00</b>
<b>CONTACT INFORMATION:</b>		
Contact Name:	Nathan Moeller	Heather Brown
Hours of Operation:	7am - 6pm	7am - 4pm
24 Hr. Phone Number:	313-530-6236	248-598-5258
<b>SITE INSPECTION:</b>	Y or N	Y
<b>REFERENCES:</b>	Y or N	Y
<b>ABLE TO BEGIN ON SCHEDULE:</b>	Y or N	N; November 2022
<b>CAN MEET INSURANCE:</b>	Y or N	Y
<b>PAYMENT TERMS:</b>	Y or N	30 days from invoice date
<b>WARRANTY:</b>	Y or N	30 days
<b>EXCEPTIONS:</b>	Y or N	N/A
<b>ACKNOWLEDGEMENT:</b>	Y or N	N/A
<b>VENDOR QUESTIONNAIRE:</b>	Y or N	None
<b>FORMS:</b>	Y or N	Y
		Missing Familial Disclosure and Non-Collusion Affidavit

**Low Bidder Meeting Specifications**

Attest:

(\*Bid Opening conducted via a Zoom Meeting)

Zach Haapala  
Laura Campbell  
Beth Zaccardelli

\_\_\_\_\_  
 Emily Frontera  
 Purchasing Manager



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/11/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> ROBERT J ROLL AGENCY LLC AGENT NUMBER 4652  18618 FORT ST RIVERVIEW MI 48193		<b>CONTACT NAME:</b> MEGAN BOYLAN <b>PHONE (A/C, No, Ext):</b> 734-284-9500 <b>FAX (A/C, No):</b> 734-284-6616 <b>E-MAIL ADDRESS:</b> MBOYLAN@FBINSMI.COM	
<b>INSURED</b> MOELLER PROPERTY SERVICES INC DBA PREMIER WINDOW CLEANING INC 3127 VASSAR DEARBORN MI 48124		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: FARM BUREAU INSURANCE INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	<b>NAIC #</b>

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		S-2921929	11/12/2021	11/12/2022	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: FIRE LEGAL						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EACH FIRE \$ 50,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

We will endeavor to mail written notice of cancellation at least ten (10) days before the date of cancellation if we cancel for non-payment of premium, thirty (30) days before the cancellation date if we cancel for any other reason, as provided in policy language. Coverage extended to the scheduled Additional Insured, City of Troy as afforded in the Comprehensive General Liability coverage, is provided on a primary, noncontributory, or excess basis only as defined in the policy language

**CERTIFICATE HOLDER****CANCELLATION**

CITY OF TROY  500 W BIG BEAVER RD TROY MI 48084	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE ROBERT J ROLL
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# VEHICLE OR EQUIPMENT CERTIFICATE OF INSURANCE

DATE (MM/DD/YYYY)  
10/11/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

This form is used to report coverages provided to a single specific vehicle or equipment. Do not use this form to report liability coverage provided to multiple vehicles under a single policy. Use ACORD 26 for that purpose.

<b>PRODUCER</b> <b>State Farm</b> JAMES FEDEWA 24409 EUREKA RD TAYLOR, MI 48180	<b>CONTACT NAME:</b> JENNIFER DOBBINS <b>PHONE (A/C, No, Ext):</b> 734-946-1100 <b>E-MAIL ADDRESS:</b> JENNIFER@JAMESFEDEWA.NET <b>PRODUCER CUSTOMER ID #:</b>	<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> RACHAL & NATHAN MOELLER 3127 VASSAR ST DEARBORN, MI 48124	<b>INSURER A:</b> State Farm Mutual Automobile Insurance Company	<b>NAIC #:</b> 25178
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

DESCRIPTION OF VEHICLE OR EQUIPMENT				
YEAR	MAKE / MANUFACTURER	MODEL	BODY TYPE	VEHICLE IDENTIFICATION NUMBER
2021	RAM	1500	P/U	1C6SRFJT6MN670128
DESCRIPTION			VEHICLE/EQUIPMENT VALUE	SERIAL NUMBER
			\$	

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICY(IES) OF INSURANCE LISTED BELOW HAS/HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD(S) INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICY(IES) DESCRIBED HEREIN IS/ARE SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICY(IES).		

