

April 28, 2017

Michael E. Phelan  
President/CEO  
BCI Burke Company, LLC  
660 Van Dyne Road  
Fond du Lac, WI 54937

Re: Award of Contract # R170301

Dear Mr. Phelan:

Per official action taken by the Board of Directors of Region 4 Education Service Center, on April 25, 2017, National IPA is pleased to announce that BCI Burke Company, LLC has been awarded an annual contract for the following, based on the sealed proposal (RFP# 17-03) submitted on March 15, 2017:

**Commodity/Service**

Playground Systems, Installation,  
Service and Related Items

**Supplier**

BCI Burke Co, LLC

This contract is effective May 1, 2017 and will expire on April 30, 2020. As indicated above, your Contract # is R170301. This contract may be renewed annually for an additional two (2) years if mutually agreed by Region 4 ESC/National IPA and BCI Burke Co, LLC.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business. If you have any questions, please contact Al Piper, Contract Manager assigned to your contract at phone # 615-380-1307 or [alan.piper@nationalipa.org](mailto:alan.piper@nationalipa.org)

Sincerely,



Al Piper, CPPB  
Contract Manager



October 20, 2020

Marianne Larson  
Sales Support Manager  
BCI Burke Company, LLC  
660 Van Dyne Road  
Fond du Lac, WI 54937  
[mlarson@bciburke.com](mailto:mlarson@bciburke.com)

Re: Renewal Award of Contract #R170301

Dear Ms. Larson:

Per official action taken by the Board of Directors of Education Service Center, Region 4 on October 20, 2020, Region 4 ESC is pleased to announce that BCI Burke Company, LLC has been awarded an annual contract renewal for the following, based on the sealed proposal submitted to Region 4 on March 15, 2017, and subsequent performance thereafter:

**Contract**

Playground Systems, Installation, Service and Related Items

The contract will expire on April 30, 2022, completing the fifth year of a five-year term contract. The contract is available through OMNIA Partners, Public Sector. Your designated OMNIA Partners, Public Sector contact is Fred Flores, at (713) 554-0494 or [fred.flores@omniapartners.com](mailto:fred.flores@omniapartners.com).

The partnership between BCI Burke Company, LLC, Region 4 and OMNIA Partners, Public Sector can be of great help to participating agencies. Please provide copies of this letter to your sales representative(s) to assist in their daily course of business.

Sincerely,

DocuSigned by:

*Robert Zingelmann*

AB11C26E709E4C4...

Robert Zingelmann  
Chief Financial Officer, Finance and Operations Services

## **Region 4 Education Service Center**

Contract R170301

*for*

Playground Systems, Installation, Service and Related Items

*with*

BCI Burke Company, LLC

Effective: May 1 ,2017

The following documents comprise the executed contract between Region 4 Education Service Center and BCI Burke Company, LLC, effective May 1, 2017

- I. Vendor Contract Signature Form
- II. BCI Burke Response
- III. Original Request for Proposal



## **VENDOR CONTRACT SIGNATURE FORM**

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Offeror and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name BCI Burke Company, LLC

Address 660 Van Dyne Road

City/State/Zip Fond du Lac, WI 54937

Telephone No. (920) 921-9220

Fax No. (920) 921-9566

Email address sales@bciburke.com

Printed name Michael E. Phelan

Position with company President / CEO

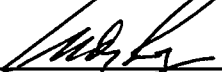
Authorized signature 

**Accepted by The Cooperative Purchasing Network:**

**Acknowledgement of Addendum Number(s):** 1

**Term of contract** May 1, 2017 to April 30, 2020

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 4 ESC and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a contract whether renewed or not.

  
Region 4 ESC Authorized Board Member

4/25/2017  
Date

Andy Reyes  
Print Name

  
Region 4 ESC Authorized Board Member

4/25/2017  
Date

Margaret S. Bass  
Print Name

**TCPN Contract Number** B170301



7145 West Tidwell Road ~ Houston, Texas 77092  
(713) 462-7708  
[www.esc4.net](http://www.esc4.net)

Publication Date: February 1, 2017

**ADDENDUM NO. 1**

**NOTICE TO OFFEROR**

**SUBMITTAL DEADLINE: Wednesday, March 15, 2017 @ 2:00 PM CT**

Questions regarding this solicitation must be submitted in writing to Jason Wickel, Cooperative Purchasing Coordinator at [questions@esc4.net](mailto:questions@esc4.net) or (713) 744-8189 no later than *February 23, 2017 at 5pm CT*. All questions and answers will be posted to both [www.esc4.net](http://www.esc4.net) and [www.nationalipa.org](http://www.nationalipa.org) under [Solicitations](#). Offerors are responsible for viewing either website to review all questions and answers prior to submitting proposals. Please note that oral communications concerning this RFP shall not be binding and shall in no way excuse the responsive Offeror of the obligations set forth in this proposal.

**Request for Proposal (RFP)**  
**by**

**Region 4 Education Service Center ("ESC")**

**for**

**Playground Systems, Installation, Service and Related Items**

**On behalf of itself, other government agencies and non-profits, made available  
through The Cooperative Purchasing Network "TCPN."**

**Solicitation Number 17-03**

This Addendum No. 1 amends the Request for Proposals (RFP) for Playground Systems, Installation, Service and Related Items 17-03 (Addendum). To the extent of any discrepancy between the original RFP and this Addendum, this Addendum shall prevail.

This Addendum No. 1 is hereby issued to correct the submittal deadline date on the RFP document. The submittal deadline is Wednesday, March 15, 2017 @ 2:00 PM CT.

**Note:** Envelopes must be sealed, prominently marked with the RFP solicitation number, RFP title, RFP opening time/date and name of vendor. Electronic submissions of the RFP will not be accepted. **Submissions must be received by the Region 4 ESC office at: 7145 West Tidwell Road, Houston, TX 77092 no later than 2:00 pm CT, at which time the bid opening process shall commence. Proposals will be collected in a conference room to be determined by Region 4 ESC and opened and recorded publicly. Any proposal received later than the specified time, whether delivered in person, courier or mailed, shall be disqualified.**

## **VENDOR CONTRACT SIGNATURE FORM**

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Offeror and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name BCI Burke Company, LLC

Address 660 Van Dyne Road

City/State/Zip Fond du Lac, WI 54937

Telephone No. (920) 921-9220

Fax No. (920) 921-9566

Email address sales@bciburke.com

Printed name Michael E. Phelan

Position with company President / CEO

Authorized signature 

### **Accepted by The Cooperative Purchasing Network:**

**Acknowledgement of Addendum Number(s):** 1

**Term of contract** \_\_\_\_\_ **to** \_\_\_\_\_

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 4 ESC and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a contract whether renewed or not.

\_\_\_\_\_  
Region 4 ESC Authorized Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Region 4 ESC Authorized Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**TCPN Contract Number** \_\_\_\_\_



## **Product / Services Specifications – Appendix B**

### **Project Planning & Communication**

Burke and our Authorized Representatives work closely with our customers before, during and after the sale to ensure that we provide solutions to their playground needs. The typical communications process is as follows:

- Begin with a fact finding session to understand the customer's needs.
- Prepare a playground design drawing using our propriety "EZ Design" software and review with the customer to obtain feedback and make any necessary adjustments.
- Create a detailed proposal with pricing and timeline for all products and services.
- Obtain a purchase order and submit the order to Burke via our on-line ordering system.
- Communicate the details of the order, including the scheduled ship date and location.
- Schedule installation date and coordinate with any other contractors (site preparation, etc.) as needed.
- Prior to shipment, Burke sends the customer a FREE Maintenance Kit. This kit includes a customized playground maintenance schedule and manual specifically designed for their play structure. The kit also includes touch-up paint to match the structure's colors, and graffiti remover – all packaged in a hard-sided case for long-lasting durability.
- Install equipment, surfacing and other ancillary products and perform final inspection.
- Follow-up with customer to ensure that they are completely satisfied.

### **Quality Assurance Procedures**

Burke has been imagining, designing and creating custom Burke Built™ play systems for over 96 years. Our years of experience and professional expertise allow Burke to provide exceptional quality at an affordable price. Play systems may look similar from a distance, but up close there are quality details and safeguards on a Burke play system that others do not have. Burke play systems are built with the highest quality materials available, including high-strength steel and thick, double wall, rotationally molded plastics with UV-15 protection. TCPN can be confident that our play systems are Burke Built in our Fond du Lac, Wisconsin facility and backed by the Generations™ Warranty.

Burke is committed to the following principles:

- We will provide innovative and superior quality park, playground and recreation equipment to our customers by using materials and processes that minimize the creation of waste and pollution.
- We will ship products to our customers complete, correct and on time.
- We will provide excellent customer service before and after the sale to ensure complete customer satisfaction.

- We will train our employees so they can best serve our customers and conduct all facility activities in an environmentally sound manner.
- We will comply with or exceed all applicable environmental laws, regulations and other requirements to which we subscribe.
- We will consistently examine our processes and products to ensure the continual improvement of our Quality and Environmental Management System.

Burke's quality program consists of four parts:

- The President/CEO is ultimately responsible for the operation of the quality system. This position approves operating procedures, monitors the quality system for effectiveness, and delegates other quality program responsibilities.
- The Quality Manager is responsible for daily manufacturing quality and has the ability to quickly modify any manufacturing processes that do meet our quality standards.
- Our Engineering Team is responsible for designing quality parts and components. They ensure that Burke playground equipment meets, and is in compliance with, all applicable standards and regulations.
- The Quality Technician manages the document and record keeping portion of the quality system, tracking and maintaining the corrective/ preventative action portion of the quality system, scheduling and conducting internal audits, and regularly reporting on the status of the quality system.

## **Project Management Experience**

BCI Burke and its Authorized Representatives coordinate and manage the installation of thousands of playgrounds each year. Our experience varies from small rural schools and parks to large municipalities such as the Chicago Park District, Culver City, CA Unified School District and Wichita, KS Public Schools. Whether a school district has an enrollment of nearly 700,000 or 7,000 students, Burke provides overarching customer service.

Burke's Authorized Representatives offer a full turn-key solution for TCPN customers and manage projects on a daily basis. Projects range from the most basic that include a small piece of playground equipment, to complete park projects, including playground equipment, surfacing, splash pads, pavilions, bleachers and other site amenities. Each firm distributes a wide variety of complementary products and services and has built strong relationships with local installers and contractors. Project changes are managed by effective communication between all contracted parties and is consistently handled effectively and efficiently.

TCPN customers are able to purchase non-Burke contracted products and services through our network of Authorized Representatives. Burke will provide line item quotations for these "open market" items on the TCPN quote, and will clearly indicate that these are "open market" goods and/or services. TCPN customers will be required to sign the quotation, which is an indication that they agree to the products and services as quoted.

The following are examples of the exemplary products and services our Representatives have provided to their customers. The first example is from the City of Kearny, Nebraska:

*I am writing you this playground reference letter based on the positive experiences that I have had working with Julie Kutilek from Creative Sites. I have had the pleasure of working with Julie in two communities in Nebraska (Dakota City and Broken Bow) since 2014.*

*In August 2014, a major wind storm struck the City of Dakota City and a cottonwood tree crushed the playground structure in a major park. Through working with Julie and Creative Sites we were able to replace the structure by December 2014. We presented to the community an incredible themed playground that draws people from the entire Siouxland Area (South Sioux City, NE, Sioux City, IA, North Sioux City, SD, etc.) to Dakota City.*

*Now that I am with the City of Broken Bow we are working with Julie and Creative Sites on a playground in our Downtown Square which the center piece of our community. We went out for bids and Creative Sites was the low bidder as well as designed a custom structure just for our community. The structure and surfacing is anticipated to be installed by the end of August 2016.*

*I have thoroughly enjoyed working with Julie and Creative Sites over the years and I look forward to our continued positive relationship. She truly encompasses and far exceeds my expectations every step of the way when it comes to giving the communities an amazing product.*

*I appreciate you taking your time to review my positive reference of Julie and Creative Sites. Please feel free to contact me at any time for additional questions at (308) 870-2150 or via email at [bclark@cityofbrokenbow.org](mailto:bclark@cityofbrokenbow.org).*

*Brent Clark  
City Administrator*

The next is from the City of West Covina, CA:

*It is a pleasure to provide this letter of recommendation to Innovative Playground Company, LLC and BCI Burke Company.*

*The City of West Covina rehabilitated Del Norte Park utilizing Community Development Block Grant Funds. After meeting with Alvino Larios, President of Innovative Playgrounds, the City of West Covina knew the project would be a success. Alvino and his team prepared a top quality park design to meet the City's budget needs, provided an exceptional play space unique to our community and provided excellent customer service.*

*The Del Norte playground project was part of a total rehabilitation of the park that included a splash pad and dog park. After meeting with Innovative Playgrounds, the City of West Covina focused the new park features around Innovative Playground design. With the success of this park and BCI Burke's collection of playgrounds, the City of West Covina is looking to move away from having similar playground equipment at each park, and creating unique play spaces at each of our City parks. As a City, we are very excited about these new possibilities and appreciate Innovative Playgrounds assistance and product standards. In the six months that the playground has been open to families we have not had*

*any maintenance or installation issues. We are very happy with the quality product that we have purchased and look forward to installing more of their products in other parks.*

*I would highly recommend Innovative Playgrounds and BCI Burke products to any community looking to redesign and rehabilitate their aging parks. Please feel free to contact me if you have any questions at 626-939-8401.*

*Chris Freeland  
Deputy City Manager/Community Services Director*

These are just two examples of municipalities that have indicated their extreme satisfaction with projects that Burke and our Representatives have completed. More references are available in Tab 5.



## Experience with Public Agencies & Landscape Architects

Burke and our Authorized Representatives are experienced in partnering with Public Agencies, City, County, State Parks and other agencies served by TCPN. An example of this is Cherry Hill School in New Lenox, IL. When Cherry Hill School changed its primary focus to students with varying abilities, many of the school's new student population used wheelchairs or walkers and were unable to comfortably use the existing playground. Further, there wasn't an inclusive playspace within the community that they could use. The team at Cherry Hill School, led by Principal Emily Schissler, saw this as the perfect opportunity to bring play to all children, enhance their learning and help to get them moving physically. The Cherry Hill school team understands the importance of play and the role it has in development of everything from physical to emotional to cognitive skills and, after products were chosen and designs completed, the focus turned to purchasing the playground in the simplest way possible and guaranteeing that the vision developed by the team at Cherry Hill School and Play Illinois wasn't compromised by having to send this project to bid and incur the added cost and paperwork. Cherry Hill School worked with BCI Burke and Burke's local Representative Play Illinois to purchase the new playground on the TCPN contract. Read the entire story as a Case Study in the attached documentation.

Working with landscape architects and designers is part of Burke's passion to bringing a higher level of play design to communities around the world. With a staff of playground designers of various backgrounds, we are equipped to provide the level of play design required. One example is a Case Study published in LASN in June of 2016. Here Burke partnered with our local Representative Child's Play, la terra studio<sup>SM</sup> and the customer to create a playspace that allowed children to learn outside of the traditional classroom while providing a beautifully designed, unique space that fit into the landscape perfectly and reflects a high level of attention to detail. Read the entire story as published in the attached documentation.

# CHERRY HILL SCHOOL PLAYGROUND

Opportunity is defined as a set of circumstances that makes it possible to do something. For Cherry Hill School in New Lenox, IL, they defined opportunity as a new playground for the school and community where children of all abilities could play, develop and have fun together in a safe and comfortable environment.

The story begins when Cherry Hill School changed its primary focus to students with varying abilities. Many of the school's new student population used wheelchairs or walkers and were unable to comfortably use the playground. Further, there wasn't an inclusive playspace within the community that they could use. The team at Cherry Hill School, led by Principal Emily Schissler, saw this as the perfect opportunity to bring play to all children, enhance their learning and help to get them moving physically. The Cherry Hill school team understands the importance of play and the role it has in development of everything from physical to emotional to cognitive skills.

"Play outside helps develop motor skills and helps to get them moving so they are more focused in the classroom," said Robert Groos, Business Manager – Cherry Hill School. "Having a playground that brings all children together is important for all of their development," he added.

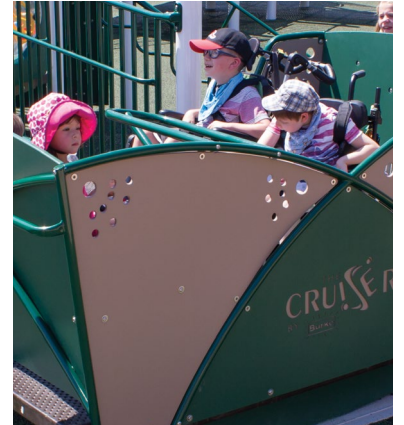
Working with Burke and Play Illinois, Burke's local Representative, Emily and her team selected playground equipment and surfacing that allowed all children to not only have equal access to the playspace but have full and equal participation in play. In addition to accommodating children with varying physical abilities, many play events such as spinning and swinging were incorporated into the design to create positive play experiences for autistic students.

After products were chosen and designs completed, the focus turned to purchasing the playground in the simplest way possible and guaranteeing that the vision developed by the team at Cherry Hill School and Play Illinois wasn't compromised by having to send this project to bid and incur the added cost and paperwork. Cherry Hill already used TCPN for other purchasing, so it was the natural choice to help them simplify their purchase process and still meet all legal bidding requirements.

"By using TCPN to purchase our playground, we were able to avoid having to send this project to bid, having to find comparables and not being able to select exactly what we want and need," said Groos. "Using TCPN is extremely easy and saves a considerable amount of time in the purchasing process. When it comes time to design and purchase another playground, we will use exactly the same model," he added.

Now the playground is in full use and the children and staff couldn't be happier.

"This has been my favorite project," said Groos. "It has been well received by everyone – the staff, the Board and, most importantly, the children."



**"PLAY IS THE  
EXULTATION OF  
THE POSSIBLE."**  
-MARTIN BUBER







**Above:** The paving (Pavestone 'Holland Stone Parkway' series) that bisects the First United Methodist Church in Richardson, Texas playground was selected to mimic the cross on the main stained glass window of the church; the cross is also used for the church logos and in its publications. The new trees bordering the playground are 'Natchez' crape myrtles, which are protected by 48"x72" cast iron tree grates (Ironsmith 'PaverGrate'). The curved leg and armrest benches have wood slats and ductile iron casting frames (Victor Stanley 'Framers Modern'). A two-foot brick wall along the north edge of the playground

is the foundation for the fencing on that side, and creates an upper viewing area. The walkway behind it has 6 brick planter boxes used for educational instruction on nature, plants and seasons.

**Left & Above:** The artificial turf surfacing allows all children to be at the heart of the action. The green polyethylene fiber safety surfacing, reminiscent of a fine blade fescue or blue grass lawn, is a play element for many of the children; they enjoy lying down and rolling about on the soft uniform surface. The surfacing is 100% recyclable, and backed by a shock and drainage pad. The toddler (left) is about to sound a bell. The light poles (Valmont) and fixtures ('NeoSphere' from Kim Lighting) were relocated from the previous playground. The playground fencing was constructed on site by a subcontractor.

## Learning Outside the Traditional Classroom and Throw in Some Physical Development and Socialization Activities, Too

by Steve Kelly, LASN, and Sarah Lisiecki, BCI Burke

**Some of their latest school playgrounds incorporate "learning outside the classroom," i.e., play elements that not only help youngsters in their physical development and social interaction, but allow them to experience making music, engage their tactile and auditory development, or even "enhance their cognitive planning and strategic thinking," as play sociologists are wont to say.**

For the kids, of course, playground equipment is all about fun, even if the adults are trying to "trick" them into learning on the playground. Playground designers and planners have plenty of challenges. Selecting fun play structures is easy enough, depending on the budget, but they must take into consideration that some kids have significant physical limitations. Accessibility has been a key playground component for over a decade now, and only continues to grow in prominence. Then there's the consideration that some children aren't as adventurous as others, so it's important to have some equipment that isn't intimidating or that requires little physical effort to enjoy; other kids, of course, are rambunctious and

want to be physically challenged and play accordingly, so that level must also be met.

### First United Methodist Church in Richardson, Texas Playground Design—la terra studio, Dallas

When Brad Moulton, ASLA, principal at la terra studio, a Dallas-based landscape architecture, urban design, and planning firm, learned about the expansion at First United Methodist Church in Richardson, Texas, he knew the project would hold a special place in his heart. Brad grew up in Richardson, a city located about 10 miles north of Dallas. He was a member of the church, and his two children attended the church's daycare, so it was exciting that the church was about to get a new, improved and larger play space as part of a \$20 million dollar expansion to meet the needs of the growing community and region.

First United Methodist Church (FUMCR) serves the north Dallas region, and has over 6,500 members, making it one of the largest Methodist Churches in the country. The church has an





#### Above

The 'Charade Panel' is a two-sided game where kids spin the panel to navigate a metal ball through a maze. The game involves eye-hand coordination and some strategic thinking. Clearly the game is intriguing these little shavers.

#### Top, Right

Among the tactile elements on the playground is the 'Maze Panel.' The toddlers seem quite absorbed in following the circuitous route of their squirrel friend.

#### Bottom, Right

For some tots, the Sound Garden panel may be their first hands-on experience at creating musical sounds (piano notes heard by pushing the buttons), creating interesting sounds by spinning the rain wheel, or beating out rhythms on the tom tom (the drum top is the other end of the yellow tube).

active youth program and offers a full daycare for ages 13 weeks to 5 years old, preschool classes through first year kindergarten, as well as more than 15 youth Sunday classes. Throughout the week, the church serves as a gathering space for multiple community programs that offer childcare, so the play space is rarely empty and needs to accommodate different ages and abilities without noticeably dividing the area.

As the design of the new building expansion was going to displace the current playground, a new on site location was identified. The existing playground equipment was only about 8 years old, and in good condition. It was donated to an organization that provides shelter to children and families. Child's Play, Inc., the local BCI Burke playground representative, donated their services to deconstruct the old playground, and install the new playground at its new location.

The goal of the playground project was to create a space for children ages 2-12 that could be used for a variety of purposes. The challenge for the team at la terra studio was to take learning and development outside and make it available to everyone. Ground-level play offers inclusiveness for children with mobility limitations. The artificial turf surfacing allows all children to be at the heart of

*(Continued on page 84)*

**IRONSMITH**  
Leadership by design

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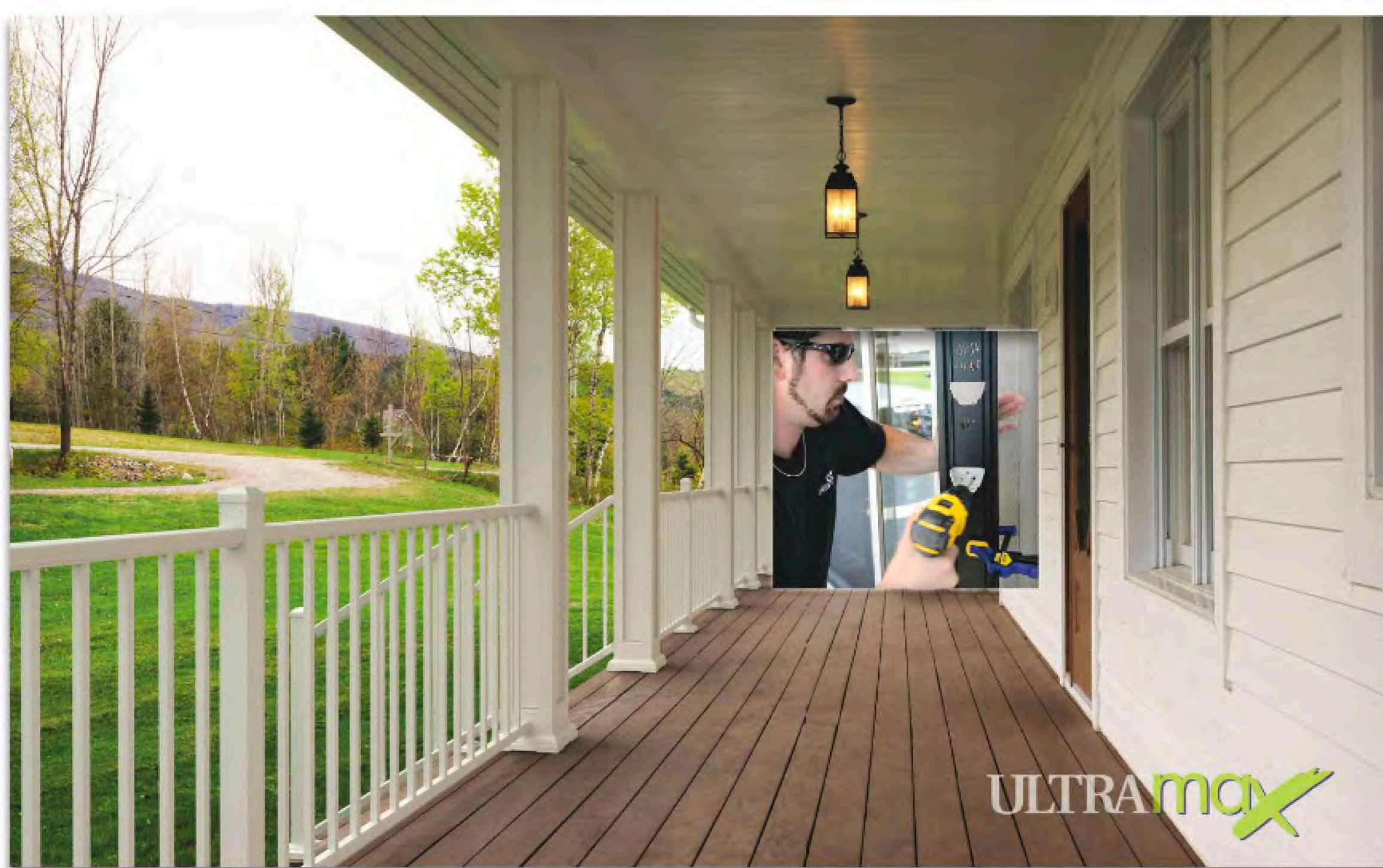
IRONSMITH's Paver-Grate™ suspended paver system lets you design over —instead of around— tree areas for optimized planting, tree health and pedestrian comfort. An excellent choice for urban areas, the Paver-Grate™ system seamlessly provides root space without impeding on pedestrian walk areas. Paver-Grate™ tree grates can be specified in standard or custom sizes with or without opening trim rings to meet your exact needs.

For more information about all IRONSMITH products visit us online at [www.ironsmith.biz](http://www.ironsmith.biz) or call, 760-776-5077.

Information Request # 520



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one way  
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A variety of customization options are available to create a porch or deck that is truly unique, including our 6" and 8" column wraps. They are designed to attach around wood porch posts or understructure to complement the look of your railing project.

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Information Request # 528



Ultra XactTemplate™



#### Methodist Church *(Continued from page 82)*

##### Opposite Page & Right

On the physical side, the toddlers can slide, tunnel or take their fledgling steps at mountaineering.

the action. The surface is actually a play element, as many children just enjoy lying down and rolling around on the soft uniform surface. Children learn best while they play, and la terra studio and the members at the church considered the importance of well-designed and developed spaces for kids to grow, move and create experiences that transcend out of the playground.

Attention to detail and a holistic view of the project created a play space that fits into the design of the overall campus. Areas in between the two playground pods provide circulation throughout the campus, as well as gathering areas for parents while the kids play.

The paving patterns throughout the areas were chosen to mimic the interior of the cross on the main stained glass window of the sanctuary, also used in many of the church logos and publications. A two-foot wall was built along the northern edge of the playground that provides an upper viewing area for parents and family to watch the activity. Six planter boxes built



along the walkway in the upper area are for educational programs about nature, plants and seasons. Other projects on the campus that enhance user experiences are a sculpture garden that contains a 18' tall bronze Jesus sculpture "Walk With Me" by artist James Muir. There is also a memorial garden with a columbarium that allows church members a place for cinerary urns. This peaceful garden is in the shadows of the church where they worshiped.

Overall, the children and all members love their new space and look forward to years of play, movement and development.



## Sample Cost Model

Burke will prepare a TCPN quote clearly indicating the price for contracted Burke equipment, installation, surfacing and any other products and/or services included in the customer's project based on the approved price lists. Burke has submitted pricing for Burke equipment, Burke Turf and Burke Tiles surfacing, equipment and surfacing installation. Burke has also provided a volume discount structure based on the list price of the Burke equipment, with discounts available up to 15% off of the suggested list price.

Any non-contracted products and/or services will be clearly indicated on the quote as "open market" items. These items will be priced competitively based on the costs indicated by our Authorized Representatives. Our Authorized Representatives carry complementary lines to provide a turn-key solution for TCPN customers.

The size and shape of playground equipment varies greatly for each customized project. As a result, freight quotes are requested for each individual shipment and are based on the weight and dimensions of the Burke equipment and the zip code the product is shipping to. TCPN customers will be invoiced for the freight charges quoted to Burke by our various freight carriers with no added margin.

The quote will also include a playground equipment proposal pro which lists every component piece that will be included in their custom playground. This can be used to compare the component price against the published TCPN price list.

The government entity will receive an emailed invoice the day after their order ships from BCI Burke. Customer statements are sent every month.

### **The following standard documentation enclosed includes:**

- Detailed Customer TCPN Quote
- Customer Proposal Pro
- ADAAG Certification
- ASTM Certification
- IPEMA Certification

**BCI Burke Company, LLC**

660 Van Dyne Road, Fond du Lac, WI 54936

Tel (920) 921-9220 Fax (920) 921-9566

www.bciburke.com



2/2/2017

Quote #5953-7

**Accepted Approved Quotation,  
Terms and Conditions**

In coordination with **American Recreational Products**, Bohemia, NY

Tel: (631) 244-0011 Fax: (631) 750-2624

To: TCPN Customer

123 XYZ Avenue

New York, NY

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Project Name:** ABC School**Project Location:** 123 XYZ Avenue

New York, NY

Prepared by	Estimated Ship Date	Payment Terms		
Jessica Westphal	4 weeks after receipt of order	Net 30 Days		
Item	Description	Unit Price	Quantity	Total
119-90520-6	Nucleus, Intensity Play Structure Ages 5-12	29,408.00	1	29,408.00
580-0583	RopeVenture Vertex Ages 5-12 Use Zone 28' x 28'	15,000.00	1	15,000.00
580-2570	Comet I Ages 5-12 Use Zone 16' Diameter	1,600.00	1	1,600.00
Discount	National IPA/TCPN Contract Discount Per Contract #R5199	(3,220.56)	1	(3,220.56)
Installation	Installation of Intensity Structure 119-90520-6 through soil	19,428.00	1	19,428.00
046-0053	Plastic Stone Print Border 6' x 12" w/ 2 spikes 30"	60.45	43	2,599.35
046-0055	End Cap for 12" Plastic Border	50.22	4	200.88
046-0153	Wheelchair Access Ramp 48" x 66"	890.94	1	890.94
Installation (Open Market)	Installation of Border Timbers w/ ADA Ramp (site size 92' x 32')	3,667.00	1	3,667.00
EW100 (Open Market)	2,944 Sq Ft (92' x 32') Fibar 100 Safety Surface System to include Engineered Wood Fiber @ 12" w/ 1 Layer Geotextile Drainage Fabric	2.11	2944	6,211.84
Installation (Open Market)	Installation of 2,944 Sq Ft Fibar 100 @ 12"	3,271.00	1	3,271.00
Freight	Delivery to installers location 11951	3,867.61	1	3,867.61
Offloading (Open Market)	Off-Loading of playground equipment at installers location - 11951	278.00	1	278.00
Carting (Open Market)	Disposal of packing debris	278.00	1	278.00
Add-Ins	***Quote is valid for 30 days ***Any fees incurred for additional insured should they be required will be the responsibility of Bellmore Public Schools			
	***ABC Public Schools to be responsible for the following: -Site utility mark out -Removal of existing swings w/ footings if applicable -Clear access to installation area -Onsite parking for work vehicles and machinery -After hours security.			

**BCI Burke Company, LLC**

660 Van Dyne Road, Fond du Lac, WI 54936

Tel (920) 921-9220 Fax (920) 921-9566

www.bciburke.com



2/2/2017

Quote #5953-7

**Accepted Approved Quotation,  
Terms and Conditions**

Item	Description	Unit Price	Quantity	Total
	***The final cost will be determined from the actual quantities of work completed and installed. This breakdown is also based on our interpretation of site work and drawings. American Recreational Products reserves the right to amend our estimate should field conditions be significantly different from this proposal.			
	<b>TOTAL:</b>			<b>\$ 83,480.06</b>

*Jessica Westphal***Title:** Sales Support Coordinator, BCI Burke Company, LLC

Thank you for the opportunity to provide this quote.

We look forward to filling your park &amp; playground needs in the months and years to come!

BCI Burke Company, LLC

"An ISO 9001:2008 and ISO 14001:2004 Certified Company"

660 Van Dyne Road - PO Box 549 - Fond du Lac, WI 54936-0549 - Phone (920) 921-0220 - Fax (920) 921-9566 - www.bciburke.com

**Play That Moves You®**



# PLAY THAT MOVES YOU.®



800.266.1250

## Burke®

BCIBURKE.COM

**Shore Road School  
Bellmore Public Schools**

November 23, 2016

Joe Fiorino  
Bellmore Public Schools  
580 Winthrop Avenue  
Bellmore, NY 11710

Dear Joe Fiorino:

American Recreational Products is delighted to provide Bellmore Public Schools with this playground equipment proposal.

This design was developed with your specific needs in mind, and we look forward to discussing this project further with you to ensure your complete satisfaction. American Recreational Products is confident that this proposal will satisfy Bellmore Public Schools' functional, environmental, and safety requirements - and most importantly, bring joy and excitement to the children and families directly benefiting from your new playground.

You have our personal commitment to support this project and your organization in every manner possible. We look forward to continuing to develop a long-standing relationship with Bellmore Public Schools. We appreciate your consideration and value this opportunity to earn your business.

Sincerely,

Kenny Schroy  
American Recreational Products  
1535 Locust Avenue  
Bohemia, NY 11716



BCIBURKE.COM | 800.266.1250

**Burke**  
PLAY THAT MOVES YOU.



**AMERICAN**  
RECREATIONAL PRODUCTS  
SALES • SERVICE  
INSTALLATION  
The Industry Leader in Park & Playground Equipment

**SHORE ROAD SCHOOL**

**PROPOSAL: 119-90520-6**





**SHORE ROAD SCHOOL**

**PROPOSAL: 119-90520-6**



# PLAY THAT MOVES YOU™

Play moves us in a big way and Burke believes our exciting play environments will move you too! Physical movement is the most obvious type, but what about emotional movement that stems from the feeling of pride felt when watching a child accomplish something for the first time? We are moved by social situations when children of all abilities come together to enjoy the childhood staple of play. It moves us to create playgrounds that foster these scenarios and more. Come and move with us!

## Physically

Burke's unique playgrounds feature a fusion of traditional and fitness-based play to get kids moving like never before. Kids get a great workout while having fun! Our combination of traditional and active play events create a space where children of all abilities can play together.

## Cognitively

Research shows that play provides tremendous cognitive developmental benefits to children, including creativity, problem solving, abstract thinking and imagination. There's no such thing as too much of a good thing when it comes to play!

## Socially

Play brings communities together and strengthens families and friendships. Burke's playgrounds provide amazing opportunities for kids to develop socially from playing independently at a young age, transitioning to parallel play and learning how to cooperatively play together as their development continues.

## Emotionally

Creativity and imagination are powerful types of play and a great play environment stimulates these experiences. Burke offers a wide range of themed playgrounds and sensory play events.

## Literally

Movement is essential to life and to play. Motion play creates movement for children of all abilities and assists with many developmental areas, including increased spatial awareness, inner ear stimulation and balance. Motion can be soothing to children with sensory processing differences and offers an interactive activity for everyone to enjoy.



**"THERE'S NO SUCH  
THING AS TOO  
MUCH OF A GOOD  
THING WHEN IT  
COMES TO PLAY!"**



# WORK THAT MOVES US

## Handcrafted by Artisans

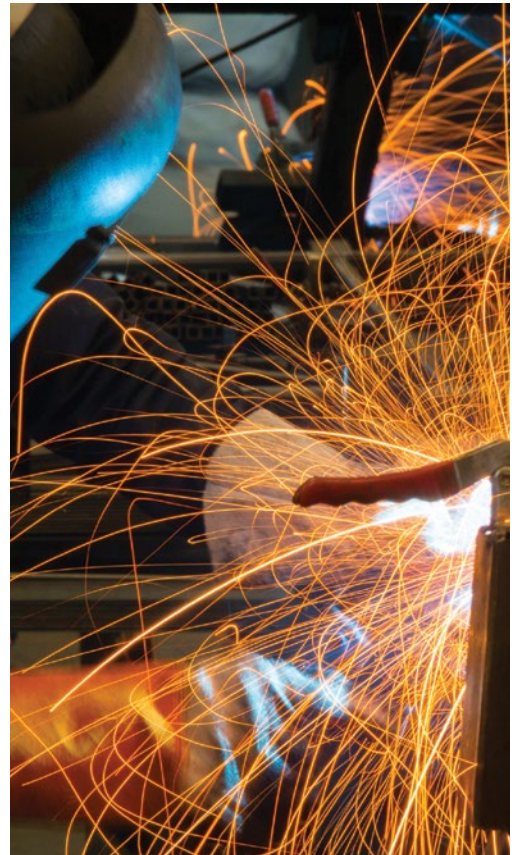
Walk through our Fond du Lac, WI manufacturing facility and you will see playgrounds coming to life through the hands of our people. In the age of assembly lines, we work to combine efficiency with a personal touch that makes every playground special. Bringing quality playgrounds to communities like yours is Work That Moves Us, and we hope the playgrounds we make move you too.

## Superior Service

Customer Service is a hallmark of Burke and we take pride in the fact that when you call, we answer. Yes, a real-live person will answer your call and help to direct you to the proper person. We have factory-direct customer service representatives that are available to answer questions, help with replacements parts or field inquiries about installations.

## Your Burke Representative

We as Burke Representatives are passionate about bringing play to your community and helping you design your perfect play environment! We are knowledgeable and experienced about the entire playground process from site evaluation to design to maintenance and will work with you beyond installation to make sure your playground is, and remains, all you dreamed!



**FROM CONCEPT TO  
REALITY, BURKE  
AND YOUR LOCAL  
REPRESENTATIVE WILL  
WORK CLOSELY WITH  
YOU TO BUILD YOUR  
DREAM PLAYSPACE.**





# BURKE'S HISTORY

John Edward was a farmer in Fond du Lac, WI and farmed the land the Burke company headquarters stands on today. In 1920, he incorporated a weather-stripping company that quickly expanded to include the design and production of designer radiator furniture. After receiving a request to fabricate a slide for a family friend, Burke entered the playground industry! Soon playground products were the company's main focus and they introduced Swing King, a residential line of play equipment.

When World War II began, Burke, like many companies, changed their focus to the war effort. J. E. Burke, always an inventor, devised a self-contained ammunition cart that could be parachuted to army personnel. The Parachute, as it was suitably named, was also used to deliver food and medical supplies. The company's dedication earned special recognition, and in 1943, the J.E. Burke Company was awarded an Excellence in War Production citation. Over the next 40 years, the Burke family grew the business and began to add interesting color and material combinations. In 1972, Burke invented the original Funnel Ball® that became a staple on playgrounds across the country.

In the late 1990's, Greg Burke, grandson of founder J.E. Burke, determined it was time to find a successor to lead the business into the 21st Century. Tim Ahern became the president/CEO of Burke in 1997 and remained until 2015 when Incline Equity Partners invested in Burke and Michael Phelan became the new president/CEO.

Burke remains committed to the original innovation, customer service and superior quality that sustained the company for generations. As we move into 2016 and beyond, we are bringing play to the next level with our focus on "Play That Moves You" and innovating products that move all of us in so many ways.



**TODAY WE CONTINUE TO  
STAND BY J.E. BURKE'S  
ORIGINAL COMMITMENT  
TO SUPERIOR QUALITY,  
OUTSTANDING SERVICE AND  
CONSTANT INNOVATION.**



# BURKE BUILT QUALITY

## Discover the value of investing in a Burke Playground:

**KoreKonnnect® Direct-Bolt Clamp System:** Nucleus and Voltage feature our Industry-leading KoreKonnnect direct-bolt clamp system resulting in the strongest and most accurate connection system ever. Factory located connection points make for easy, precise installation and an error-free fit. Best of all, KoreKonnnect is covered for 100 years under our non-prorated Generations Warranty.

**Direct-Bolt Connection System:** Intensity and Little Buddies feature Burke's trusted direct-bolt connection that uses a durable, straightforward direct-bolt system to ensure a trouble-free installation and provide the necessary strength to accommodate the demands of playing children. Like our KoreKonnnect system, Direct-Bolt connections are covered for 100 years under our Generations Warranty.

**EZKonnnect® Deck Mounting System:** Our exclusive self-leveling deck attachment and factory CNC construction allows for faster and more precise location of decks during installation. The 2-bolt per corner deck attachment increases overall structure strength and stability.

**Platforms:** Burke's oversized non-slip platforms are constructed of heavy-duty punched steel that can support more than two tons. Our vinyl coating is California compliant, free of lead and other hazardous heavy metals.

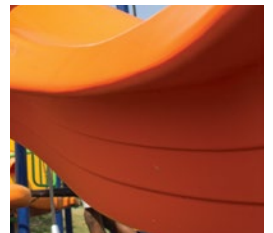
**Tamper-Resistant Stainless Steel Hardware:** All hardware is covered for 100 years under our Generations Warranty.

**Premium Powder Coatings:** Our industry-leading powder coatings and finishes prevent fading, last longer and deter rust. We also offer a "coastal package" powder coat system. This special powder coat system for metal components and upright posts will provide additional corrosion and chemical protection along with added longevity to the color and gloss retention of the powder coated parts. Contact your Burke Representative for more information on colors, price and warranty.

**Compound Plastics with UV-15:** You'll get long wear and bright, vibrant colors that hold up for years thanks to our thick, durable rotomolded plastics with UV-15 protection. This is why we can cover them for 15 years under our non-prorated Generations Warranty.

**Climbing Cables:** Our climbing cables are flexible enough to provide movement, yet strong enough to last. Our ropes are made from six polyester cords with steel reinforcement wrapped around a synthetic fiber core. Each cord contains eight galvanized steel strands tightly covered with polyester multi-fibers. Our RopeVenture cables consist of six strands, each containing 24 stainless steel reinforcing strands within a nylon sleeve, wrapped around a solid nylon core.

**Aluminum Connectors:** Swivel connectors at the end of our ropes allow assembly at any angle with no unwanted twists in the net. The aluminum fittings used to secure the joints are swaged in place to prevent any movement between the rope and fittings that could cause wear.





# FREE RESOURCES

## NPPS Safety Kit

Burke truly gives you the most value for your money. As part of our Total Cost of Ownership Package, we offer value-added resources FREE with every playground purchase. The National Program for Playground Safety (NPPS) Playground Supervision Safety Kit helps supervisors and educators be prepared on the playground. Learn more at [bciburke.com/safety](http://bciburke.com/safety).

## Intensity Curriculum

To help combat childhood obesity, Burke created the Intensity Curriculum for teachers, recreational specialists and playground supervisors to actively engage children in safe, fitness-oriented activities on Intensity playgrounds. The kit is FREE with every Intensity fitness play complex purchase and includes access to exclusive online instructional videos, an Intensity Curriculum handbook and a notepad for on-the-playground convenience. Learn more at [bciburke.com/intensitycurriculum](http://bciburke.com/intensitycurriculum).

## Custom Maintenance Kit

To help maintain a safe, functioning playground we include a custom maintenance schedule, touch-up paint, graffiti remover and carrying case FREE with every playground structure purchase.

## Planning & Funding Tools

We provide you with FREE tools to plan your playground from fundraising and design to installing a community build playground. At Burke, we understand the dedication and hard work it takes to raise the funds for playground equipment. That's why we created Funds for Fun, a direct donation fundraising program to help your organization raise the funds it needs for your new playground. We've also partnered with The School Funding Center to provide up-to-date grant information along with expert grant writing services.



**FITNESS CURRICULUM  
FREE WITH AN INTENSITY  
PLAYGROUND PURCHASE.**



# FEATURED PLAY EVENTS



## Trigon Tower

Wiggle your way through a triangular suspended path with Burke's Trigon climber. This play event allows children to socialize and play together while improving their upper body strength and coordination.



## Extreme Cyclone

It challenges children ages 5-12 to utilize their strength and coordination. It helps with the development of kinesthetic awareness as well as focus on proper posture.



## Petal Post Topper

Post Toppers are a fun way to provide a finishing touch to any playground structure. Place one, two, three or more of these post toppers on your structure to create an aesthetic appeal or a fun, imaginative play concept.



EXCLUSIVE

## Comet

It challenges children to utilize their strength, balance and coordination. It can be used by a single child or by a group of children for maximum play ability. Children can sit or stand on the outside or inside of the comet.

# DESIGN SUMMARY

American Recreational Products is very pleased to present this proposal for consideration for the Shore Road School located in Bellmore. BCI Burke Company, LLC has been providing recreational playground equipment for over 90 years and has developed the right mix of world-class capabilities to meet the initial and continuing needs of Bellmore Public Schools. We believe our proposal will meet or exceed your project's requirements and will deliver the greatest value to you.

The following is a summary of some of the key elements of our proposal:

- Project Name: Shore Road School
- Project Number: 119-90520-6
- User Capacity: 91
- Age Groups: Ages 5-12 years
- Dimensions: 31' 7" x 91' 0"
- Designer Name: Jacinda Pearson

American Recreational Products has developed a custom playground configuration based on the requirements as they have been presented for the Shore Road School playground project. Our custom design will provide a safe and affordable playground environment that is aesthetically pleasing, full of fun for all users and uniquely satisfies your specific requirements. In addition, proposal # 119-90520-6 has been designed with a focus on safety, and is fully compliant with ASTM F1487 and CPSC playground safety standards.