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/>	VEHICLE LIABILITY	096 2653-F17-22R	06/17/2022	12/17/2022	COMBINED SINGLE LIMIT	\$
						BODILY INJURY (Per person)	\$ 1,000,000
						BODILY INJURY (Per accident)	\$ 1,000,000
						PROPERTY DAMAGE	\$ 1,000,000
		GENERAL LIABILITY				EACH OCCURENCE	\$
		OCCURRENCE				GENERAL AGGREGATE	\$
		CLAIMS MADE					\$
INSR LTR	LOSS PAYEE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS / DEDUCTIBLE	
A	<input checked="" type="checkbox"/>	VEH COLLISION LOSS	096 2653-F17-22R	06/17/2022	12/17/2022	<input type="checkbox"/> ACV <input type="checkbox"/> AGREED AMT	\$ LIMIT
						<input type="checkbox"/> STATED AMT	\$ 500 DED
A	<input checked="" type="checkbox"/>	VEH COMP <input type="checkbox"/> VEH OTC	096 2653-F17-22R	06/16/2022	12/17/2022	<input type="checkbox"/> ACV <input type="checkbox"/> AGREED AMT	\$ LIMIT
						<input type="checkbox"/> STATED AMT	\$ 200 DED
		EQUIPMENT				<input type="checkbox"/> ACV <input type="checkbox"/> AGREED AMT	\$ LIMIT
		<input type="checkbox"/> BASIC <input type="checkbox"/> BROAD				<input type="checkbox"/> RC <input type="checkbox"/> STATED AMT	\$ DED
		<input type="checkbox"/> SPECIAL				<input type="checkbox"/>	\$

REMARKS (INCLUDING SPECIAL CONDITIONS / OTHER COVERAGES) (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

ADDITIONAL INTEREST	CANCELLATION
Select one of the following: <input type="checkbox"/> The additional interest described below has been added to the policy(ies) listed herein by policy number(s). <input type="checkbox"/> A request has been submitted to add the additional interest described below to the policy(ies) listed herein by policy number(s).	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
<b>VEHICLE / EQUIPMENT INTEREST:</b> <input type="checkbox"/> LEASED <input type="checkbox"/> FINANCED	<b>DESCRIPTION OF THE ADDITIONAL INTEREST</b> <input type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> LENDER'S LOSS PAYEE
<b>NAME AND ADDRESS OF ADDITIONAL INTEREST</b> CITY OF TROY 500 W BIG BEAVER RD TROY, MI 48084	<b>LOAN / LEASE NUMBER</b>
	<b>AUTHORIZED REPRESENTATIVE</b> Completed by an authorized State Farm representative. If signature is required, please contact a State Farm agent.

Farm Bureau General Insurance Company of Michigan  
GUARDIAN POLICY

ADDITIONAL INTEREST NOTICE

Transaction Effective Date 11/12/2022	Policy Period (from 12:01 a.m.) 11/12/2022 To 11/12/2023	Policy No. S 292192919
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ADDITIONAL INSURED

CITY OF TROY  
500 W BIG BEAVER RD  
TROY MI 48084

Agent: 4652  
ROBERT J ROLL CIC

Subject to all applicable policy provisions, the Additional Insured named above has an interest in this policy, as indicated by the endorsement listed below.

The address provided is the mailing address.

Named Insured:  
MOELLER PROPERTY  
SERVICES INC DBA  
PREMIER WINDOW CLEANING INC  
3127 VASSAR  
DEARBORN, MI 48124

BUSINESS LIABILITY:	LIMITS
General Aggregate: (Other than Products-Completed Operations)	\$ 2,000,000
Products-Completed Operations Aggregate:	\$ 2,000,000
Each Occurrence:	\$ 1,000,000
Fire Legal Liability Coverage:	\$ 50,000 each fire
Premises Medical Payments Coverage:	\$ 10,000 each person
Designation of Premises:	3127 VASSAR DEARBORN, MI 48124
Applicable Endorsement No.:	1816

Process Date: 09/28/2022

2081-6 (01-10)

**ADDITIONAL INSURED - OWNERS, LESSEES, OR CONTRACTORS**

This endorsement modifies insurance provided under the Business Liability section of this policy.

1. The "Persons Insured" provision is amended to include as an additional Insured the person(s) or organization(s) shown in the Declarations, but only with respect to liability for bodily injury, property damage, personal injury, or advertising injury caused, in whole or in part, by:
  - (a) your acts or omissions; or
  - (b) the acts or omissions of those acting on your behalf;in the performance of your work for that additional Insured(s).

However:

  - (a) the insurance afforded to such additional Insured only applies to the extent permitted by law; and
  - (b) if coverage provided to the additional Insured is required by a contract or agreement, the insurance afforded to such additional Insured will not be broader than that which you are required by the contract or agreement to provide for such additional Insured.
2. With respect to the insurance afforded to these additional Insureds, the following additional exclusions apply:

This insurance does not apply to bodily injury or property damage occurring after:

  - (a) all work, including materials, parts, or equipment furnished in connection with such work, on the project (other than service, maintenance, or repairs) to be performed by or on behalf of the additional Insured(s) at the location of the covered operations has been completed; or
  - (b) that portion of your work out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
3. With respect to the insurance afforded to these additional Insureds, the following is added to Bodily Injury and Property Damage Liability and to Premises Medical Payments:

If coverage provided to the additional Insured is required by a contract or agreement, the most we will pay on behalf of the additional Insured is the amount of insurance:

  - (a) required by the contract or agreement; or
  - (b) available under the applicable limits of liability shown in the Declarations;whichever is less.

This endorsement shall not increase the applicable limits of liability shown in the Declarations.

All other provisions of this policy apply.