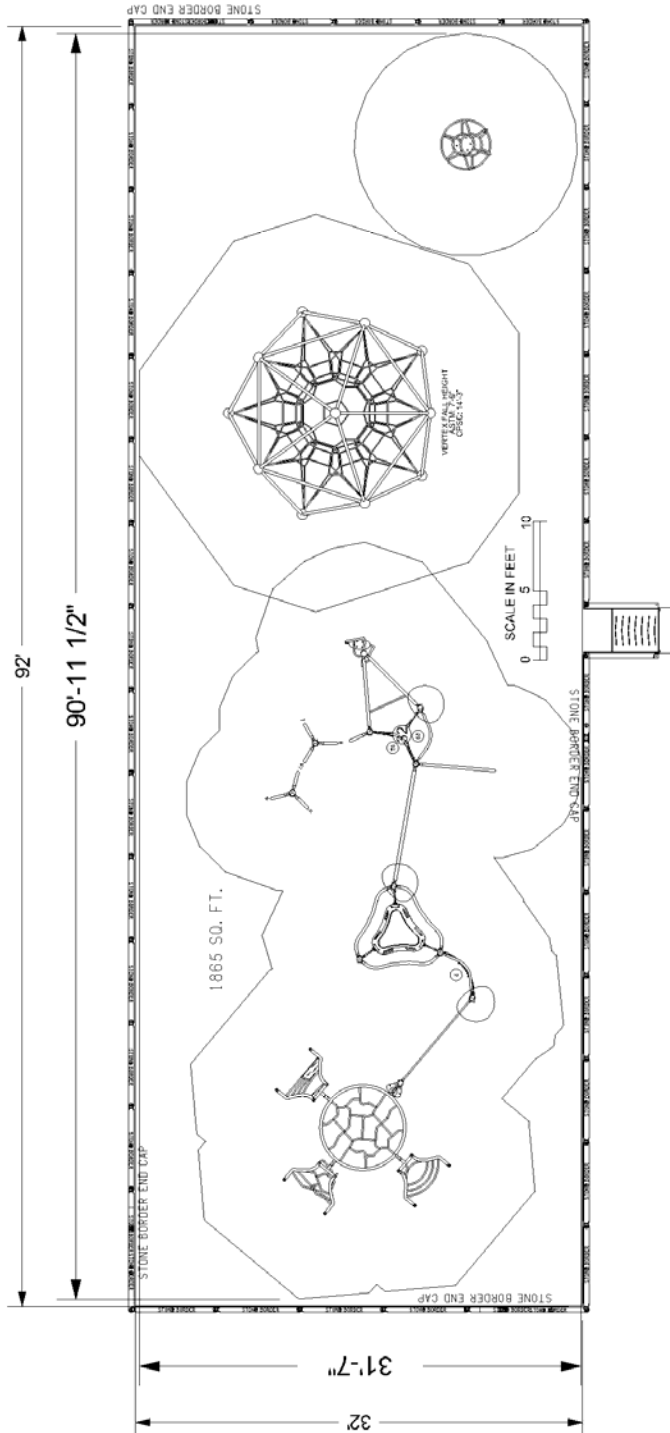
We invite you to review this proposal for the Shore Road School playground project and to contact us with any questions that you may have.

Thank you in advance for giving us the opportunity to make this project a success.

SERIES: Basics, Intensity, Nucleus  
SITE PLAN  
DRAWN BY: Jacinda Pearson

Shore Road School  
2801 Shore Road  
Bellmore, NY 11710

American Recreational Products  
119-90520-6



INFORMATION  
MINIMUM FALL ZONE  
SURFACED WITH  
RESILIENT MATERIAL  
AREA

1912 SQ.FT.

PERIMETER

292 FT.

STRUCTURE SIZE

31' 7" x 91' 0"

STRUCTURE IS DESIGNED  
FOR CHILDREN AGES:

- ☐ 6-23 MONTH OLDS  
☐ 2-5 YEAR OLDS  
☒ 5-12 YEAR OLDS  
☐ 13 + YEAR OLDS



To verify product certification,  
visit [www.ipema.org](http://www.ipema.org)

The play components identified  
in this plan are IPEMA  
certified. The use and layout of  
these components conform to the  
requirements of ASTM F1487.  
To verify product certification,  
visit [www.ipema.org](http://www.ipema.org)

The space requirements shown  
here are to ASTM standards.  
Requirements for other standards  
may be different.

The use and layout of play  
components identified in this plan  
conform to the CPSC guidelines.  
U.S. CPSC recommends the  
separation of age groups in  
playground layouts.

## WARNING!

ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH  
AND AROUND THIS EQUIPMENT.  
FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC's Handbook for  
Public Playground Safety.  
PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL.

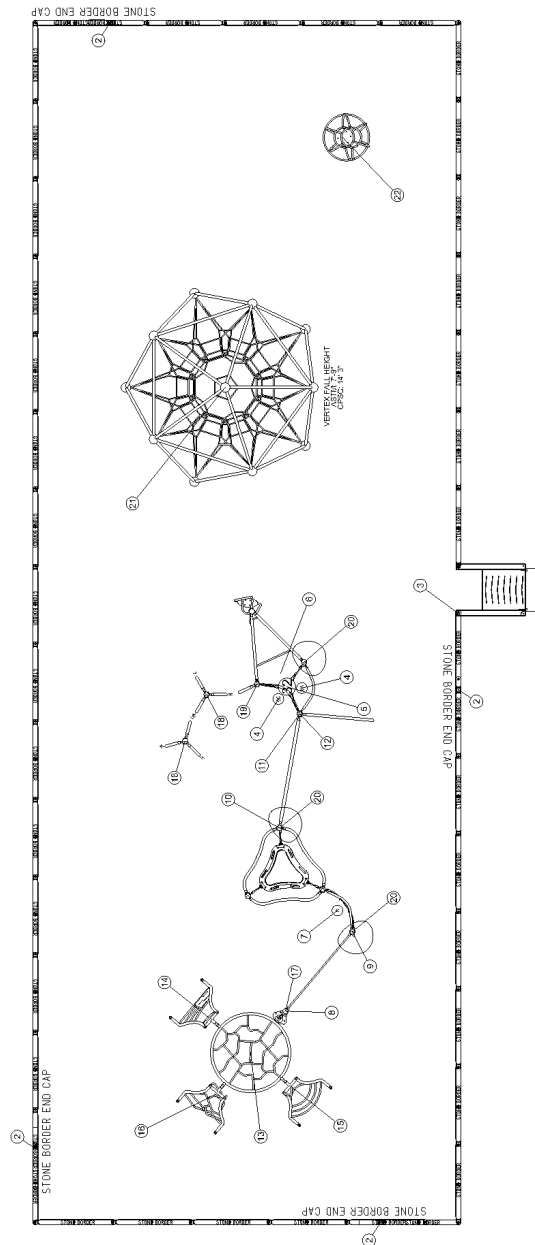
## ADA ACCESSIBILITY GUIDELINE (ADAAG CONFORMANCE)

NUMBER OF PLAY EVENTS:	15
NUMBER OF ELEVATED PLAY EVENTS:	0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP:	PROVIDED: 0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY TRANSFER SYSTEM:	PROVIDED: 0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP OR TRANSFER SYSTEM:	PROVIDED: 15
NUMBER OF GROUND LEVEL PLAY EVENTS:	RECD: 0
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 4

November 23, 2016



ITEM	COMP.	DESCRIPTION
1	046-0053	6ft STONEBORDER/2 DRIVE PINS
2	046-0055	END CAP
3	046-0153	BORDER RAMP W/STAKES
4	370-0001	AGILITY ARC
5	370-0009	HEALTHY HAMMOCK
6	370-0025	SPINNER, EXTREME CYCLONE
7	370-0026	LIMBER LADDER ROPE CLIMBER
8	370-0027	LAUNCH PAD
9	370-0033	ODYSSEY POST LINK DOUBLE
10	370-0806	TRIGON TOWER
11	370-0807	SPIDER 96" DECK TO DECK
12	370-0809	POWER PEAK W/OUT PANELS
13	370-0829	PLEXUS OVERHEAD
14	370-0830	PLEXUS HOLE CLIMBER
15	370-0831	PLEXUS RING CLIMBER
16	370-0832	PLEXUS TANGLE CLIMBER
17	370-0834	OVERHEAD POST ATTACHMENT
18	370-0851	VERTO CLIMBER 3 FS
19	370-0854	VERTO CLIMBER 1
20	470-0618	PETAL POST TOPPER
21	560-0583	ROPEVENTURE VERTEX
22	560-2570	COMET I



**Burke**

November 23, 2016

SERIES: Basics, Intensity, Nucleus

COMPONENT PLAN

DRAWN BY: Jacinda Pearson

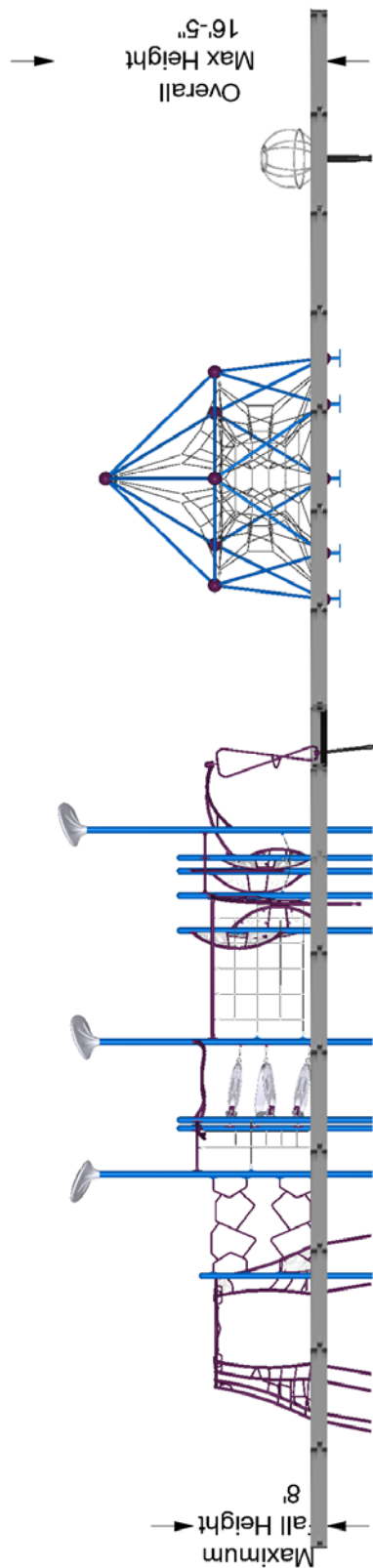
Shore Road School

2801 Shore Road

Bellmore, NY 11710

American Recreational Products

119-90520-6



Vertex Fall Height:  
ASTM 7' 9"  
CPSC 14' 3"

The protective surfacing for this design must accommodate the critical fall height.

**Burke**

November 23, 2016

SERIES: Basics, Intensity, Nucleus

Shore Road School

American Recreational Products

ELEVATION PLAN

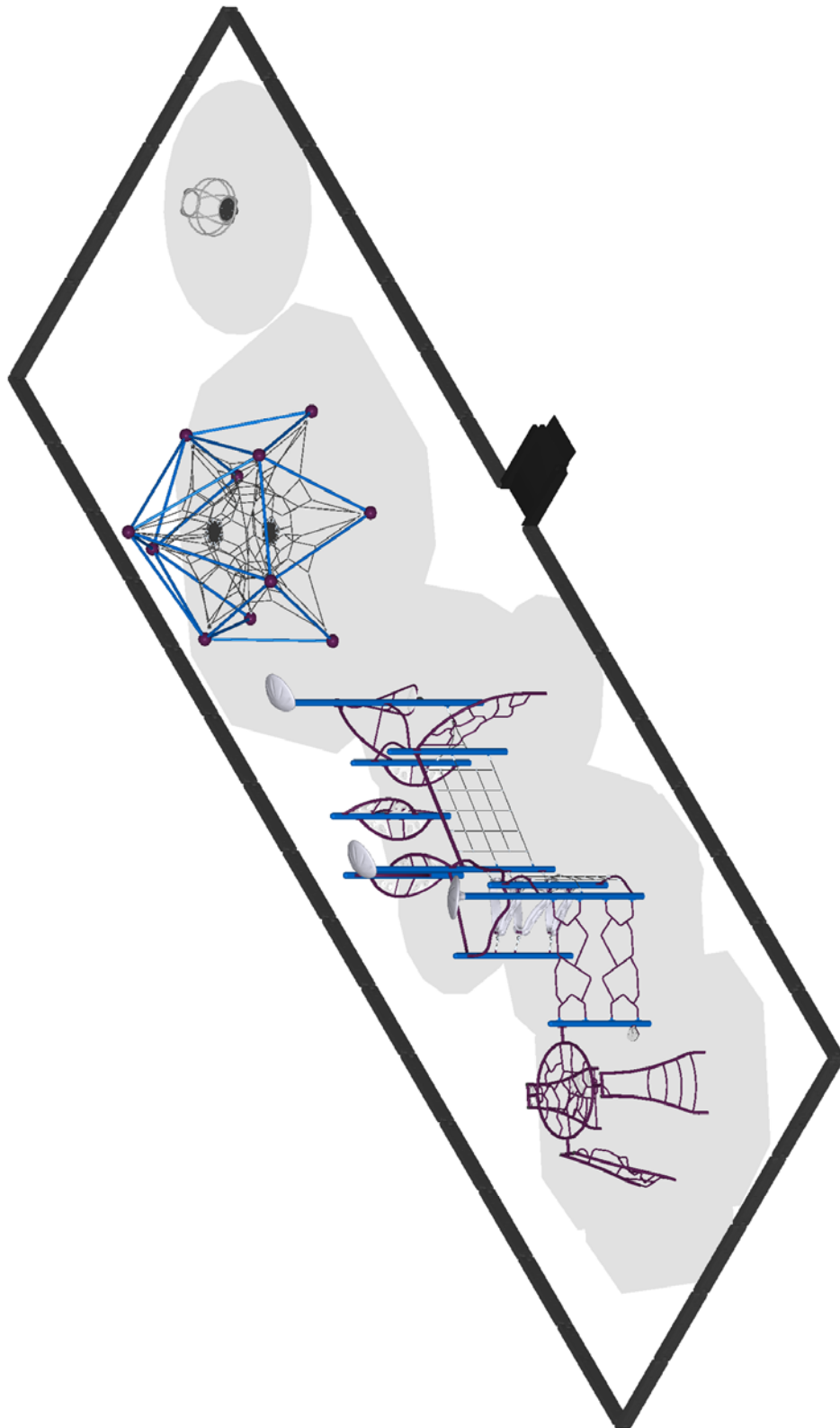
2801 Shore Road

119-90520-6

DRAWN BY: Jacinda Pearson

Bellmore, NY 11710

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220



**Burke**

November 23, 2016

SERIES: Basics, Intensity, Nucleus

Shore Road School

American Recreational Products

ISOMETRIC PLAN

2801 Shore Road

119-90520-6

DRAWN BY: Jacinda Pearson

Bellmore, NY 11710

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220



# Proposal # 119-90520-6

November 23, 2016  
2016 Pricing

**Proposal Prepared for:**

Joe Fiorino  
Bellmore Public Schools  
580 Winthrop Avenue  
Bellmore, NY 11710  
Phone: 516-679-2907

**Project Location:**

Shore Road School  
2801 Shore Road  
Bellmore, NY 11710

**Proposal Prepared by:**

American Recreational Products  
1535 Locust Avenue  
Bohemia, NY 11716  
Phone: 631-244-0011  
Fax: 631-750-2624  
bob@americanrecreational.com

; danielle@americanrecreational.com

Kenny Schroy  
Phone: 631-244-0011  
Fax: 631-750-2624  
Exjet48@americanrecreational.com

com

Component No.	Description	Qty.	User Cap.	Ext. User Cap.	Weight	Ext. Weight
6' Stone Borders						
046-0053	6ft STONEBORDER/2 DRIVE PINS	43	0	0	32	1,376
046-0055	END CAP	4	0	0	4	16
046-0153	BORDER RAMP W/STAKES	1	0	0	167	167
Burke Basics						
560-0583	ROPEVENTURE VERTEX	1	25	25	1,340	1,340
560-2570	COMET I	1	6	6	157	157
Intensity						
370-0001	AGILITY ARC	2	1	2	11	22
370-0009	HEALTHY HAMMOCK	1	1	1	6	6
370-0025	SPINNER, EXTREME CYCLONE	1	3	3	136	136
370-0026	LIMBER LADDER ROPE CLIMBER	1	1	1	33	33
370-0027	LAUNCH PAD	1	1	1	9	9
370-0033	ODYSSEY POST LINK DOUBLE	1	4	4	78	78
370-0829	PLEXUS OVERHEAD	1	14	14	96	96
370-0830	PLEXUS HOLE CLIMBER	1	2	2	97	97
370-0831	PLEXUS RUNG CLIMBER	1	2	2	83	83
370-0832	PLEXUS TANGLE CLIMBER	1	2	2	89	89
370-0834	OVERHEAD POST ATTACHMENT	1	0	0	3	3
670-0097	INTENSITY CURRICULUM KIT	1	0	0	2	2
Nucleus						
370-0806	TRIGON TOWER	1	9	9	172	172
370-0807	SPIDER, 96", DECK TO DECK	1	4	4	62	62
370-0809	POWER PEAK W/OUT PANELS	1	8	8	69	69
370-0851	VERTO CLIMBER 3 FS	2	3	6	103	206
370-0854	VERTO CLIMBER 1	1	1	1	35	35
470-0618	PETAL POST TOPPER	3	0	0	20	60
600-0104	NPPS SUPERVISION SAFETY KIT	1	0	0	3	3
670-0098	MODULAR HARDWARE, NUCLEUS	1	0	0	5	5
670-0099	INSTALLATION KIT, INTENSITY	1	0	0	2	2
670-0103	MAINTENANCE KIT, INTENSITY	1	0	0	0	0
670-0147	ROOF POST 5" OD X 197"	2	0	0	103	206
670-0165	POST ASSEMBLY 5" OD X 123"	1	0	0	66	66





## Proposal # 119-90520-6

November 23, 2016

2016 Pricing

670-0166	POST ASSEMBLY 5" OD X 139"	6	0	0	74	444
670-0392	ROOF POST 5" OD X 206"	1	0	0	108	108

Total User Capacity: 91  
Total Weight: 5,148 lbs.  
Total Price: \$49,977

Information is relative to the Nov 23 2016 4:35AM database.

### Special Notes:

Prices do not include freight, unloading, material storage, site excavation/preparation, removal of existing equipment, removal of excess soil from footing holes, site security, safety surfacing, installation, or sales tax (if applicable). Prices are based on standard colors per CURRENT YEAR BCI Burke Catalog. Custom colors, where available, would be an extra charge. **Pricing is valid until 12/16/2016.**

# TESTIMONIALS

*"Service, Safety, Quality. Three words I would use to describe the people, business model, and overall organizational standards that inspires the BCI Burke Company. Every organization has a unique set of challenges and goals when it comes to building an educational environment - and from our experience, BCI Burke came to the table ready to work with us as partners to meet those challenges and goals head on.*

*We chose to work with BCI Burke because we needed a reliable company that would be able to provide nothing less than the highest quality product with our own time limitations. As with most other businesses, we did not have the luxury of making an investment into a project of this magnitude and not feel 100% certain that we had gotten the very best of our dollar. We also had to assure our stakeholders that we would see that investment last the test of time.*

*BCI Burke offered us superb and consistent customer service, the ability to achieve our goal on a fast timetable, and the confidence that our playground is genuinely the very best in design and safety. This is something that we will showcase in our school for many years to come.*

*After working with the company, I know personally they are committed to go the extra mile to satisfy your needs. BCI Burke is a master in their field but also provide the customer with an intuitive understanding of service".*

Angela H. Brunini  
Principal  
St. Anthony Catholic School

*"I am writing to tell you how much I enjoyed and appreciated working with your local representative...Through the years, I have worked with a number of playground companies, but never with anyone with the professionalism, commitment and follow-through of (your Burke Rep). We are all so excited about our children having the opportunity to play on your wonderful equipment; of course, we want everything! We are so impressed with the many, many possible designs. Thank you for the quality of your equipment and your local representatives."*

Nancy Emerson  
Director  
The Children's Center  
Dallas , TX

# BCI BURKE GENERATIONS WARRANTY®

## The Longest and Strongest Warranty in the Industry

BCI Burke Company, LLC ("Burke") warrants that all standard products are warranted to be free from defects in materials and workmanship, under normal use and service, for a period of one (1) year from the date of invoice.

### We stand behind our products.

In addition, the following products are warranted, under normal use and service from the date of invoice as follows:

- One Hundred (100) Year Limited Warranty on aluminum and steel upright posts (including Intensity®, Voltage®, Nucleus® and Little Buddies®) against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on KoreKonnnect® clamps against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on Hardware (nuts, bolts, washers).
- One Hundred (100) Year Limited Warranty on bolt-through fastening and clamp systems (Voltage®, Intensity®, Nucleus® and Little Buddies®).
- Twenty-Five (25) Year Limited Warranty on spring assemblies and aluminum cast animals.
- Fifteen (15) Year Limited Warranty on main structure platforms and decks, metal roofs, table tops, bench tops, railings, loops and rungs.
- Fifteen (15) Year Limited Warranty on all plastic components including StoneBorders against structural failure due to materials or workmanship.
- Ten (10) Year Limited Warranty on ShadePlay Canopies fabric, threads, and cables against degradation, cracking or material breakdown resulting from ultra-violet exposure, natural deterioration or manufacturing defects. This warranty is limited to the design loads as stated in the specifications.
- Ten (10) Year Limited Warranty on NaturePlay® Boulders and GFRC products against structural failure due to natural deterioration or workmanship. Natural wear, which may occur with any concrete product with age, is excluded from this warranty.
- Ten (10) Year Limited Warranty on Full Color Custom Signage against manufacturing defects that cause delamination or degradation of the sign. Full Color Custom Signs also carry a two (2) year warranty against premature fading of the print and graphics on the signs.
- Five (5) Year Limited Warranty on Intensity® and RopeVenture™ cables against premature wear due to natural deterioration or manufacturing defects. Determination of premature wear will be at the manufacturer's discretion.
- Five (5) Year Limited Warranty on swing seats and hangers; Kid Koaster® Trolleys and other moving parts against structural failure due to materials or workmanship.
- Three (3) Year Limited Warranty on electronic panel speakers, sound chips and circuit boards against electronic failure caused by manufacturing defects.

The warranty stated above is valid only if the equipment is erected in conformity with the layout plan and/or installation instructions furnished by BCI Burke Company, LLC using approved parts; have been maintained and inspected in accordance with BCI Burke Company, LLC instructions. Burke's liability and your exclusive remedy hereunder will be limited to repair or replacement of those parts found in Burke's reasonable judgment to be defective. Any claim made within the above stated warranty periods must be made promptly after discovery of the defect. A part is covered only for the original warranty period of the applicable part. Replacement parts carry the applicable warranty from the date of shipment of the replacement from Burke. After the expiration of the warranty period, you must pay for all parts, transportation and service charges.

Burke reserves the right to accept or reject any claim in whole or in part. Burke will not accept the return of any product without its prior written approval. Burke will assume transportation charges for shipment of the returned product if it is returned in strict compliance with Burke's written instructions.

**THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ANY OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IF THE FOREGOING DISCLAIMER OF ADDITIONAL WARRANTIES IS NOT GIVEN FULL FORCE AND EFFECT, ANY RESULTING ADDITIONAL WARRANTY SHALL BE LIMITED IN DURATION TO THE EXPRESS WARRANTIES AND BE OTHERWISE SUBJECT TO AND LIMITED BY THE TERMS OF BURKE'S PRODUCT WARRANTY. SOME STATES DO NOT ALLOW THE EXCLUSION OF CERTAIN IMPLIED WARRANTIES, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.**

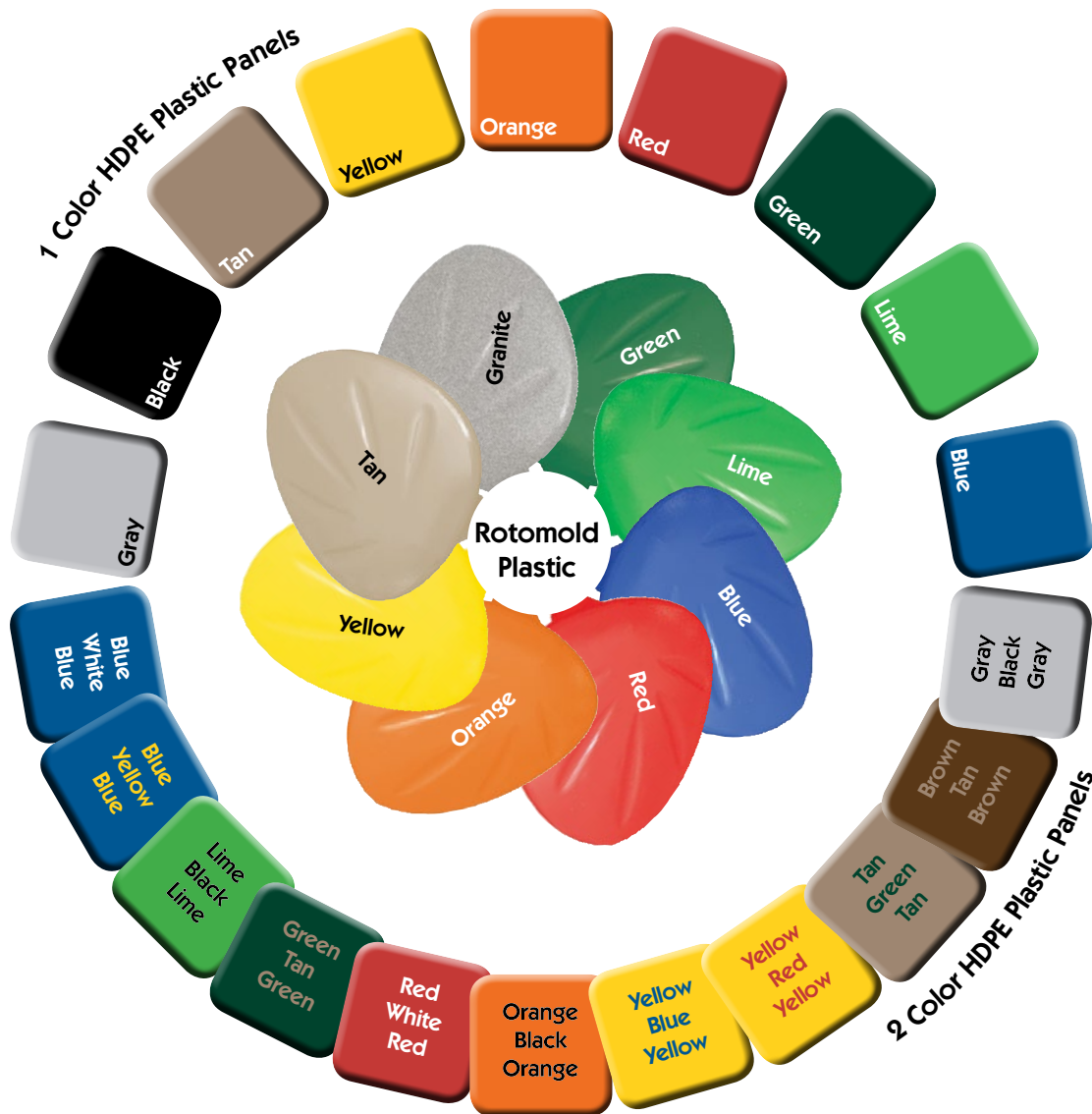
**Warranty Exclusions:** The above stated warranties do not cover: "cosmetic" defects, such as scratches, dents, marring, or fading; damage due to incorrect installation, vandalism, misuse, accident, wear and tear from normal use, exposure to extreme weather; immersion in salt or chlorine water, unauthorized repair or modification, abnormal use, lack of maintenance, or other cause not within Burke's control; and

**Limitation of Remedies:** Burke is not liable for consequential or incidental damages, including but not limited to labor costs or lost profits resulting from the use of or inability to use the products or from the products being incorporated in or becoming a component of any other product. If, after a reasonable number of repeated efforts, Burke is unable to repair or replace a defective or nonconforming product, Burke shall have the option to accept return of the product, or part thereof, if such does not substantially impair its value, and return the purchase price as the buyer's entire and exclusive remedy. Without limiting the generality of the foregoing, Burke will not be responsible for labor costs involved in the removal of products or the installation of replacement products. Some states do not allow the exclusion of incidental damages, so the above exclusion may not apply to you.

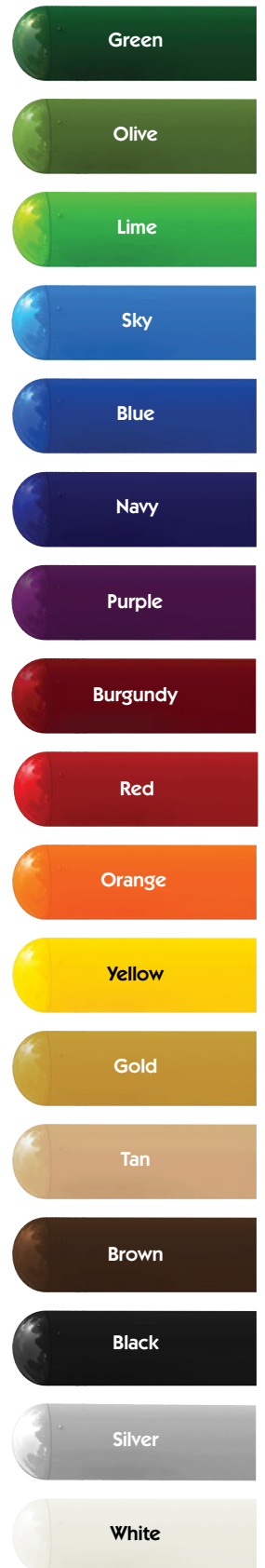
For more information regarding the warranty, call Customer Service at 920-921-9220 or 1-800-356-2070.

01/2016

## COLORS THAT MOVE YOU



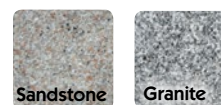
## Powder Coat Paint



## Shade Canopies



## RockIt



## Vinyl Site Amenities



## Platforms



**VISIT [BCIBURKE.COM/COLORSELECTION](http://BCIBURKE.COM/COLORSELECTION) TO CUSTOMIZE YOUR PLAYGROUND COLORS!**



# RECEIVING YOUR **Burke** PLAYGROUND

## WHAT YOU NEED TO DO

You are responsible for receiving, unloading and storing the equipment when it arrives at your site. Be sure that you completely familiarize yourself with the following information so that you will be well prepared for that day.

### 1. Preparing for Delivery

- Determine how many people will be needed to unload and store your equipment.
- Select a secure storage site and be sure there is adequate room and security to protect your shipment.
- Arrange to have a forklift at the delivery site.
- Assemble your receiving team and review the receiving procedures.

### 2. Checking in the Shipment

- Check each shipping label against the Bill of Lading.
- Verify that the address and P.O. numbers are correct and that there are the right number of pieces.
- Shortages **MUST** be clearly noted on the delivery receipt in order to file a claim.

### 3. Inspecting for Damage

- Inspect the shipment for visible damage.
- Make detailed notes of all damage on the delivery receipt.
- **DO NOT** sign for the shipment until this step has been completed.
- Contact your Burke Representative to file a claim.

### 4. Unloading and Storage

- After all visible damage has been noted on the delivery receipt, you can sign for the shipment and begin to unload it.
- **SAVE ALL** of your paperwork for future reference in case concealed damage or missing items are discovered later.
- Unload the freight using the forklift if you have one. If you do not have a forklift, you'll need to open the pallets and unload them individually.

**PLEASE NOTE:** The equipment should be unloaded with forklift or other unloading equipment as the freight is heavy. Extended forks may be needed for oversized pallets.

## FREQUENTLY ASKED QUESTIONS

### How Many People Will be Needed To Unload My Shipment?

It's important to know that the freight carrier is not responsible for unloading your shipment. **YOU** are responsible for checking in and unloading the shipment. Unloading a standard size play system usually requires about 4 to 5 people. You'll want to adjust accordingly for larger or smaller systems.

**What Type of Equipment Will I Need?** Play structures are generally shipped on pallets or in crates, which can weigh as much as 1800 to 2000 pounds. If possible, arrange to have a forklift available on-site the day you expect delivery. If you can't get a forklift, be prepared to unload the pieces individually. Remember that unloading by hand will generally require more people.

**Where Should My Play System Be Stored While Waiting For The Installation?** It's best to store your shipment in an outbuilding or area near the installation site that can be kept locked. If there isn't a secure area near your installation site, off-site storage is recommended to hold your shipment until you're ready for the installers. Call your Burke representative to confirm the installation date, so you can coordinate delivery to the site.

**When Do I Inspect for Damage Inside the Shipment?** Generally, you aren't allowed to open packages prior to signing for the freight; however, if the condition of the packaging leads you to suspect internal damage, then we encourage you to inspect the inside of the package. Beyond that, you'll want to check your shipment for concealed damage when it is checked in at installation time.

**What If I Find Damaged Parts Later?** Typically, any concealed damage will not be found until you check items in preparation for installation. Damaged or missing items discovered after delivery should be reported to your Burke representative promptly, so they can process the appropriate claims. You should hold the shipping container and freight documents until the matter is resolved.

**Important:** You will be charged for replacements of any missing or damaged parts if you don't note them on the delivery receipt and file a claim.







**PLAY MOVES US** in a big way and is inherent in our culture at Burke. We are constantly studying play and evolving our products, pushing ourselves to be better, all to bring a higher level of play to the communities we serve. Join the movement and see how play can move you!

**Burke**  
**PLAY THAT MOVES YOU.**

800.266.1250 • [bciburke.com](http://bciburke.com)





## Americans with Disabilities Act Accessibility Guidelines Certification

The Department of Justice published revised regulations for Titles II and III of the American with Disabilities Act of 1990 "ADA" in the *Federal Register* on September 15, 2010. These regulations adopted revised, enforceable accessibility standards called the 2010 ADA Standards for Accessible Design "2010 Standards" or "Standards". The 2010 Standards set minimum requirements – both scoping and technical – for newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities. Compliance with these standards is required after March 15, 2012.

### Definitions:

A "composite play structure" is defined as two or more play components attached or functionally linked to create an integrated unit that provides more than one play activity.

An "elevated play component" is defined as a play component that is part of a composite play structure and approached above or below grade. A stand alone slide for example, would not be considered an elevated play component since it is not part of a composite play structure and is not approached above or below grade.

A "ground level play component" is a play component that is approached and exited at the ground level. Stand alone slides, balance beams, swings, and spring rockers are examples of ground level play components. Although portions of a ground level play component may be elevated, the key statement of this definition is that the play component (slide, balance beam, swing, or a spring rocker) is approached and exited at the ground level.

To the best of Burke's understanding and interpretation, the following information demonstrates compliance with the 2010 ADA Standards for Accessible Design as published in the Federal Register September 15<sup>th</sup>, 2010.

### Proposed Burke Composite Play Structure 119-90520-6

Number of Elevated Play Component      0

Number of Elevated Components Accessible by Ramp:      Min. Required 0 Provided 0

Number of Elevated Components Accessible by Transfer System:  
(not accessible by ramp)      Required 0 Provided 0

Number of Ground Level Play Components:      Required 0 Provided 15

Additional Ground Level Play Components Provide by Purchaser      Required 0

It is the responsibility of the purchaser to assure that the required ground level play components are accessible as defined by sections 16.1.3 Accessible Routes, 16.1.6 Accessible Surfaces and the Accessibility requirements of 16.1.5. If existing ground level play components are in the play area, the owner/operator must insure that at least one of each type shall be accessible (section 16.1.5).

# IPEMA Certificate of Compliance



To verify product certification,  
visit [www.ipema.org](http://www.ipema.org)

## ISSUE DATE: 3/10/17 - 119-90520-6 Shore Road School

In the interest of public playground safety, IPEMA provides a third-party certification service whereby TÜV SÜD America validates a manufacturer's certification of conformance to the ASTM F1487-11 (excluding sections 7.1.1, 10 and 12.6.1) Standard Consumer Safety Performance Specification for Playground Equipment for Public Use.

The manufacturer listed below has received written validation from TÜV SÜD America that the products listed below conform with the requirements of ASTM F1487-11 (excluding sections 7.1.1, 10 and 12.6.1).

### MANUFACTURER

BCI Burke Co., LLC  
660 Van Dyne Road  
Fond Du Lac, WI 54936

PRODUCT NBR	PRODUCT LINE	DESCRIPTION
370-0001	Intensity	Agility Arc
370-0009	Intensity	Healthy Hammock
370-0025	Intensity	Extreme Cyclone Spinner
370-0026	Intensity	Limber Ladder Rope Climber
370-0027	Intensity	Launch Pad
370-0806	Nucleus	Trigon Tower
370-0807	Nucleus	96" Spider, plat.-plat.
370-0809	Nucleus	Power Peak w/o panels

INTERNATIONAL  
PLAY EQUIPMENT  
MANUFACTURERS  
ASSOCIATION



America

You may verify this certificate by visiting IPEMA's website at <http://ipema.org>

# IPEMA Certificate of Compliance



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### MANUFACTURER

BCI Burke Co., LLC  
660 Van Dyne Road  
Fond Du Lac, WI 54936

INTERNATIONAL  
PLAY EQUIPMENT  
MANUFACTURERS  
ASSOCIATION

PRODUCT NBR	PRODUCT LINE	DESCRIPTION
370-0829	Intensity	Plexus Overhead
370-0830	Intensity	Plexus Hole Climber
370-0831	Intensity	Plexus Rung Climber
370-0832	Intensity	Plexus Tangle Climber
370-0834	Intensity	Overhead Post Attachment
370-0851	Intensity	Verto Climber 3, F/S
370-0854	Intensity	Verto Climber 1
560-0583	Burke Basics	Ropeventure Vertex



You may verify this certificate by visiting IPEMA's website at <http://ipema.org>



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### MANUFACTURER

BCI Burke Co., LLC  
660 Van Dyne Road  
Fond Du Lac, WI 54936

INTERNATIONAL  
PLAY EQUIPMENT  
MANUFACTURERS  
ASSOCIATION

PRODUCT NBR	PRODUCT LINE	DESCRIPTION
560-2570	Burke Basics	Comet I
670-0147	Nucleus	Roof Post, 5" x 197"
670-0165	Nucleus	Post Assembly, 5" x 123"
670-0166	Nucleus	Post Assembly, 5" x 139"
670-0392	Nucleus	Roof Post, 5" x 206"



You may verify this certificate by visiting IPEMA's website at <http://ipema.org>



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/27/2016

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> Commercial Lines - (412) 765-3510 Wells Fargo Insurance Services USA, Inc. Four Gateway Center, 444 Liberty Avenue, Suite 1500 Pittsburgh, PA 15222-1233	<b>CONTACT NAME:</b> Kate Findlay <b>PHONE (A/C, No, Ext):</b> 412-227-4659 <b>FAX (A/C, No):</b> 877-808-2136 <b>E-MAIL ADDRESS:</b> kate.findlay@wellsfargo.com														
<b>INSURED</b> BCI Burke Company, LLC; BCI Burke Holding Corp. 660 Van Dyne Road Fond Du Lac WI 54935	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> </thead> <tbody> <tr> <td><b>INSURER A:</b> Gemini Insurance Company</td> <td>10833</td> </tr> <tr> <td><b>INSURER B:</b> Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td><b>INSURER C:</b> Axis Surplus Insurance Company</td> <td>26620</td> </tr> <tr> <td><b>INSURER D:</b> Travelers Property Casualty Co of America</td> <td>25674</td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A:</b> Gemini Insurance Company	10833	<b>INSURER B:</b> Travelers Indemnity Company	25658	<b>INSURER C:</b> Axis Surplus Insurance Company	26620	<b>INSURER D:</b> Travelers Property Casualty Co of America	25674	<b>INSURER E:</b>		<b>INSURER F:</b>	
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<b>INSURER E:</b>															
<b>INSURER F:</b>															

**COVERAGES****CERTIFICATE NUMBER:** 11226818**REVISION NUMBER:** See below

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"/> <b>COMMERCIAL GENERAL LIABILITY</b>			VCGP081552	12/29/2016	12/29/2017	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input checked="" type="checkbox"/> \$25,000. Deductible						MED EXP (Any one person)	\$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 1,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>			BA-4F099310-16-CAG	12/29/2016	12/29/2017	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/>							\$
C	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR			ENU791122012016	12/29/2016	12/29/2017	EACH OCCURRENCE	\$ 10,000,000
	<input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$ 10,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							\$
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			YJUB-4F44695-1-16	12/29/2016	12/29/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

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

Evidence of Coverage

**CERTIFICATE HOLDER****CANCELLATION**
 BCI Burke Company, LLC; BCI Burke Holding Corp.  
 660 Van Dyne Road  
 Fond Du Lac, WI 54935

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

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## Third Party Relationships

### 1. Please describe the quality program(s) within your company and the program which measures your service work.

BCI Burke is both ISO 9001:2008 and ISO 14001:2004 Certified and has been for many years. These Standards help guide us in not only our daily Quality Policies and Procedures, but also our Environmental awareness and sustaining of the world around us.

In addition to the ISO 9001:2008 Certification, Burke is also IPEMA Certified by TUV and ensures products meet the applicable ASTM Standards for our play equipment and surfacing products. In fact, Burke's Engineering and Product Development Manager, Scott Liebelt, is the current President of IPEMA. He attends ASTM and IPEMA meetings to participate in writing, revising and interpreting the IPEMA procedures and ASTM-1487 standard, which is the consumer safety performance specification for playground equipment for public use. There are numerous quality inspections we do daily and weekly throughout our process, including receiving, in-process and completed product. Burke will also inspect product at our suppliers as necessary and has an in-depth supplier monitoring system that tracks on-time and quality percentages. These are compiled quarterly and shared with the suppliers for continued improvement of their processes and products. In addition, we hold quarterly supplier service and warranty meetings with Production Control, Quality and our President and CFO to monitor progress to objectives and issue Corrective Actions as needed within our Quality system.

Feedback is important to Burke. We monitor our service and satisfaction levels with our customers. An e-mailed satisfaction survey is sent to customers to get their feedback on the following topics:

- Product arriving in good condition and installing easily;
- Quality and appearance of the product meeting or exceeding their expectations;
- The selection of products being adequate to fulfill their needs.

Each of these items has consistently scored 4.6 - 4.75 on a scale of 1-5, with 5 being Excellent! We also ask for any specific comments from the customer so that we can ensure they are fully satisfied. Customer Service is structured at Burke so that all calls come directly to them, and not through an answering system. Time off for them is even staggered so that a person is always available to talk when a customer calls for assistance. Our priority is to help all customers in a timely manner and get them the information they need.

### 2. Describe your expectations of your subcontractors for installation and repairs. How does your company verify these expectations are being met?

The Corporate Sales team at BCI Burke has established expectations of its subcontractors for installation and repairs. Expectations are spelled out in our



Subcontractor Agreement which is attached for your review. Current required documents from our subcontractors, supporting our Agreement, are kept in house.

The relationship with our Sales Representatives is based upon a model that consists of shared goals and objectives, mutual dependence, open lines of communication, mutual commitment to customer satisfaction, concerns for others profitability, and trust. Each of these items overlaps the next and must remain in proportional balance in order for Burke and our Representatives to be successful. Burke realizes that our Representatives are also our customer and to maintain our model of a successful relationship, professional respect, continuous improvement initiatives, and investment of effort by top management are a necessity. Burke recognizes and strives to support our Representative's efforts with timely responses and open lines of communication, and in the end, this allows Burke and our Representatives to offer superior customer service to our mutual customers.

Burke supports the installers based upon the same model established for our Representative relationships. We realize providing equipment that goes together the first time is second only to complete, correct and on-time. We support our installers by evaluating the feedback they offer us and implementing any necessary changes to ensure Burke product is easy and fun to install. Burke conducts a semi-annual Installer Satisfaction Survey to ensure that we are servicing the installers to best of our abilities and meeting their expectations. Burke consistently ranks as "exceptional" when compared to other competitors by installers that provide installations for Burke and other manufacturers. Easy to read install prints coupled with industry leading dependability, as measured by providing orders complete, correct and on-time, make Burke playgrounds a favorite among industry installers.

Burke also conducts installer training in coordination with The National Playground Contractors Association (NPCAI) at our factory in Wisconsin. During this training, installers have the opportunity to view the production, shipping and testing areas as well as have round-table discussions with key Burke and NPCAI staff. This event allows Burke and installers to share experiences and successes from the field that helps Burke's continuous improvement initiatives.

Burke expects the same commitment to excellence from its Representatives and installers as it does from itself. Burke has established a set of core values that are considered every day, with every decision and on every project. These core values; Integrity, Respect for People, Teamwork, Innovation, Leadership and Performance are embraced through every branch of the Burke organization and are embraced by our Representatives and installers.

### **3. Describe how your company tracks completion of repairs and what information is required to be submitted by the service center prior to payment.**

Our Representatives are required to submit a Problem Report Form (attached for your reference) for any orders/shipments with: missing and incorrect parts, freight damage or

warranty issues. The problem report is processed and documented under the original order number. Replacement parts (if needed) are shipped to the address listed on the problem report. In certain situations, additional costs may arise due to a mistake with a shipment. The selling Representative firm needs to contact Burke letting us know of the problem and if needed, can submit a credit/back charge request form for reimbursement of mileage and labor costs.

#### **4. Describe your company's post-installation and warranty support**

When possible, the selling Representative firm will make a site visit to confirm the items were installed correctly. As long as our components are installed per our installation instructions, they are covered under warranty regardless of who does the installation. Pictures are sometimes requested to verify and document the warranty failure. Our warranty covers the cost of the parts and cost of shipping the items to the installer/customer. The standard lead time for most warranty replacement parts is two to three days. Some replacement parts will ship out the same day we process the paperwork. Longer lead times can occur if the part needs to be powder coated, or manufactured. Replacement parts are covered under the warranty in effect at the time of shipment. In certain situations, Burke may request the damaged part(s) to be returned for inspection or testing. Burke will issue a call tag and have the parts shipped back at our expense. A customer with a part in the field will have priority in receiving a replacement part before the same part is used to complete the shipment of a new play structure purchase order. If/when needed, Burke can ship items next day air or truck freight expedited.

#### **5. Provide the procedure on how your company determines the system design.**

Each playspace is unique and we design each one with the customer in mind. We start with gathering information, from the customer's vision, the age group and ability of the user, the natural setting, neighborhood, site and budget. Then we categorize the designs based on the specialties of the designers and the complexity and needs of the project. Finally, we proceed to the design phase and collaborate with the team on the design taking it from concept to final design, 3D renders and construction documents.

#### **6. Describe what project scheduling tools your company use to track projects during construction**

Project Management is handled both by Burke and our Authorized Representatives. Each Representative Firm uses their own project management system and method to track projects during construction. The majority of our Representatives utilize QuickBooks for their purchase orders and many use large wall calendars along with Outlook to schedule and track installations.

#### **7. How does your company make the proper equipment selection on a turnkey project?**

Burke's Representative Firms either have their own installation crews or sub-contract with installers. The installers are very familiar with Burke equipment, surfacing and other

complementary products which our Representatives carry and they determine what equipment is needed to ensure a satisfactory installation process.

**8. Describe your company's performance maintenance system on turnkey projects.**

Prior to shipment Burke sends the customer a FREE Maintenance Kit. This kit includes a customized playground maintenance schedule and manual specifically designed for their play structure. The kit also includes touch-up paint to match the structure's colors, and graffiti remover – all packaged in a hard-sided case for long-lasting durability. Each project concludes with a final safety check of the Burke equipment, surfacing and all other products to ensure everything has been installed to the manufacturer's specifications and meets all safety standards. The Representative firm holds a strong relationship with each customer and meets with them to make sure everything is to their standards. Burke's Generations Warranty covers the Burke product and our Customer Service Department handles any warranty related claims.

**9. Describe how your company handles site development and project permitting process.**

Our Representative Firms and their contractors and designers determine which, if any, permits are needed for each specific project.

**10. What is your company's design approach and philosophy for a turnkey project?**

Our design philosophy implies understanding the project in a holistic way. This requires focus in two areas:

- Understanding the neighborhood, school or community and the role that the play environment will play within that space is essential to designing an area that becomes a reference and gathering point for people of all ages and abilities.
- Promoting healthy habit and development for the users.

We apply this philosophy to every project; from concept design to construction documents. Our goal is to provide a turnkey service in collaboration with our amazing team.

**11. Describe your company's shipping schedule notification procedures.**

Shipping lead times vary according to the product. If a custom play structure is ordered, the standard shipping time is 4 weeks. Other freestanding and site amenities will ship within 2-3 weeks. When an order has been processed, the customer will receive a copy of the Order Acknowledgement, which will show an Estimated Shipping Date. Our Shipping Schedule is distributed weekly to our Representatives, who are responsible



for communicating with the customer. The internal schedule is updated daily with the incoming orders for each day. Please find a sample of our Shipping Schedule attached.

**12. Describe how your company deals with shipping delays. How do you notify your customer of delays?**

If an order does not ship as scheduled, the customer and/or Representative is contacted immediately and informed that the order was unable to ship. They will then be given a new date of shipment.

**13. How many products do you stock? Where?**

The overall goal of Burke's inventory plan is to be able to service customer needs as quickly as possible. At a minimum, we keep inventory of one color of each plastic part. For steel /aluminum parts or climbers, Burke builds parts to stock and paints based on need. The painting process is completed at our Fond du Lac, WI manufacturing facility and allows for faster lead times as we can paint parts to order on-site and prioritize service orders. We use local suppliers as much as possible to enhance lead times and build stronger relationships that allow us to better serve our customers. Burke stocks all inventory locally in Fond du Lac, WI.

**14. What is your percentage of on-time delivery?**

Burke achieved a total on-time delivery of 98.5% in 2016 across thousands of shipments.

**15. Indicate who will be providing technical assistance including their title, telephone number, fax number, and e-mail address. Include resume.**

If a customer requires technical assistance, they may contact Scott Liebelt, our Engineering and Product Development Manager. Scott serves as the current IPEMA President and attends ASTM and IPEMA meetings to participate in writing, revising and interpreting the IPEMA procedures and ASTM-1487 standard, which is the consumer safety performance specification for playground equipment for public use. Scott's resume can be found in Tab 3 and his contact information is as follows:

**Scott Liebelt**

Engineering & Product Development Manager

Phone: 920-933-6692

Fax: 920-921-9566

Email: [sliebelt@bciburke.com](mailto:sliebelt@bciburke.com)

**16. Provide evidence of your company's ability to shorten the time frame between receiving a service call to problem solution. What does your company do to expedite quotes to the government entity and track completion from the service centers?**

We have one service and parts center with two full time technicians. The hours of operation are 7:00am-5:00pm Central Time. After-hour phone calls are recorded and returned / answered the following business day. Additionally, our Representatives have access to our website 24/7. This website offers our Representatives a large amount of information they can access before, during or after our normal hours of operation.

Burke has a toll free Customer Service telephone number available for customers to call the factory direct. Our Customer Service staff has the ability to process requests almost immediately and we can ship service parts the same day in many cases, including Next Day Air service if the situation requires it. Customer Service requests are forwarded directly to the Production Manager and their staff for immediate processing.

**17. How does your company track warranties and update equipment lists/warranty periods as units or components are replaced?**

Each order/shipment is identified with a job name and order number. When a part is replaced under warranty, the Representative firm submits a problem report referencing the job name and original order number. The problem report contains a list of the required parts and an explanation of what happened. Pictures of the warranted items are usually included with the problem report. The problem report is processed and documented electronically under the original job name and order number. A hard copy of the problem report is also included in the original order's paper file.

When a problem report is submitted Burke's Customer Service staff will review documentation from above to determine the warranty period of the of parts or components needing replacement.

**18. How does your company work to continuously improve the services that you provide?**

Continuous improvement is important for Burke and we approach it in many different ways.

**Training:** Burke invests in relevant training to better serve our customers and help our employees grow. From CPSI (Certified Playground Safety Inspector) for members of the Burke Design Team to Social Media training for Burke Marketing, Burke supports employees and customers with continuous improvement in training.

**Manufacturing:** Employee involvement is extremely important for Burke's continuous improvement process. Open suggestion sheets, with cash incentives for process improvement and cost savings ideas, helps involve everyone in process improvement.

Burke also develops plans using interdepartmental teams for areas where we identify opportunities for improvement. We post weekly efficiency goals and communicate openly with employees on goal vs. actual, celebrating successes along the way.

**Lean:** As a manufacturer, being lean is important to us. We use 6S type (typically referred to as 5S, but we add the 6th S for Safety) events for organizational efficiency gains for various departments.

**Feedback:** Who better to help us improve than the customers and communities we serve? We reach out to our customers through surveys and customer service and seek their feedback. We compile it and use it to address areas of opportunity and share with them how we've addressed it.

**Organizational Involvement:** From industry involvement in the National Park and Recreation (NRPA) and American Society of Landscape Architects (ASLA) to community involvement in Girls on the Run and Boys & Girls Club of Fond du Lac, Burke learns and improves through our involvement with organizations that share our passion for play and kids of all abilities.

**19. What is the policy on replacement parts and costs associated with them?  
What is the standard lead time for replacement parts and what warranty do they carry?**

Pricing for replacement parts is available on the Price List located in Appendix C. The standard lead time for replacement parts can vary from 5 business days to 3-4 weeks, depending on product availability. Replacement parts all carry Burke's Generations Warranty.



## Appendix D:

*Signature on Vendor Contract Signature form certifies complete acceptance of the General Terms and Conditions in this solicitation, except as noted below (additional pages may be attached, if necessary).*

**Check one of the following responses to the General Terms and Conditions:**

- ☒ We take no exceptions/deviations to the general terms and conditions

(Note: If none are listed below, it is understood that no exceptions/deviations are taken.)

- ☐ We take the following exceptions/deviations to the general terms and conditions. All exceptions/deviations must be clearly explained. Reference the corresponding general terms and conditions that you are taking exceptions/deviations to. Clearly state if you are adding additional terms and conditions to the general terms and conditions. Provide details on your exceptions/deviations below:

(Note: Unacceptable exceptions shall remove your proposal from consideration for award. Region 4 ESC shall be the sole judge on the acceptance of exceptions/deviations and the decision shall be final.)

[illegible]

## Appendix E:

### QUESTIONNAIRE

Please provide responses to the following questions that address your company's operations, organization, structure and processes for providing products and services.

#### 1. States Covered

Offeror must indicate any and all states where products and services can be offered.

**Please indicate the price co-efficient for each state if it varies. (If applicable)**

☒ **50 States & District of Columbia** (Selecting this box is equal to checking all boxes below)

- |   |   |
|---|---|
| <input type="checkbox"/> Alabama              | <input type="checkbox"/> Montana        |
| <input type="checkbox"/> Alaska               | <input type="checkbox"/> Nebraska       |
| <input type="checkbox"/> Arizona              | <input type="checkbox"/> Nevada         |
| <input type="checkbox"/> Arkansas             | <input type="checkbox"/> New Hampshire  |
| <input type="checkbox"/> California           | <input type="checkbox"/> New Jersey     |
| <input type="checkbox"/> Colorado             | <input type="checkbox"/> New Mexico     |
| <input type="checkbox"/> Connecticut          | <input type="checkbox"/> New York       |
| <input type="checkbox"/> Delaware             | <input type="checkbox"/> North Carolina |
| <input type="checkbox"/> District of Columbia | <input type="checkbox"/> North Dakota   |
| <input type="checkbox"/> Florida              | <input type="checkbox"/> Ohio           |
| <input type="checkbox"/> Georgia              | <input type="checkbox"/> Oklahoma       |
| <input type="checkbox"/> Hawaii               | <input type="checkbox"/> Oregon         |
| <input type="checkbox"/> Idaho                | <input type="checkbox"/> Pennsylvania   |
| <input type="checkbox"/> Illinois             | <input type="checkbox"/> Rhode Island   |
| <input type="checkbox"/> Indiana              | <input type="checkbox"/> South Carolina |
| <input type="checkbox"/> Iowa                 | <input type="checkbox"/> South Dakota   |
| <input type="checkbox"/> Kansas               | <input type="checkbox"/> Tennessee      |
| <input type="checkbox"/> Kentucky             | <input type="checkbox"/> Texas          |
| <input type="checkbox"/> Louisiana            | <input type="checkbox"/> Utah           |
| <input type="checkbox"/> Maine                | <input type="checkbox"/> Vermont        |
| <input type="checkbox"/> Maryland             | <input type="checkbox"/> Virginia       |
| <input type="checkbox"/> Massachusetts        | <input type="checkbox"/> Washington     |
| <input type="checkbox"/> Michigan             | <input type="checkbox"/> West Virginia  |
| <input type="checkbox"/> Minnesota            | <input type="checkbox"/> Wisconsin      |
| <input type="checkbox"/> Mississippi          | <input type="checkbox"/> Wyoming        |
| <input type="checkbox"/> Missouri             |   |

☒ **Territories & Outlying Areas** (Selecting this box is equal to checking all boxes below)

- |   |  |
|---|--|
| <input type="checkbox"/> American Samoa                 | <input type="checkbox"/> Northern Marina Islands |
| <input type="checkbox"/> Federated States of Micronesia | <input type="checkbox"/> Puerto Rico             |
| <input type="checkbox"/> Guam                           | <input type="checkbox"/> U.S. Virgin Islands     |
| <input type="checkbox"/> Midway Islands                 |  |

#### 2. Diversity Programs

- Do you currently have a diversity program or any diversity partners that you do business with?  

☐ Yes   ☒ No
  
- If the answer is yes, do you plan to offer your program or partnership through TCPN  

☐ Yes   ☐ No

*(If the answer is yes, attach a statement detailing the structure of your program, along with a list of your diversity alliances and a copy of their certifications.)*

- Will the products accessible through your diversity program or partnership be offered to TCPN members at the same pricing offered by your company?  
☐Yes ☐No

*(If answer is no, attach a statement detailing how pricing for participants would be calculated.)*

### 3. **Minority and Women Business Enterprise (MWBE) and (HUB) Participation**

It is the policy of some entities participating in TCPN to involve minority and women business enterprises (M/WBE), small and/or disadvantaged business enterprises, disable veterans business enterprises, historically utilized businesses (HUB) and other diversity recognized businesses in the purchase of goods and services. Offerors shall indicate below whether or not they hold certification in any of the classified areas and include proof of such certification with their response.

#### a. **Minority Women Business Enterprise**

Offeror certifies that this firm is an MWBE ☐Yes ☒No

List certifying agency: \_\_\_\_\_

#### b. **Small Business Enterprise (SBE) or Disadvantaged Business Enterprise (DBE)**

Offeror certifies that this firm is a SBE or DBE ☐Yes ☒No

List certifying agency: \_\_\_\_\_

#### c. **Disabled Veterans Business Enterprise (DVBE)**

Offeror certifies that this firm is a DVBE ☐Yes ☒No

List certifying agency: \_\_\_\_\_

#### d. **Historically Underutilized Businesses (HUB)**

Offeror certifies that this firm is a HUB ☐Yes ☒No

List certifying agency: \_\_\_\_\_

#### e. **Historically Underutilized Business Zone Enterprise (HUB Zone)**

Offeror certifies that this firm is a HUB Zone ☐Yes ☒No

List certifying agency: \_\_\_\_\_

#### f. **Other**

Offeror certifies that this firm is a recognized diversity certificate holder ☐Yes ☒No

List certifying agency: \_\_\_\_\_

### 4. **Residency**

Responding Company's principal place of business is in the city of Fond du Lac State of WI.



## 5. **Felony Conviction Notice**

Please check applicable box:

- ☐ A publicly held corporation; therefore, this reporting requirement is not applicable.
- ☒ Is not owned or operated by anyone who has been convicted of a felony.
- ☐ Is owned or operated by the following individual(s) who has/have been convicted of a felony.

\*If the third box is checked a detailed explanation of the names and convictions must be attached.

## 6. **Processing Information**

Company contact for:

### Contract Management

Contact Person: Marianne Larson  
Title: Sales & Marketing Support Manager  
Company: BCI Burke Company, LLC  
Address: 660 Van Dyne Road  
City: Fond du Lac State: Wisconsin Zip: 54937  
Phone: (920) 921-9220 Fax: (920) 921-9566  
Email: mlarson@bciburke.com

### Billing & Reporting/Accounts Payable

Contact Person: Michele Sievert  
Title: Accounting Associate  
Company: BCI Burke Company, LLC  
Address: 660 Van Dyne Road  
City: Fond du Lac State: Wisconsin Zip: 54937  
Phone: (920) 921-9220 Fax: (920) 921-9566  
Email: msievert@bciburke.com

### Marketing

Contact Person: Kelly Jo McClanathan  
Title: Marketing Coordinator  
Company: BCI Burke Company, LLC  
Address: 660 Van Dyne Road  
City: Fond du Lac State: Wisconsin Zip: 54937  
Phone: (920) 921-9220 Fax: (920) 921-9566  
Email: kmccclanathan@bciburke.com

7. **Distribution Channel:** Which best describes your company's position in the distribution channel:

- ☐ Manufacturer direct      ☐ Certified education/government reseller  
☒ Authorized distributor      ☐ Manufacturer marketing through reseller  
☐ Value-added reseller      ☐ Other \_\_\_\_\_

8. **Pricing Information**

- In addition to the current typical unit pricing furnished herein, the Vendor agrees to offer all future product introductions at prices that are proportionate to Contract Pricing.

☒ Yes    ☐ No

*(If answer is no, attach a statement detailing how pricing for participants would be calculated.)*

- Pricing submitted includes the required administrative fee. ☒ Yes    ☐ No

*(Fee calculated based on invoice price to customer)*

- Additional discounts for purchase of a guaranteed quantity? ☐ Yes    ☒ No

9. **Cooperatives**

List any other cooperative or state contracts currently held or in the process of securing

Cooperative/State Agency	Discount Offered	Expires	Annual Sales Volume
See list of contracts on following page.			

[Remainder of Page Intentionally Left Blank]

## Cooperatives & Contracts

BCI Burke holds the following Contracts:

- HGACBuy Contract #PR11-16, valid through October 31, 2018. Burke offers a discount of 7% on equipment and 5% on Burke Turf and Tile. The average annual sales for this contract are \$325,000/Year.
- Texas Buyboard Contract #512-16, valid through 9/30/2017 with two possible one-year renewals. Burke offers a discount of 7% on equipment and 5% on Burke Turf and Tiles. As Burke Representatives also hold this contract in Texas, we use this exclusively for any Burke direct sales in a few counties in Western Texas.
- New Jersey State Contract #A81430, currently waiting award. This contract expired on August 14, 2016 and is Solicitation #16DPP00019 is still in process. Previous average sales volume was \$1.4 Million/Year.
- Ohio State Contract #STS640, valid through December 31, 2017. The average annual sales for this contract are \$300,000/Year.
- CMAS Contract #4-05-78-0025A, valid through February 28, 2022. The average annual sales on this contract are \$250,000/Year.

The discounts offered on these contracts vary depending on the fees that are required of them.



## **Company Profile – Appendix F**

**1. Company's official registered name.**

BCI Burke Company, LLC

**2. Brief history of your company, including the year it was established.**

For more than 96 years, Burke has been designing and manufacturing the industry's best playgrounds. Since the weather-stripping company in 1920 that quickly expanded to focus on playground products, Burke always maintained a reputation for quality products and superior customer service. Some notable events include aiding in the war effort during the 1940s, adding color and inventing the Funnel Ball in the 1960s and 1970s, respectively, and in the 1980s and 1990s introducing both modular play and play for early childhood. In 2016, Burke launched Play That Moves You and is taking an approach of even more innovation, inclusivity and research to support product and playground design.

Our mission at Burke is simple: To bring Play That Moves You to communities around the world. Our purpose each and every day is to create quality and innovative playground equipment that inspires us to move. We do this with a culture that is focused on outcomes where everyone wins – the Company, our Employees, our Representatives, our Partners, our Customers and the Community. It's what we focus on every day.

**3. Company's Dun & Bradstreet (D&B) Number.**

006115547

**4. Corporate Office Location**

660 Van Dyne Road  
Fond du Lac, WI 54937

**5. List the total number of sales persons employed by your organization within the United States, broken down by market.**

Burke employs five Regional Sales Managers (RSM) who assist our Authorized Representative firms and customers in a variety of ways. Each RSM is assigned a territory within the United States and Canada (Northeast, Southeast, South Central, Western and Midwest). The RSMs assist our Representative Firms by joining them in customer visits, lunch & learns, tradeshow, territory development, training and recruiting. The RSMs report directly to Michael Phelan, Burke's President/CEO. Burke's Sales Support and Marketing Departments provide continuous support to the RSMs and Representatives. This model has proven to be very effective for Burke and demonstrates our commitment to fully support our Representative firms and our customers.

Burke RSMs also handle Burke Direct sales into areas that are not currently covered by a contracted Representative firm. RSMs work closely with Burke Sales Support Staff to ensure awesome Burke designs, timely submission of proposals and quotes, order placement, order delivery, equipment installation and service.

6. **List the number and location of offices, or service centers for all states being bid in solicitation. Additionally, list the names of key contacts at each location with title, address, phone and email address.**

Burke has twenty six contracted US and Canadian Representative firms that employ outside and inside sales representatives and administrative staff. The Representative firms are responsible for servicing all markets within their contracted territory. The Representative firms are independent entities that contract with Burke to sell Burke products within their specific territory.

The Burke team is here to help before, during and after the sale. From initial design through final installation, Burke works closely with its Representatives and directly with government entities to make sure all the pieces come together. Our focus is not just about Play that Moves Us today; it is about building a relationship with TCPN and customers for years to come.

Please see the enclosed Representative Territory map and associated spreadsheet to identify coverage of Burke products and services throughout the United States. Having solid relationships with our Representatives is critical for Burke; in fact it is these very relationships that set Burke apart in the industry from other manufacturers. Bottom line is that the customer needs to be taken care of in a timely manner, and that is what Burke and our Representatives do. It may sound like a simple concept, but it is not common in our industry.

The relationship with our Representatives is based upon a model that consists of shared goals and objectives, mutual dependence, open lines of communication, mutual commitment to customer satisfaction, concerns for mutual profitability, and trust. Each of these items overlaps the next and must remain in proportional balance in order for Burke and our Representatives to be successful. Burke realizes that the Representative is also our customer and to maintain our model of successful factory/rep relationship professional respect, continuous improvement initiatives, and investment of effort by top management are a necessity. Burke recognizes and strives to support our Representative firms' efforts by timely responses and open lines of communication, and in the end this allows Burke and our Representatives to offer superior customer service to the end customer.

7. **Please provide contact information for the person(s) who will be responsible for the following area, including resumes:**

- a) **Sales** - Marianne Larson, Sales & Marketing Support Manager
- b) **Sales Support** – Jessica Westphal, Sales Support Coordinator
- c) **Marketing** – Kelly Jo McClanathan, Marketing Coordinator
- d) **Financial Reporting** - Michele Sievert, Accounting Associate
- e) **Executive Support**

- Michael Phelan, President/CEO
- Brian Johnson, Chief Marketing Officer
- Douglas Pietrowski, Chief Financial Officer

See attached resumes

8. **Define your standard terms of payment**

There are no credit requirements for governmental entities purchasing with BCI Burke. All governmental entities are granted net 30 day terms.

9. **Who is your competition in the marketplace?**

The playground industry continues to grow as new companies enter the commercial market. That being said, we have found that we often are competing with several manufacturers, including:

- GameTime
- Play and Park Structures
- Little Tikes Commercial
- Miracle Recreation
- Landscape Structures
- Playworld Systems
- PlayKraft

10. **Overall annual sales for the last three (3) years, 2013, 2014, 2015**

Burke is a leader in the playground industry and is considered a mid-sized company employing 75-100 employees. The sales indicated below represent net Burke equipment sales and do not include installation, other complementary product lines or services or sales through our Representative Firms.



11. **Overall public sector sales, excluding Federal Government, for the last (3) years: 2013, 2014, 2015**





## 12. What is your strategy to increase market share?

BCI Burke sells its products through 3rd party manufacturers' Representatives. Our strategy to increase market share is to help our current Representatives grow their businesses as well as add new Representative firms in territories where Burke is currently unrepresented. Burke helps its current distribution by providing industry leading design materials and sales support as well as increased marketing and promotions in targeted areas. Burke is regularly looking to add new Representative firms in territories or regions where Burke currently does not have any presence.

If we are awarded a new TCPN Contract, we will continue to work with TCPN Regional Managers and their Marketing Team to promote both Burke and TCPN. Examples of previous joint campaigns where we introduced the Burke/TCPN partnership were in Illinois, New York, Florida and Texas. Here we used various cobranded marketing initiatives, including email blasts, postcards and case studies to promote the benefits of the TCPN contract and the successes our joint customers experienced.

## 13. What differentiates your company from competitors?

Since 1920, Burke has been known for maintaining the highest quality standards and backing our products with superior service. This combination of quality and service ensures our customer the lowest possible total cost of ownership. Burke playgrounds provide the best value for a dollar – today and long into the future.

Therefore, we feel we differentiate ourselves from the competition in several key areas:

### Warranty

Others may say they have the best warranty, but when you read the fine print, it's clear that our Generations Warranty stands alone. That's because it's based on a simple principle: we don't think a product failure should cost the customer anything. That's why it's non-prorated. If a post fails in less than 100 years, we'll still replace it at no cost. Here are the highlights:

- 100 years on posts, hardware, and direct-bolt fastening systems
- 25 years on spring assemblies and aluminum cast animals
- 15 years on platforms, decks, metal roofs, Rotationally Molded Plastics, and borders

Burke's industry-leading warranty protects the initial investment and limited maintenance budgets that are a reality long after the excitement of the initial purchase. Schools and government entities will have peace of mind by knowing that the playground equipment has a warranty that won't drain maintenance funds in the coming years. Our warranty is not prorated and replacement parts covered under that warranty will have their own

appropriate, full-length warranty instead of being restricted to the balance of the original warranty period which is based on the date it was shipped by the manufacturer. Furthermore, all parts covered under Burke's warranty are shipped free of charge.

#### **Customized Maintenance Kit**

Every Burke modular playground comes with a free maintenance kit including touch-up paint matching the playground colors, graffiti remover, a maintenance schedule and a manual specifically for each playground.

#### **NPPS Safety Kit**

A free NPPS (National Program for Playground Safety) Supervision Safety Kit is provided with the purchase of each Burke modular playground structure. Over 40% of all playground injuries are related to poor (or lack of) supervision. This kit, developed by the National Program for Playground Safety through grant monies from the CDC to the University of Iowa, is a great training tool for school playground supervisors and for those who are responsible for supervising summer recreations programs. Many of our customers have found this kit to be an excellent tool for in-service training programs and as documentation for their risk-management initiatives. Consideration could be given to conducting Supervision Safety seminars at appropriate time slots during the build day.

14. **Describe the capabilities and functionality of your firm's on-line catalog/ordering website.**

Clients and perspective customers can view products and structures using Zmags platform which features 200 pages of photos and interactive links with video, stories, and other helpful information. When ready to start customizing their product or structure, our Representative firms step in to help through the order process.

Burke offers an internet based ordering system for our Representative firms only. It is entirely self-developed and self-managed by our in-house IT and Order Entry departments. Direct customers do not have access to this system for placing orders, however our Representative firms and sales staff are ready to assist customers through the order process and help to customize their orders for them.

15. **Describe your company's Customer Service Department (hours of operation, number of service centers, etc.).**

We have one service and parts center with two full time technicians. The hours of operation are 7:00am-5:00pm Central Time. After-hour phone calls are recorded and are returned / answered the following business day. Additionally, our Representatives have access to our website 24/7. This website offers our Representatives a large amount of information they can access before, during or after our normal hours of operation.

Burke has a toll free Customer Service telephone number available for customers to call direct. Burke Customer Service staff is arranged to provide a person to talk to when a need arises. Incoming calls go directly to a real-live person, not an answering system. Staff also stagger their breaks, lunches and vacations to ensure someone is always available for calls during normal business hours. Our Customer Service staff has the ability to process requests immediately and we can service parts the same day in many cases, including Next Day Air service if the situation requires it. They have the availability to see stock status of parts to ensure promises made to customers on ship dates are met. Their requests (via information from the customer) are forwarded directly to the Production Manager and staff for immediate processing.

Burke is committed to providing superior customer service. Not only do we evaluate our processes internally, we regularly send Customer Satisfaction Surveys to recent order recipients. We request feedback on quality, appearance, and the ease of installation. The survey also requests input on our selection of products, service provided by our Sales Representatives, and suggestion for improvement. These responses are then documented and reviewed by our Management, Quality and Customer Service departments. This data is used to evaluate opportunities for continual improvement of system effectiveness and customer satisfaction.

16. **Provide information regarding whether your firm, either presently or in the past, has been involved in any litigation, bankruptcy or reorganization.**

BCI Burke has periodically be involved in litigation, primarily what we construe as nuisance suits, over injuries occurred while using playground equipment. Burke in every case has vigorously defended itself. Burke carries over \$10 million in liability insurance for this very reason.

## **Marketing / Sales – Appendix F**

17. **Detail how your organization plans to market this contract within the first ninety (90) days of the award date.**

### **Immediate Promotion**

We will use the TCPN contract to help customers streamline the bid process which can monopolize precious time and resources. By utilizing a cooperative contract, they will have the ability to purchase higher quality, long-lasting products without being forced to grant an award to the lowest-cost provider.

Burke will cooperatively promote this message, the award and partnership of this contract, specifically in 10-12 of the biggest opportunity states immediately in first 90 days. Our goal is to be the “go to” resource for all schools, parks, municipalities, and any additional organizations that may qualify for the TCPN contract.

We will develop and utilize co-branded postcard mailers, email blasts, and Google advertising to dramatically elevate awareness, specifically against US Communities. In addition, each message will be shared via our social media campaign.

### **Direct Mail Campaigns/ Co-branded Collateral/Advertising Schedule**

Our marketing team will build in the TCPN logo and language to co-brand our pieces in our scheduled marketing campaigns. Additionally, we will budget for mailings specific to TCPN and target high impact states. Direct mail postcards can be sent to our database, along with any database records that TCPN provides.

We see the biggest impact for marketing efforts in the following states:

- Virginia
- Maryland
- Florida
- Illinois
- Texas
- California
- New York
- Georgia
- North Carolina
- Ohio

### **Website / Catalog**

Burke’s two most impactful marketing initiatives are our website and catalog. Burke will maintain a dedicated page within our website outlining our relationship



with TCPN and providing a link to the TCPC website. TCPN will also be included in our printed catalog.

Print advertising is scheduled in local and national publications for the year and will include TCPN in our scheduled placements. These publications include, but are not limited to, Parks & Recreation Magazine and Parks and Rec Business Magazine. We also participate in state specific publications such as California Parks and Recreation Society (CPRS) Magazine, and our partnership will also be reflected in those advertisements.

### **Tradeshow Participation**

Burke has increased our presence in the both local and national tradeshow circuits, especially for the National Recreation and Parks Association (NRPA) Annual Conference in September, and the American Society of Landscape Architects (ASLA) immediately following NRPA in October. Burke participates in National IPA Vendor Summits and has committed to the 2017 National Institute of Government Purchasing (NIGP) Annual Forum and Products Exposition in August.

The TCPN logo will be incorporated in our physical handouts and our pre-and post-show marketing efforts. These include print advertising in national magazines and show specific publications, email blasts, and our social media campaign.

Burke also welcomes the opportunity for any TCPN staff to join us in our booth and at any social opportunities that Burke or our Authorized Representatives sponsor.

### **Internal Promotion**

Burke provides a monthly newsletter to all our employees and our Representative firms. We will send ongoing updates regarding the contract award and reminders to include the TCPN contract in their communication and sales tactics.

We hold an annual Sales Meeting for our Representative Firms that includes continuing education presentations and updates. TCPN contract details and reminders are included in these presentations. For the past several years we invited our TCPN Representative to present at this meeting and, if awarded, we will continue to include this in our planning efforts.

18. **Describe how your company will demonstrate the benefits of this contract to eligible government customers.**

Our Internal Sales Staff and Network of Authorized Representatives have been trained extensively regarding the benefits that holding the TCPN contract provide to eligible government customers. Along with the marketing efforts indicated in previous responses, we have developed a presentation that outlines the benefits of utilizing the TCPN contract including:

- a. Reduction of agency administrative burden of time/resources

- b. Opportunity for greater efficiency and economies of scale in acquiring goods and services
- c. Product cost savings through nationally leveraged pricing
- d. No cost to agencies and no minimum purchase amounts
- e. First-class purchasing procedures ensuring the most competitive contracts

Burke also developed a 4-page color flyer (see attached) that is targeted specifically to agencies that are eligible to purchase via the TCPN contract.

19. **Explain how your company plans to market this agreement to existing government customers.**

In addition to the marketing efforts above in Question 17, we target our existing government customers from our databases and send targeted email blasts and direct mail postcards to these contacts. Our message will include not only the award of the contract, but also our past efforts and successes utilizing this contract and encourage them to take advantage of this opportunity.

Because these contacts are existing customers, our Representative firms and sales staff can also contact some of these clients directly, based on the relationship we have built and sustained in some of these markets to promote the benefits of utilizing TCPN for another project.

20. **Provide a detailed ninety (90) day plan describing how the contract will be implemented within your firm.**

Burke currently holds a TCPN Contract and has been conducting trainings with internal staff since being awarded the contract. If awarded a new TCPN contract, Burke will do the following within 90 days of the award:

- Conduct a webinar with all Burke Regional Sales Managers, and internal Management and Support staff announcing the award and providing detailed training on the TCPN contract. We would request that a TCPN staff member assist in orchestrating this webinar and help with answering any questions. The webinar will be recorded and placed on the bciburke.com website which is accessible to all Burke employees and Representatives when they log onto the website.
- All information regarding the contract's terms and conditions and pricing will be added to Burke's website and will be accessible to all internal Burke staff upon login.
- Information regarding the TCPN contract will be included in the "Burke Alert" which is emailed to all Burke Sales Representatives, Regional Sales Managers and all Burke employees.

21. **Describe how you intend to train your national sales force on the Region 4 ESC agreement.**

Burke currently holds a TCPN Contract and has been conducting trainings and webinars with Authorized Representatives throughout the United States since being awarded the contract in 2010. This has included working with TCPN Regional Managers in promoting the use of the Burke contract in their territories and inviting TCPN staff to participate in Burke's annual National Sales Conference. If awarded a new TCPN contract, Burke will do the following:

- Conduct a webinar with all Authorized Representatives and Regional Sales Managers announcing the award and providing detailed training on the TCPN contract. We would request that a TCPN staff member assist in orchestrating this webinar and help with answering any questions. The webinar will be recorded and placed on the bciburke.com website which is accessible to all Authorized Representatives when they log onto the website.
- All information regarding the contract's terms and conditions and pricing will be added to Burke's website and will be accessible to all Authorized Representatives and Regional Sales Managers upon login.
- Information regarding the TCPN contract will be included in the "Burke Alert" which is emailed to all Burke Authorized Representatives and Regional Sales Managers.
- Explore conducting (in conjunction with TCPN staff) training sessions at targeted national conferences to educate attendees on the TCPN program and Burke's participation in it.

22. **Acknowledge that your organization agrees to provide its company logo(s) to Region 4 ESC and agrees to provide permission for reproduction of such logo in marketing communications and promotions.**

Burke agrees to provide our company logo(s) to Region 4 ESC and will provide permission for reproduction of such logo in marketing communications and promotions.

23. **Provide the revenue that your organization anticipates each year for the first three (3) years of this agreement.**



## **Administration – Appendix F**

24. **Describe your company's implementation and success with existing cooperating purchasing programs, if any, and provide the cooperative's name(s), contact person(s) and contact information as reference(s).**

We have effectively implemented the TCPN contract since 2012 and HGACBuy since 2010. We estimated revenue of \$500,000 in three years and currently ended 2016 with \$2.3M in sales under the TCPN cooperative contract. We have become familiar and are comfortable executing our current contracts and feel we have been, and continue to be successful implementing in the future.

Mike Grade  
Business Development Manger  
National IPA  
(312) 515-5795  
[mike.grade@nationalipa.gov](mailto:mike.grade@nationalipa.gov)

Marlena Mack  
Procurement Services Specialist  
HGACBuy  
(713) 993-2484  
[marlana.mack@h-gac.com](mailto:marlana.mack@h-gac.com)

25. **Describe the capacity of your company to report monthly sales through this agreement.**

All monthly sales reporting is generated by our Accounting Department. Michele Sievert will be the main contact for all required reports, and can be reached at [msievert@bciburke.com](mailto:msievert@bciburke.com).

26. **Describe the capacity of your company to provide management reports, i.e. consolidated billing by location, time and attendance reports, etc. for each eligible agency.**

Projects that contain Burke products and labor (installation, site preparation, etc.) are handled directly by Burke's Authorized Representatives in conjunction with their installers and/or general contractors. Upon request they would be able to provide additional project management information and reports which they would receive from the general contractor.



27. **Please provide any suggested improvements and alternatives for doing business with your company that will make this arrangement more cost effective for your company and Participating Public Agencies.**

To assist our customers with ordering freestanding playground products, benches, grills and site amenities, Burke could build an e-commerce store so Burke product could be ordered with a few clicks. We could set this system up similar to the GSA Advantage website and streamline the process allowing customers to order and receive these items quickly.

## Green Initiatives – Appendix F

28. **Please provide your company's environmental policy and/or green initiative.**

We all share one earth, and at Burke we want to preserve our planet for future generations of children. We've implemented a variety of practices to help us help keep our shared world a better, greener place.

**Manufacturing:** Being ISO 14001:2004 certified means we have strict environmental controls built into our manufacturing process. We get 100% of our energy from wind and other renewable resources. This helped us earn the Green Power Partner designation from the US Environmental Protection Agency – the only playground manufacturer to achieve this!

**Design:** We design high-quality products with long life expectancies and quality components to extend the useable life of the playspace. Many of our raw materials have recycled content, including our steel tubes and castings. In addition, many other Burke products are made from recycled material. For example, the NaturePlay® ClubHouse™ Board Panels and Roofs are made from 75% post-consumer material and are 100% recyclable after use.

**Offices:** Our corporate office uses energy efficient lighting to help reduce energy use on a daily basis. We also use recycled paper to print our catalogs and created a digital catalog to decrease the amount of paper being used. We abide by the six R's: Reduce, Reuse, Recycle, Repair, Recover and Respect.

**Suppliers:** To minimize transportation costs, we prefer to work with suppliers located near our manufacturing facility.

## Vendor Certifications – Appendix F

29. Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Offeror to perform the covered services including, but not limited to licenses, registrations or certifications. M/WBE, HUB, DVBE, small and disadvantaged business certifications and other diverse business certifications, as well as manufacturer certifications for sales and service must be included if applicable.

- ISO 9001:2008 Certification
- ISO 14001:2004 Certification
- Founding and active member of the International Play Equipment Manufacturer's Association (IPEMA). In fact, Burke's Engineering and Product Development Manager, Scott Liebelt, is the current President of IPEMA. He attends ASTM and IPEMA meetings to participate in writing, revising and interpreting the IPEMA procedures and ASTM-1487 standard, which is the consumer safety performance specification for playground equipment for public use.
- Authorized IPEMA Certification facility
- Alliant Energy's Second Nature™ Program
- Partner with US Environmental Protection Agency Green Power Program
- Partner with the National Program for Playground Safety (NPPS) and only playground manufacturer to give a free NPPS Playground Supervision Safety Kit with every modular play structure order!
- Currently, four Burke Employees are certified through the National Recreation and Park Association (NRPA) as a Certified Playground Safety Inspectors (CPSI)
- Burke is not eligible for WMBE or SBE accreditation, however many of our representatives have obtained these business certifications. Please see the chart below:

Accreditation	Description	Number of Dealers
ESB	Emerging Small Business	1
SBE	Small Business Enterprise	2
WMBE	Woman or Minority Business Entity	1
WBE	Woman's Based Enterprise Network	3

Please see attached certification documents.

## **Value Add – Appendix G**

**Include any additional products and/or services not included in the scope of the solicitation that you think will enhance and/or add value to this contract for participating agencies.**

### **Research**

At Burke we believe great product design comes from great research and we continue to study how children play with our partner at the University of Nebraska Omaha and incorporate what we learn into our product and playground designs. Our product design process includes a focus on how to enhance development and overall experience for children and adults of all abilities.

### **Design**

To design the best playgrounds that comply with necessary standards, Burke has proprietary software that has all of the controls built-in to ensure all safety standards are met.

Fusing creativity into playspaces, we have landscape designers to design custom playspaces using panels and unique layouts to create a space that ignites imagination and brings communities together.

### **Playground Grant Search and Fundraising**

Burke provides options and programs that can help you raise funds and search for grants to help fund your playground equipment. For your convenience, we've brought together information on our fundraising program, grant resources and purchasing cooperatives. And of course, we're always glad to discuss your playground equipment needs and help you find ways to get the playground your kids deserve.

### **Promotions and Grants**

Burke offers three to four promotions annually that we will pass on to National IPA participants. We also have a Burke grant program that customers can apply for if they meet the criteria.

Additional information regarding these programs follows.



**Appendix H:**  
**ADDITIONAL REQUIRED DOCUMENTS**

- DOC #1 Clean Air and Water Act
- DOC #2 Debarment Notice
- DOC #3 Lobbying Certification
- DOC #4 Contractors Requirements
- DOC #5 Antitrust Certification Statement
- DOC #6 Implementation HB 1295 (Certificate) of Interested Parties)
- DOC #7 EDGAR Certifications

**FOR VENDORS INTENDING TO DO BUSINESS IN NEW JERSEY:**

- DOC #8 Ownership Disclosure Form
- DOC #9 Non-Collusion Affidavit
- DOC #10 Affirmative Action Affidavit
- DOC #11 Political Contribution Disclosure Form
- DOC #12 Stockholder Disclosure Form

New Jersey vendors are also required to comply with the following New Jersey statutes when applicable:

All anti-discrimination laws, including those contained in N.J.S.A. 10:2-1 through N.J.S.A. 10:2-14, N.J.S.A. 10:5-1, and N.J.S.A. 10:5-31 through 10:5-38.

Compliance with Prevailing Wage Act, N.J.S.A. 34:11-56.26, for all contracts within the contemplation of the Act.

Compliance with Public Works Contractor Registration Act, N.J.S.A. 34:11-56.26

Bid and Performance Security, as required by the applicable municipal or state statutes.

DOC #1

**Clean Air and Water Act**

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

Potential Vendor: BCI Burke Company, LLC

Title of Authorized Representative: President & CEO

Mailing Address: 660 Van Dyne Road, Fond du Lac, WI 54937

Signature: 



DOC #2

**Debarment Notice**

I, the Vendor, certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations.

Potential Vendor: BCI Burke Company, LLC

Title of Authorized Representative: President & CEO

Mailing Address: 660 Van Dyne Road, Fond du Lac, WI 54937

Signature: 

**LOBBYING CERTIFICATION**

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.



Signature of Offeror

03/13/17

Date



**CONTRACTOR CERTIFICATION REQUIREMENTS****Contractor's Employment Eligibility**

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the Region 4 ESC Participating entities in which work is being performed.

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**Fingerprint and Background Checks**

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.


The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

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**Business Operations in Sudan, Iran**

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.



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Signature of Offeror

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03/13/17

---

Date

DOC #5

**ANTITRUST CERTIFICATION STATEMENTS**  
**(Tex. Government Code § 2155.005)**

I affirm under penalty of perjury of the laws of the State of Texas that:

1. I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
2. In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
3. In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and
4. Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

**Vendor** BCI Burke Company, LLC

\_\_\_\_\_


\_\_\_\_\_

**Address** 660 Van Dyne Road

Fond du Lac, WI 54937

**Phone** (920) 921-9220

**Fax** (920) 921-9566

**Offeror**   
Signature

Michael Phelan

Printed Name

President & CEO

Position with Company

**Authorizing Official**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position with Company

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2017-177328

Date Filed:  
03/10/2017

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

BCI Burke Company, LLC  
Fond du Lac, WI United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Region 4 Education Service Center

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFP 17-03  
Playground Systems, Installation, Service and Related Items

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



### 6 AFFIDAVIT

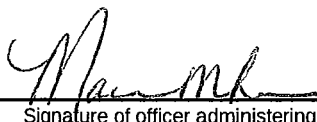
I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Michael E Phelan, this the 13<sup>th</sup> day of March, 20 17, to certify which, witness my hand and seal of office.

  
Signature of officer administering oath

Marianne McLerson  
Printed name of officer administering oath

Notary  
Title of officer administering oath



## EDGAR CERTIFICATIONS

### ADDENDUM FOR AGREEMENT FUNDED BY U.S. FEDERAL GRANT

#### TO WHOM IT MAY CONCERN:

REGION 4 EDUCATION SERVICE CENTER is in the process of ensuring that all policies and procedures involving the expenditure of federal funds are compliant with the new Education Department General Administrative Guidelines ("EDGAR"). Part of this process involves ensuring that all current vendors agree to comply with EDGAR. You must complete this form and return to REGION 4 EDUCATION SERVICE CENTER along with your proposal.

The following certifications and provisions are required and apply when REGION 4 EDUCATION SERVICE CENTER expends federal funds for any contract resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Agency and the Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

#### REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II TO 2 CFR PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds, REGION 4 EDUCATION SERVICE CENTER reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does Vendor agree? YES                     *ml*                     Initials of Authorized Representative of Vendor

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

Pursuant to Federal Rule (B) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds, REGION 4 EDUCATION SERVICE CENTER reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor in the event Vendor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. REGION 4 EDUCATION SERVICE CENTER also reserves the right to terminate the contract immediately, with written notice to vendor, for convenience, if REGION 4 EDUCATION SERVICE CENTER believes, in its sole discretion that it is in the best interest of REGION 4 EDUCATION SERVICE CENTER to do so. Vendor will be compensated for work performed and accepted and goods accepted by REGION 4 EDUCATION SERVICE CENTER as of the termination date if the contract is terminated for convenience of REGION 4 EDUCATION SERVICE CENTER. Any award under this procurement process is not exclusive and REGION 4 EDUCATION SERVICE CENTER reserves the right to purchase goods and services from other vendors when it is in REGION 4 EDUCATION SERVICE CENTER's best interest.

Does Vendor agree? YES                     *ml*                     Initials of Authorized Representative of Vendor

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

Does Vendor agree to abide by the above? YES                     *ml*                     Initials of Authorized Representative of Vendor

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction

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

Pursuant to Federal Rule (D) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

Does Vendor agree? YES MB Initials of Authorized Representative of Vendor

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process.

Does Vendor agree? YES MB Initials of Authorized Representative of Vendor

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the vendor certifies that during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (F) above.

Does Vendor agree? YES MB Initials of Authorized Representative of Vendor

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Does Vendor agree? YES  Initials of Authorized Representative of Vendor

Pursuant to Federal Rule (H) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the vendor certifies that during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process, the vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Does Vendor agree? YES  Initials of Authorized Representative of Vendor

Pursuant to Federal Rule (I) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the vendor certifies that during the term and after the awarded term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C.

(1) No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Does Vendor agree? YES  Initials of Authorized Representative of Vendor

When federal funds are expended by REGION 4 EDUCATION SERVICE CENTER for any contract resulting from this procurement process, Vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The Vendor further certifies that Vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

Does Vendor agree? YES  Initials of Authorized Representative of Vendor



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**CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT**

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When REGION 4 EDUCATION SERVICE CENTER expends federal funds for any contract resulting from this procurement process, Vendor certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

Does Vendor agree? YES MB Initials of Authorized Representative of Vendor

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**CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS**

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Vendor certifies that Vendor is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Does Vendor agree? YES MB Initials of Authorized Representative of Vendor

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**CERTIFICATION OF ACCESS TO RECORDS - 2 C.F.R. § 200.336**

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Vendor agrees that the Inspector General of the Agency or any of their duly authorized representatives shall have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

Does Vendor agree? YES MB Initials of Authorized Representative of Vendor

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**CERTIFICATION OF APPLICABILITY TO SUBCONTRACTS**

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Vendor agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

Does Vendor agree? YES MB Initials of Authorized Representative of Vendor

Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Vendor's Name: BCI Burke Company

Address, City, State, and Zip Code: 1660 Van Dyne Road, Fond du Lac, WI 54937

Phone Number: 920-921-9220 Fax Number: 920-921-9566

Printed Name and Title of Authorized Representative: Michael Phelan, President & CEO

Email Address: mphelan@bciburke.com

Signature of Authorized Representative: [Signature] Date: 03/13/17

# OWNERSHIP DISCLOSURE FORM

## (N.J.S. 52:25-24.2)

Pursuant to the requirements of P.L. 1999, Chapter 440 effective April 17, 2000 (Local Public Contracts Law), the offeror shall complete the form attached to these specifications listing the persons owning 10 percent (10%) or more of the firm presenting the proposal.

**Company Name:** BCI Burke Company, LLC

**Street:** 660 Van Dyne Road

**City, State, Zip Code:** Fond du Lac, WI 54937

**Complete as appropriate:**

I \_\_\_\_\_, certify that I am the sole owner of \_\_\_\_\_, that there are no partners and the business is not incorporated, and the provisions of N.J.S. 52:25-24.2 do not apply.

**OR:**

I \_\_\_\_\_, a partner  
in \_\_\_\_\_, do hereby certify that the following is a list of all individual  
partners who own a 10% or greater interest therein. I further certify that if one (1) or more of the  
partners is itself a corporation or partnership, there is also set forth the names and addresses of the  
stockholders holding 10% or more of that corporation's stock or the individual partners owning 10%  
or greater interest in that partnership.

**OR:**

/s/ Michael Phelan, an authorized representative of  
BCI Burke, a corporation, do hereby certify that the following is a list of the names  
and addresses of all stockholders in the corporation who own 10% or more of its stock of any class. I  
further certify that if one (1) or more of such stockholders is itself a corporation or partnership, that  
there is also set forth the names and addresses of the stockholders holding 10% or more of the  
corporation's stock or the individual partners owning a 10% or greater interest in that partnership.

(Note: If there are no partners or stockholders owning 10% or more interest, indicate none.)

Name	Address	Interest
Incline Equity Partners III, L.P	EQT Plaza, Suite 340, 625 Liberty Ave	62.08%
Pittsburgh, PA 15222		
Partner Name: New York Life Insurance & Thrivent White Rose Fund		
Incline Equity Partners III (PSERS), L.P.	EQT Plaza, Suite 340, 625 Liberty Ave	17.53%
Pittsburgh, PA 15222		
Partner Name: Pubic School Employees' Retirement Fund		

*I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.*

03/13/17  
Date

*W. E. L.*

**Authorized Signature and Title**

DOC #9

## NON-COLLUSION AFFIDAVIT

Company Name: BCI Burke Company, LLC

Street: 660 Van Dyne Road

City, State, Zip Code: Fond du Lac, WI 54937

State of New Jersey

County of \_\_\_\_\_

I, Michael Phelan of the Fond du Lac  
Name City

in the County of Fond du Lac, State of Wisconsin  
of full age, being duly sworn according to law on my oath depose and say that:

I am the President & CEO of the firm of BCI Burke Company  
Title Company Name

the offeror making the Proposal for the goods, services or public work specified under the attached proposal, and that I executed the said proposal with full authority to do so; that said offeror has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above proposal, and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that Region 4 ESC relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said goods, services or public work.

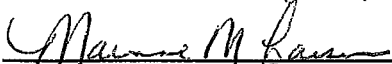
I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

BCI Burke Company, LLC  
Company Name

  
Authorized Signature & Title

Subscribed and sworn before me

this 13 day of March, 2017

  
Notary Public of Fond du Lac, Wisconsin  
My commission expires 11-29, 2019

SEAL



DOC #10

**AFFIRMATIVE ACTION AFFIDAVIT**  
(P.L. 1975, C.127)

**Company Name:** BCI Burke Company, LLC

**Street:** 660 Van Dyne Road

**City, State, Zip Code:** Fond du Lac, WI 54937

**Proposal Certification:**

Indicate below your compliance with New Jersey Affirmative Action regulations. Your proposal will be accepted even if you are not in compliance at this time. No contract and/or purchase order may be issued, however, until all Affirmative Action requirements are met.

**Required Affirmative Action Evidence:**

Procurement, Professional & Service Contracts (Exhibit A)

Vendors must submit with proposal:

- |  |                      |
|--|----------------------|
| 1. A photo copy of their <u>Federal Letter of Affirmative Action Plan Approval</u> | _____                |
| OR   |                      |
| 2. A photo copy of their <u>Certificate of Employee Information Report</u>         | _____ <b>X</b> _____ |
| OR   |                      |
| 3. A complete <u>Affirmative Action Employee Information Report (AA302)</u>        | _____                |

**Public Work – Over \$50,000 Total Project Cost:**

- A. No approved Federal or New Jersey Affirmative Action Plan. We will complete Report Form  
AA201-A upon receipt from the Solicitation 17-03 \_\_\_\_\_ **X** \_\_\_\_\_
- B. Approved Federal or New Jersey Plan – certificate enclosed \_\_\_\_\_

*I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.*

03/13/17  
Date

  
Authorized Signature and Title

**P.L. 1995, c. 127 (N.J.A.C. 17:27)**  
**MANDATORY AFFIRMATIVE ACTION LANGUAGE**

**PROCUREMENT, PROFESSIONAL AND SERVICE**  
**CONTRACTS**

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

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

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

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

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers trade consistent with the applicable county employment goal prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time.

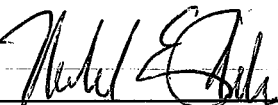
The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status,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

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the

statutes and court decisions of the state of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

  
\_\_\_\_\_  
Signature of Procurement Agent



# Disclosure of Political Contributions

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

Contributor Name	Recipient Name	Date	Dollar Amount
NONE			

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Name:  Date: March 13, 2017

Print Name: Michael E. Phelan, President/CEO  
BCI Burke Company, LLC  
660 Van Dyne Road  
Fond du Lac, WI 54937

DOC #12

## STOCKHOLDER DISCLOSURE CERTIFICATION

### Name of Business:

☒ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

### Check the box that represents the type of business organization:

☐ Partnership

☐ Corporation

☐ Sole Proprietorship

☐ Limited Partnership

☒ Limited Liability Corporation

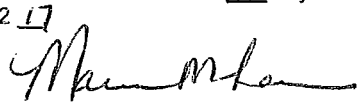
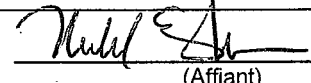
☐ Limited Liability Partnership

☐ Subchapter S Corporation

**Sign and notarize the form below, and, if necessary, complete the stockholder list below.**

### Stockholders:

Name: Incline Equity Partners III, L.P. (New York Life Insurance & Thrivent White Rose Fund) Home Address: EQT Plaza, Suite 340 640 Liberty Avenue Pittsburgh, PA 15222	Name: Incline Equity Partners III (PSERS) (Public School Employees' Retirement Fund) Home Address: EQT Plaza, Suite 340 640 Liberty Avenue Pittsburgh, PA 15222
Name:  Home Address:	Name:  Home Address:
Name:  Home Address:	Name:  Home Address:

Subscribed and sworn before me this <u>13</u> day of <u>March</u> , 20 <u>17</u> (Notary Public)  My Commission expires: <u>11/29/19</u>	 (Affiant) Michael E. Phelan, President/CEO (Print name & title of affiant) (Corporate Seal)
---	--

**ACKNOWLEDGMENT AND ACCEPTANCE**  
**OF REGION 4 ESC's OPEN RECORDS POLICY**

*Signature below certifies complete acceptance of Region 4 ESC's Open Records Policy, except as noted below (additional pages may be attached, if necessary).*

**Check one of the following responses to the Acknowledgment and Acceptance of Region 4 ESC's Open Records Policy below:**

- ☒ We acknowledge Region 4 ESC's Open Records Policy and declare that no information submitted with this proposal, or any part of our proposal, is exempt from disclosure under the Public Information Act.

*(Note: All information believed to be a trade secret or proprietary must be listed below. It is further understood that failure to identify such information, in strict accordance with the instructions below, will result in that information being considered public information and released, if requested under the Public Information Act.)*

- ☐ We declare the following information to be a trade secret or proprietary and exempt from disclosure under the Public Information Act.

*(Note: Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, Offeror must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s).*

03/13/17  
Date

  
Authorized Signature & Title



# Burke Contact Information

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(920) 921-9220  
660 Van Dyne Road  
P.O. Box 549  
Fond du Lac, WI 54936

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Jessica Westphal  
Sales Support Coordinator  
(920) 933-6697  
[jwestphal@bciburke.com](mailto:jwestphal@bciburke.com)

Marianne Larson  
Sales Support Manager  
(920) 933-6701  
[mlarson@bciburke.com](mailto:mlarson@bciburke.com)

Kelly Jo McClanathan  
Marketing Coordinator  
(920) 933-6711  
[kimclanathan@bciburke.com](mailto:kimclanathan@bciburke.com)

Michele Sievert  
Accounting Associate  
(920) 933-6698  
[msievert@bciburke.com](mailto:msievert@bciburke.com)

Michael Phelan  
President/CEO  
[mphelan@bciburke.com](mailto:mphelan@bciburke.com)

Douglas Pietrowski  
Chief Financial Officer  
[dpietrowski@bciburke.com](mailto:dpietrowski@bciburke.com)

Brian Johnson  
Chief Marketing Officer  
[bjohnson@bciburke.com](mailto:bjohnson@bciburke.com)

## Dealer Products and Services

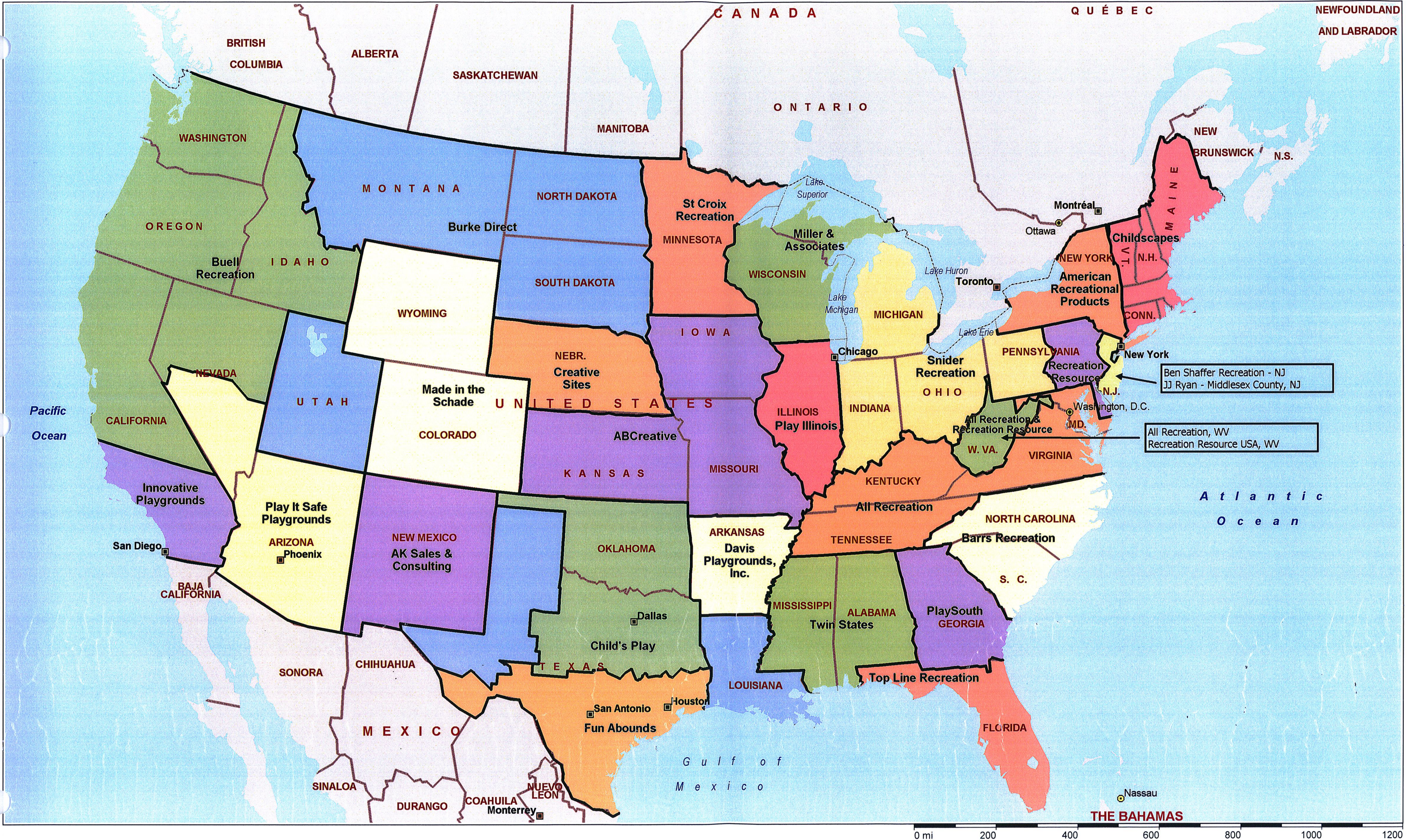
Rep Firm	Contact	Territory	Phone #	E-mail	Products Offered	Additional Surfacing
<b>ABCreative Inc.</b>	Karen Herren	Iowa, Kansas & Missouri	(913) 583-3332	karen@abcreative.net	Shade & Shelters Site Amenities	Turf Poured In Place Rubber Rubber Tile Rubber Mulch Engineered Wood Fiber
<b>AK Sales &amp; Consulting, Inc.</b>	Art Moyle Karen Moyle	New Mexico	(575) 623-1488	akmoyle@yahoo.com	Shade & Shelters Site Amenities	Turf Rubber Mulch Engineered Wood Fiber
<b>All Recreation of Virginia, Inc.</b>	John Lombardi	Virginia, Kentucky, Maryland, Tennessee , West Virginia, District of Columbia	(888) 429-0001	jpl@allrec.com	Shade & Shelters Site Amenities Water Play	Turf Poured in Place Rubber Engineered Wood Fiber
<b>American Recreational Products</b>	Bob Brown Kevin Brown	New York	(631) 244-0011	bob@americanrecreational.com kevin@americanrecreational.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Pour in Place Rubber Mulch
<b>Barrs Recreation</b>	John Barrs Carolynne Barrs	North & South Carolina	(919) 781-4870	jbarrs@barrsrec.com cbarrs@barrsrec.com	Shade & Shelters Site Amenities	Poured In Place Rubber Engineered Wood Fiber Loose Fill Rubber Bonded Rubber Playground Pavement
<b>Ben Shaffer Recreation, Inc.</b>	Scott Tumminello Patty Tumminello	New Jersey	(973) 663-2021	scott@benshaffer.com patty@benshaffer.com	Shelters	Poured In Place Rubber Engineered Wood Fiber
<b>Buell Recreation</b>	Doug Buell	Washington, Idaho, Northern Nevada & Northern California	(503) 922-1650	doug@buellrecreation.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Rubber Tiles Poured In Place Rubber
<b>Child's Play, Inc.</b>	Jay Robertson Kathy Robertson	Oklahoma & Portion of Texas	(972) 484-0600	jay@childsplayinc.net Kathy@childsplayinc.net	Shade & Shelters Site Amenities	Rubber Mulch Engineered Wood Fiber Rubber Tile Turf Poured In Place
<b>Childscapes</b>	Tim Pesko Charles Pesko	Maine, New Hampshire, Massachusetts, Rhode Island, Vermont & Connecticut	(781) 837-6412	tpesko@childscapes.net Charlie_Pesko@infotrends.com	Shade & Shelters Site Amenities	Bonded Rubber Engineered Wood Fiber
<b>Creative Sites, LLC</b>	Julie Kutilek	Nebraska	(402) 614-4606	jkutilek@cox.net	Water Play	Poured In Place Rubber Turf Bonded Rubber Mulch Loose Fill Rubber Mulch Aquatic Pad
<b>Davis Playgrounds, Inc.</b>	Wayne Davis	Arkansas	(501) 851-0756	wyndavis@sbcglobal.net	Shade & Shelters Site Amenities	Poured In Place Rubber Rubber Mulch Rubber Tile

## Dealer Products and Services

Rep Firm	Contact	Territory	Phone #	E-mail	Products Offered	Additional Surfacing
<b>Fun Abounds</b>	Leigh Walden	Portion of Texas	(855) 226-8637	lwalden@fabplaygrounds.com	Shade & Shelters Site Amenities Splash Pad / Aquatic Play	Rubber Mulch Rubber Turf Poured in Place Rubber Rubber Tile
<b>Innovative Playgrounds</b>	Alvino Larios	Southern California	(562) 693-5200	alvino@innovplay.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Poured In Place Rubber
<b>J.J. Ryan</b>	Rich Fustos	Portion of New Jersey	(732) 634-1082	jjryaninc@aol.com	Site Amenities	
<b>Made in the Schade</b>	Brandon Smith	Colorado & Wyoming	(303) 670-3789	brandon@madeintheschade.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Poured In Place Rubber Rubber Tiles
<b>Miller &amp; Associates</b>	Steve Barritt Patty Barritt	Wisconsin & Upper Michigan	(608) 643-8105	steveb@millersaukprairie.com pattyb@millersaukprairie.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Poured In Place Rubber Rubber Tiles
<b>Play Illinois</b>	Mike Maloney	Illinois	844-222-9990	mike@playil.today	Shade & Shelters Site Amenities Splash Pad / Aquatic Play	Engineered Wood Fiber Poured in Place Rubber Rubber Mulch
<b>Play It Safe Playgrounds and Playground Equipment</b>	Jordan Lynde	Arizona & Southern Nevada	(480) 347-8486	jordan@playitsafeplaygrounds.com	Shade & Shelters Site Amenities Splash Pad / Aquatic Play	Poured In Place Rubber Engineered Wood Fiber Rubber Mulch
<b>PlaySouth, LLC</b>	Andy Bryant	Georgia	(770) 719-9005	andy@playsouth.net	Shade & Shelters Site Amenities	Engineered Wood Fiber Rubber Tiles
<b>PlayQuest Recreation</b>	Derek Giesbrecht Curtis Giesbrecht	Provinces of Alberta & Manitoba Canada	(780) 980-8118	derek@questic.ca curtisg@questic.ca	Shade & Shelters Site Amenities Splashpad & Spray Parks Skateparks	Engineered Wood Fiber Rubber Tile Rubber Crumb Poured In Place Rubber
<b>Recreation Resource USA</b>	Tim & Kevin & Sylvia Umbreit	Delaware, Eastern Pennsylvania & West Virginia	(610) 444-4402	info@recreation-resource.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Poured In Place Rubber
<b>Snider Recreation</b>	Jeff Snider James Snider	Michigan (except U.P.) Indiana, Ohio & Pennsylvania	(440) 877-9151	jeffsnider@cvsnyder.com jcsnyder@cvsnyder.com	Shade & Shelters Site Amenities Splashpad & Spray Parks	Engineered Wood Fiber Rubber Mulch Poured In Place Rubber
<b>St. Croix Recreation</b>	Christopher Johnsen	Minnesota	(651) 430-1247	cj@stcroixrec.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Poured In Place Rubber
<b>TopLine Recreation, Inc.</b>	Terry Perkins Sonia Perkins	Florida	(800) 921-4509	terryp@toplinerec.com soniap@toplinerec.com	Shade & Shelters Site Amenities	Poured In Place Rubber Turf
<b>Twin States Recreation</b>	Max Maxwell	Mississippi & Alabama	(205) 453-4231	max@twinstates.com	Shade & Shelters Site Amenities	Engineered Wood Fiber Poured In Place Rubber Rubber Mulch



## Burke Representative Coverage





**BCI BURKE COMPANY, LLC****STATEMENT OF WORK***(Enter date . . .)***Project Description:**

Contractor: BCI Burke Company, LLC  
*Rep Name, Phone Number*

Billing Address: 660 Van Dyne Road, Fond du Lac, WI 54937

Subcontractor: *Name of Company* *Contact Name, Phone Number*  
*Company Address*

Customer: *Name of Entity*  
*Contact Name, Title, Phone Number*

Project Location: *Address*

**Statement of Work:**

Subcontractor, as an independent contractor, agrees to furnish all of the labor and materials, equipment, tools, scaffolds, appliances, transportation, storage, insurance, taxes, supervision, and any and all items necessary for the complete installation of the equipment and/or recreational items and materials purchased by the Customer, as described in Schedule A, attached ("Work"). Time is of the essence and Subcontractor shall perform the work in a workmanlike manner according to standard industry practices. Subcontractor shall submit periodic reports to Contractor on the progress of the Work.

**This Statement of Work is subject to the terms and conditions on the reverse side of this document. The parties acknowledge and agree to be bound by the terms and conditions.**

**Payment Terms:**

Contractor agrees to pay Subcontractor as full payment the amount set forth on Schedule B, attached. Payment will be made to Subcontractor upon satisfactory completion and acceptance by Contractor and the Owner. If progress payments are required, Subcontractor shall provide a release of claims and liens if requested by Contractor.

**BCI BURKE COMPANY, LLC**By: \_\_\_\_\_  
Authorized Representative

Date: \_\_\_\_\_

**SUBCONTRACTOR**By: \_\_\_\_\_  
Authorized Representative

Date: \_\_\_\_\_

**Special Note:** in addition to signing and dating this agreement, subcontractor must also initial & date each page of the attachment(s) and return them with the agreement..

## **TERMS AND CONDITIONS OF STATEMENT OF WORK**

1. **Acceptance / Entire Agreement.** This Statement of Work can be accepted by Subcontractor only upon the exact terms and conditions herein. This Statement of Work may not be changed or modified in any manner without the written consent of the Contractor or Subcontractor. This document constitutes the entire agreement between the parties. These terms and conditions shall be interpreted as a unified contractual document with the Statement of Work, except that in the event of any inconsistency between the Statement of Work and these terms and conditions, the Statement of Work shall control. The formation, construction and enforcement of this Statement of Work shall be governed by the laws of the State of Wisconsin, excluding its conflict of laws principles. If any provision of this Statement of Work is determined to be invalid or unenforceable, such provision shall be reconstituted, to the extent possible, as a valid and enforceable provision which shall put the parties in the same position as if the same provision was valid and enforceable. If it is not possible to so reconstitute such provision, all other provisions of this Statement of Work shall remain in effect and enforceable. Either party's waiver of or failure to insist on the performance of any term or condition or to exercise any right shall not thereafter waive enforcement of any other provision.
2. **Warranty.** Subcontractor warrants and guarantees its work, materials, parts and labor in connection with its performance under this Statement of Work. Without limiting the foregoing or any other obligation regarding Subcontractor's work, Subcontractor shall, at its expense, make good any faulty, defective work it performed on the project within one (1) year of the date of acceptance of the completed project by Contractor or Owner of the subject real estate where the work is to be performed.
3. **Licenses / Permits.** Subcontractor shall, at its own expense, obtain all necessary licenses and permits pertaining to the Statement of Work and shall comply with all relevant statutes, ordinances, rules, regulations and orders relating to the Statement of Work. Compliance includes, without limitation, matters relating to safety, wages, discrimination and equal employment opportunity. Subcontractor shall promptly correct any such violations.
4. **Indemnity.** To the fullest extent authorized by law, Subcontractor will indemnify, defend and save harmless Contractor and the relevant property owner from and against any and all loss, damage, injury both to persons and property, liability and all claims or suits by or on behalf of any person, concern, entity or other party when such loss, damage, injury or liability is alleged to have arisen in any way from the Subcontractor's performance of the services required by this Statement of Work. Subcontractor's indemnification obligations under this paragraph shall include all costs and reasonable attorneys' fees incurred by Contractor or the relevant property owner.
5. **No Liens.** Subcontractor shall keep the project free from liens of workers, sub-subcontractors, materialmen or others claiming under or through Subcontractor for labor, services, material or equipment (including rental thereon) claimed to have been furnished for or used in Subcontractor's performance of the Statement of Work. If any such lien is made or filed, Subcontractor shall immediately remove the lien. Upon Subcontractor's failure to remove the lien within five (5) days of receipt of written demand from Contractor, Contractor is authorized to take any action it deems appropriate to remove the lien on Subcontractor's behalf and at Subcontractor's expense.
6. **No Assignment.** This Statement of Work cannot be assigned or delegated by Subcontractor without the written consent of the Contractor.
7. **Insurance.** Prior to the start of the Work, Subcontractor shall procure and maintain in force Workers' Compensation insurance, Employers' Liability insurance, Business Automobile Liability insurance and Commercial General Liability insurance ("CGL"). The CGL policy shall include coverage for liability arising from premises, operations, independent contractors, products-completed operations, personal injury and broad form property damage. The primary CGL coverage shall also name BCI Burke Company, LLC as an additional insured for liability arising out of the Work. If requested, the Subcontractor shall provide the Contractor with certificates of insurance coverage required. The required insurance shall be written with at least the following limits of liability: Workers' Compensation at statutory limits; employers' liability at Five Hundred Thousand Dollars (\$500,000) for each occurrence; Business Automobile Liability insurance at Five Hundred Thousand Dollars (\$500,000) for each occurrence; and CGL at One Million Dollars (\$1,000,000) for each occurrence.
8. **Dispute Resolution.** All disputes, claims, controversies and other matters in question between the parties or arising out of or relating to this Statement of Work shall be decided through binding arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect.



**BCI BURKE COMPANY, LLC  
STATEMENT OF WORK**

**SCHEDULE A**

**CUSTOMER NAME AND PROJECT DESCRIPTION**

**BCI BURKE COMPANY, LLC  
STATEMENT OF WORK**

**SCHEDULE B**

**CONTRACTOR AMOUNT OF PAYMENT TO SUBCONTRACTOR**

I:\Sub Contractor Agreements\SubContractor Agreement Master12-8-08.doc



**BCI Burke Company, LLC**  
**Problem Report**  
Fax to Customer Service: (920) 921-7617

Rep Firm:		Today's Date:	
Rep Order #:		Burke Order #	
Salesperson:		Date Shipped:	
Address:		Contact:	
		Phone:	
Phone:		Freight Co.:	
Fax:		Pro Number:	

REQUEST TYPE			
Freight Damage:		Other:	
<input type="checkbox"/>	Visual (at time of delivery)	<input type="checkbox"/>	Incorrect Item (w/in 45 days of delivery)
<input type="checkbox"/>	Concealed (up to 10 business days after delivery)	<input type="checkbox"/>	Missing Item (w/in 45 days of delivery)
<input type="checkbox"/>	Delivery receipt signed as damaged?	<input type="checkbox"/>	Warranty Item

Photos Available?	<input type="checkbox"/> NO	<input type="checkbox"/> YES
Photos e-mailed to Customer Service on:		

REASON FOR REQUEST	

Anticipated Back Charges?:	<input type="checkbox"/> NO	<input type="checkbox"/> YES
----------------------------	-----------------------------	------------------------------

QTY	PART#	DESCRIPTION	COLOR

SHIPPING ADDRESS:				SPECIAL INSTRUCTIONS	
Name:		Attn:		Date Needed By:	
Address:		Phone:			
City:		Call 24 hours before Delivery	<input type="checkbox"/>		
State, Zip:		Pick-up Original Parts	<input type="checkbox"/>		

For Burke Customer Service Use Only:	
<b>Comments:</b>	



# BCI BURKE GENERATIONS WARRANTY®

## The Longest and Strongest warranty in the industry

BCI Burke Company, LLC ("Burke") warrants that all standard products are warranted to be free from defects in materials and workmanship, under normal use and service, for a period of one (1) year from the date of invoice.

### We stand behind our products.

In addition, the following products are warranted, under normal use and service from the date of invoice as follows:

- One Hundred (100) Year Limited Warranty on aluminum and steel upright posts (including Intensity®, Voltage®, Nucleus® and Little Buddies®) against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on KoreKonnnect® clamps against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on Hardware (nuts, bolts, washers)
- One Hundred (100) Year Limited Warranty on bolt-through fastening and clamp systems (Voltage®, Intensity®, Nucleus® and Little Buddies®).
- Twenty-Five (25) Year Limited Warranty on spring assemblies and aluminum cast animals.
- Fifteen (15) Year Limited Warranty on main structure platforms and decks, metal roofs, table tops, bench tops, railings, loops and rungs.
- Fifteen (15) Year Limited Warranty on all plastic components including StoneBorders against structural failure due to materials or workmanship.
- Ten (10) Year Limited Warranty on ShadePlay Canopies fabric, threads, and cables against degradation, cracking or material breakdown resulting from ultra-violet exposure, natural deterioration or manufacturing defects. This warranty is limited to the design loads as stated in the specifications.
- Ten (10) Year Limited Warranty on NaturePlay® Boulders and GFRC products against structural failure due to natural deterioration or workmanship. Natural wear, which may occur with any concrete product with age, is excluded from this warranty
- Ten (10) Year Limited Warranty on Full Color Custom Signage against manufacturing defects that cause delamination or degradation of the sign. Full Color Custom Signs also carry a two (2) year warranty against premature fading of the print and graphics on the signs.
- Five (5) Year Limited Warranty on Intensity® and RopeVenture™ cables against premature wear due to natural deterioration or manufacturing defects. Determination of premature wear will be at the manufacturer's discretion.
- Five (5) Year Limited Warranty on swing seats and hangers; Kid Koaster® Trolleys and other moving parts against structural failure due to materials or workmanship.
- Three (3) Year Limited Warranty on electronic panel speakers, sound chips and circuit boards against electronic failure caused by manufacturing defects.

The warranty stated above is valid only if the equipment is erected in conformity with the layout plan and/or installation instructions furnished by BCI Burke Company, LLC using approved parts; have been maintained and inspected in accordance with BCI Burke Company, LLC instructions. Burke's liability and your exclusive remedy hereunder will be limited to repair or replacement of those parts found in Burke's reasonable judgment to be defective. Any claim made within the above stated warranty periods must be made promptly after discovery of the defect. A part is covered only for the original warranty period of the applicable part. Replacement parts carry the applicable warranty from the date of shipment of the replacement from Burke. After the expiration of the warranty period, you must pay for all parts, transportation and service charges.

Burke reserves the right to accept or reject any claim in whole or in part. Burke will not accept the return of any product without its prior written approval. Burke will assume transportation charges for shipment of the returned product if it is returned in strict compliance with Burke's written instructions.

**THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ANY OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IF THE FOREGOING DISCLAIMER OF ADDITIONAL WARRANTIES IS NOT GIVEN FULL FORCE AND EFFECT, ANY RESULTING ADDITIONAL WARRANTY SHALL BE LIMITED IN DURATION TO THE EXPRESS WARRANTIES AND BE OTHERWISE SUBJECT TO AND LIMITED BY THE TERMS OF BURKE'S PRODUCT WARRANTY. SOME STATES DO NOT ALLOW THE EXCLUSION OF CERTAIN IMPLIED WARRANTIES, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.**

**Warranty Exclusions:** The above stated warranties do not cover: "cosmetic" defects, such as scratches, dents, marring, or fading; damage due to incorrect installation, vandalism, misuse, accident, wear and tear from normal use, exposure to extreme weather; immersion in salt or chlorine water, unauthorized repair or modification, abnormal use, lack of maintenance, or other cause not within Burke's control; and

**Limitation of Remedies:** Burke is not liable for consequential or incidental damages, including but not limited to labor costs or lost profits resulting from the use of or inability to use the products or from the products being incorporated in or becoming a component of any other product. If, after a reasonable number of repeated efforts, Burke is unable to repair or replace a defective or nonconforming product, Burke shall have the option to accept return of the product, or part thereof, if such does not substantially impair its value, and return the purchase price as the buyer's entire and exclusive remedy. Without limiting the generality of the foregoing, Burke will not be responsible for labor costs involved in the removal of products or the installation of replacement products. Some states do not allow the exclusion of incidental damages, so the above exclusion may not apply to you.

Contact your local Burke Representative for warranty information regarding Burke Turf® and Burke Tile products.

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## TERMS OF SALE

**Pricing:** Prices published in this catalog are in USD, are approximate and do not include shipping & handling, surfacing, installation nor applicable taxes. All prices are subject to change without notice. Contact your Burke representative for current pricing. Payments are to be made in USD.

**Weights:** Weights are approximate and may vary with actual orders.

**Installation:** All equipment is shipped unassembled. For a list of factory-certified installers in your area, please contact your Burke representative.

**Specifications:** Product specifications in this catalog were correct at the time of publication. However, product improvements are ongoing at Burke, and we reserve the right to change or discontinue specifications without notice.

**Loss or Damage in Transit:** A signed bill of lading is our receipt from a carrier that our shipment to you was complete and in good condition upon arrival. Before you sign, please check the Bill of Lading carefully when the shipment arrives to make sure nothing is missing and there are no damages. Once the shipment leaves our plant, we are no longer responsible for any damage, loss or shortage.

For more information regarding the warranty, call Customer Service at 920-921-9220 or 1-800-356-2070.

01/2017

### Supplemental Warranty – Installation Costs for Warranty Repairs

Numerous Burke Representatives provide a supplemental warranty for labor related to warranty repairs on Burke equipment. Attached are several Supplemental Warranty Certificates which provide proof of coverage for installation costs associated with the replacement of any Burke product covered under our Generations Warranty.

BARRS RECREATION

## SUPPLEMENTAL WARRANTY

ON BARRS REC INSTALLED BCI BURKE PRODUCTS

In addition to Burke's 100% non-prorated warranty, Barrs Recreation offers the value added service of **100% FREE** replacement costs on all warranted BCI Burke products, installed by Barrs Recreation throughout the duration of the warranty period. The warranted items are shipped directly to Barrs Recreation and are **installed free of charge** by our qualified installer(s). The result is **zero out of pocket costs** to our customers on all warranted BCI Burke products. BCI Burke and Barrs Recreation's commitment to higher quality products makes this "Special Supplemental Warranty" possible



Signature of Barrs Recreation Authorized Consultant

Date

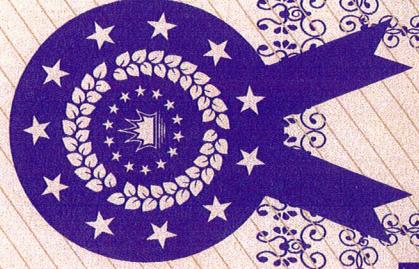


# Ben Shaffer Recreation Supplemental Warranty

In addition to Burke's 100% non-prorated warranty, Ben Shaffer Recreation offers the value added service of 100% FREE replacement costs on all warranted BCI Burke Products installed by Corby Associates (NJ's Factory Certified Installer) throughout the duration of the warranty period. The warranted items are shipped directly to Corby Associates and installed free of charge by Corby Associates. The result is zero out of pocket cost to our customers on all warranted BCI Burke products. It is BCI Burke's and Ben Shaffer's commitment to higher quality products that make this "Special Supplemental Warranty" possible.

\_\_\_\_\_  
Ben Shaffer Representative

\_\_\_\_\_  
Date





*Child's Play, Inc.*  
**Supplemental Warranty**  
on BCI Burke Playground Products

*Project Name*

In addition to Burke's 100% non-prorated warranty, Child's Play, Inc. offers the value added service of 100% FREE replacement costs on all warranted BCI Burke products, installed by Child's Play, Inc., throughout the duration of the warranty period. This includes a no fade policy on any

rotomolded plastic product. The warranted items are shipped directly to Child's Play and installed free of charge by our installer(s). The result is zero out-of-pocket costs to our customers on all warranted BCI Burke products. It is BCI Burke's and Child's Play's commitment to higher quality products that make this "Special Supplemental Warranty" possible.

\* See BCI Burke Warranty for further details. Child's Play reserves the right to cancel or append this warranty at any time without notice



Gary A. Leney

Date

Child's Play Representative



# SUPPLEMENTAL PLAYGROUND WARRANTY

*For Burke playgrounds installed by PlaySouth Playground Creators*

Customer Name

Project Name

In addition to BCI Burke's non-prorated Generations Warranty, PlaySouth Playground Creators will at no additional cost to you, perform *free replacement* of any part failure covered by Burke's warranty! After our receipt of the replacement parts from Burke, these warranty repairs are performed by factory trained and industry certified personnel to assure you that your playground will continue to provide fun, safe and durable play for years to come!

*This zero-cost warranty provides you with the absolute lowest cost of ownership!*

*\*See BCI Burke's Generations Warranty for complete details.*

for PlaySouth Playground Creators

Date

**Play**  
**South**  
**PLAYGROUND CREATORS**

**Burke®**  
**PLAY THAT MOVES YOU™**



# Play It Safe Playgrounds Supplemental Warranty

on Play It Safe Playgrounds Installed Burke Playgrounds

**Customer Name**  
*Project Name*

In addition to Burke's 100% non-prorated warranty, Play It Safe Playgrounds offers the value added service of **100% FREE** replacement costs on all warranted BCI Burke products, installed by Play It Safe Playgrounds throughout the duration of the warranty period. The warranted items are shipped directly to Play It Safe Playgrounds and are installed **FREE OF CHARGE** by our qualified installer(s). The result is zero out-of-pocket costs to our customers on all warranted BCI Burke products. BCI Burke and Play It Safe Playgrounds commitment to higher quality products makes this "Special Supplemental Warranty" possible.

*\*See BCI Burke Warranty for further details.*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Play It Safe Playgrounds Representative*





## WARRANTY

- The original manufacturer's warranty shall be given priority over any expressed or written warranty by PlayQuest Recreation. This shall apply to playground equipment, spraypark equipment, park furniture, outdoor fitness equipment, and playground surfacing. Please refer to the warranty information provided for each specific manufacturer (included in proposal documents).
- PlayQuest Recreation warrants against defects in installation workmanship for a period of One-Year. The warranty period begins upon construction completion.
- All warranties commence on the date of installation completion. The One-Year Warranty applies only to the original owner.
- The Warranties are valid only if the structures have been subjected to normal use for the purpose for which the structure was designed and have not been subject to misuse, negligence, vandalism or accident; have not been subjected to the addition or alteration or substitution of unauthorized components; and have not been altered, modified or repaired by persons other than of PlayQuest Recreation in any respect which, in the judgment of PlayQuest Recreation, affects the condition of the structure or component. PlayQuest Recreation reserves the right to inspect any component claimed to be faulty to ensure defects are due to workmanship and/or materials, and not due to other factors. Defects due to accident, negligence, alteration, abuse, misuse and/or incorrect installation are not covered under the above warranties.
- This warranty does not cover damage due to environmental and site conditions including, but not limited to, settling concrete, liquefaction, subsidence, and soil erosion. This warranty does not cover damage due to acts of god including, but not limited to, hurricane, tornado, flood, riot, and fire

PlayQuest Recreation  
8440 45 Street  
Edmonton, AB T6B 2N6  
Tel: 1-855-980-8118

**BURKE TURF™**  
**10 YEAR LIMITED WARRANTY AGAINST FAILURE**  
**DUE TO EXPOSURE TO SUNLIGHT (PE)**  
(PE Monofilament, XP, LSR)

**Installation**

BCI Burke warrants the installation for a period of ONE (1) year from the date of synthetic turf installation. This installation warranty only applies to installations done by approved installers contracted by BCI Burke Company LLC and does not apply to self-installation or installations done by other contractors. This warranty includes the turf base if installed by BCI Burke. If Sub-Base issues occur such as: sink holes, not properly filled fence post holes or playground poles, sprinkler systems, this is the sole responsibility of the owner.

**Product**

BCI Burke warrants that for TEN (10) years from the date of synthetic turf installation, the turf, when installed and maintained as recommended by the yarn & turf manufacturer, will retain at least 50% of its pile fiber. If any area or portion of the turf substantially changes, as distinguished from a change in texture, or if pile heights decrease 50% or more within ten years after its initial installation, BCI Burke will have all such areas or portions replaced with new turf of equivalent quality, excluding installation costs. BCI Burke also warrants that at the time of the initial turf installation, the synthetic turf will be free of manufacturing defects. Slight color changes will occur over the lifetime of this turf / carpet and is not considered an issue or basis for claim. All labor cost involved with the removal of the affected turf / carpet and reinstallation of the replacement carpet will be the responsibility of the purchaser.

**Subject to the following limitations:**

General provisions of this limited warranty apply only to the wear of the turf with regard to ultraviolet degradation, and do not apply to damage incurred during installation, improper underlay, pile crushing, willful or negligent abuses, or damage by machinery or equipment, nor does it apply when the turf is not professionally installed by an approved installer. This limited warranty does not apply to installations on stairways or other uneven surfaces, nor does it apply to turf which has not been properly maintained.

The expressed limited warranty excludes all implied warranties, and said manufacturer shall in no event be liable for a breach of warranty in any amount exceeding the mill invoice price of the turf.

If dissatisfied, the owner must submit notice of all claims under this warranty to BCI Burke Company LLC within ten (10) years from the date of turf installation.

**Limitations on Liability**

In no event shall BCI Burke Company LLC be liable, whether on contract or in tort or under any other legal theory, for lost profits or revenues, loss of use or similar economic loss, or for indirect special, incidental, consequential, punitive or similar damages arising out of or in connection with the use, condition, possession, performance, maintenance, non-delivery or late delivery of the products, even if BCI Burke Company LLC has been advised of the possibility of such damages.



BCI Burke Company LLC shall not be responsible for any costs or expenses incurred by Purchaser or others with respect to any tests, inspections, or consultations conducted by Purchaser or others. Claims must be submitted within 30 days after discovery of the alleged defect. Purchaser must promptly inspect all products upon delivery. Anything herein to the contrary notwithstanding, to the extent that any defects, shortages, or non-conformities in the products are discoverable by inspection upon delivery of the products, all obligations of BCI Burke Company LLC to purchaser with respect to such defects, shortages, and non-conformities shall be deemed satisfied, and all products shall be deemed to be free of such defects, shortages, and non-conformities, unless Purchaser notifies BCI Burke Company LLC of such defects, shortages, or non-conformities in writing within 30 days after the date of delivery.

**Warranty Exclusions:** The above stated warranties do not cover: “cosmetic” defects, wear and tear from normal use, damage due to incorrect installation, vandalism, misuse, accident, unauthorized repair or modification, abnormal use, lack of maintenance, or other cause not within Burke’s control such as, but not limited to, the use and failure of materials (turf, infill, padding, tape and glue) that were not purchased directly from BCI Burke Company, LLC; and

This warranty does not apply (1) if the product is used for any application other than sports fields, courts, greens, or landscaping & play areas, (2) to any damage caused during or on account of improper installation or repairs, (3) to the extent that any defect or damage is caused by:

- a. Burns, cuts, accidents, vandalism, abuse, negligence, or neglect
- b. Improper design or failure of the sub-base of the sports field, green, court, or landscape
- c. Improper drainage of the sub-base – which is the local contractors job and is never the responsibility of BCI Burke Company LLC
- d. Wear or abrasion caused by inadequate sub-base
- e. Wear or abrasion under swing sets, slides, and other high friction play equipment
- f. Wear due to lack of infill/no infill
- g. Movement of product due to lack of infill
- h. Use of infill products of an incorrect grade
- i. Failure to maintain infill products at the correct level (per FIFA accredited test institutes)
- j. Use of inappropriate footwear or sports equipment
- k. The playing surface being used other than for the purpose for which it was designed and installed
- l. Use of chemicals, herbicides, pesticides
- m. Use of improper cleaning methods
- n. Migrating animals
- o. Burrowing animals
- p. Any harmful chemical reaction to the product caused by infill materials
- q. Acts of God or other conditions beyond the reasonable control of BCI Burke Company LLC
- r. Post fibrillation after or during installation for purposes other than to get infill materials in place
- s. Failure to properly maintain, protect or repair the products or turf

- t. Packing, matting, or roll crush marks are inherent characteristics of turf / carpet manufactured using polypropylene/olefin and nylon fibers.
- u. Damage that occurs during the shipping/transportation process. All shipping claims must be filed against the truck line in question.
- v. Damage caused by reflection (melting) or other flammable materials

All synthetic turf is subject to normal wear and tear. Normal wear and tear is not a manufacturing defect and is not covered by this warranty.

### **Remedy**

If a product fails to perform as warranted during the warranty period, BCI Burke Company, LLC will provide replacement product, F.O.B. Mill, for the product determined by BCI Burke Company, LLC or a BCI Burke Company, LLC representative not to comply with the stated warranty, allowing the purchase price for the replacement. Purchaser shall be responsible for paying the portion of the purchase price for the replacement product not allowed by BCI Burke Company, LLC. BCI Burke Company, LLC shall not be responsible for removal of the defective turf or installation of the new.

**Limitation of Remedies:** Burke is not liable for consequential or incidental damages, including but not limited to labor costs or lost profits resulting from the use of or inability to use the products or from the products being incorporated in or becoming a component of any other product. If, after a reasonable number of repeated efforts, Burke is unable to repair or replace a defective or nonconforming product, Burke shall have the option to accept return of the product, or part thereof, if such does not substantially impair its value, and return the purchase price as the buyer's entire and exclusive remedy. Without limiting the generality of the foregoing, Burke will not be responsible for labor costs involved in the removal of products or the installation of replacement products. Some states do not allow the exclusion of incidental damages, so the above exclusion may not apply to you.

### **Assignment**

**Purchaser may not transfer, convey, or otherwise assign all or any of its rights under this warranty without prior written consent of BCI Burke Company LLC. Any such transfer or assignment without prior written consent shall be null and void and of no force or effect.**

#### **Claims Procedure:**

Claims must be signed and submitted in writing and delivered to:

BCI Burke Company LLC  
660 Van Dyne Road  
Fond du Lac, WI 54935

Email: [burketurf@bciburke.com](mailto:burketurf@bciburke.com)

For more information regarding the warranty, call Customer Service at 1-800-356-2070.

This limited warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

I:\Warranty Documents\Burke TurfBURKE TURF Warranty 2011 rev1.doc



## Burke Tiles – 10-Year Limited Warranty

BCI Burke Company, LLC (Burke) warrants that Burke Tiles will be free from materials and manufacturing defects for a period of ten (10) years. Burke warrants that Burke Tiles comply with the requirements of the ASTM F1292-09 Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment.

### Warranty Coverage

- Burke warrants that Burke Tiles have been tested and comply with ASTM F1292-09 Fall Height Performance Specifications and will maintain fall height performance for a period of ten (10) years from date of shipment.
- Burke warrants that the Burke Tiles will be free from materials and manufacturing defects.

### Warranty Duration

Burke warrants Burke Tiles on a limited basis for a period ten (10) years from the date of shipment, prorated as outlined in the warranty schedule below:

Number of Years from the Original Date of Shipment	Percentage of Material Purchase Price Burke is Responsible for
0-6	100%
More than 6, but less than 7	60%
More than 7, but less than 8	40%
More than 8, but less than 9	30%
More than 9, but less than 10	20%

Any segment of Burke Tiles deemed defective that meets the warranty criteria will be replaced in conjunction with the warranty schedule above.

### Limitations on Liability

In no event shall Burke be liable, whether on contract or in tort or under any other legal theory, for lost profits or revenues, loss of use or similar economic loss, or for indirect special, incidental, consequential, punitive or similar damages arising out of or in connection with the use, condition, possession, performance, maintenance, non-delivery or late delivery of the products, even if Burke has been advised of the possibility of such damages. In no event shall Burke be liable for a breach of warranty in any amount exceeding the invoice price of the Burke Tiles.

Burke shall not be responsible for any costs or expenses incurred by Purchaser or others with respect to any tests, inspections, or consultations conducted by Purchaser or others. Claims must be submitted within 30 days after discovery of the alleged defect. Purchaser must promptly inspect all products upon delivery. Anything herein to the contrary notwithstanding, to the extent that any defects, shortages, or non-conformities in the products are discoverable by inspection upon delivery of the products, all obligations of Burke to purchaser with respect to such defects, shortages, and non-conformities shall be deemed satisfied, and all products shall be deemed to be free of such defects, shortages, and non-conformities, unless Purchaser notifies BCI Burke Company LLC of such defects, shortages, or non-conformities in writing within 30 days after the date of delivery.

**THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ANY OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IF THE FOREGOING DISCLAIMER OF ADDITIONAL WARRANTIES IS NOT GIVEN FULL FORCE AND EFFECT, ANY RESULTING ADDITIONAL WARRANTY SHALL BE LIMITED IN DURATION TO THE EXPRESS WARRANTIES AND BE OTHERWISE SUBJECT TO AND LIMITED BY THE TERMS OF BURKE'S PRODUCT WARRANTY. SOME STATES DO NOT ALLOW THE EXCLUSION OF CERTAIN IMPLIED WARRANTIES, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.**

### Warranty Exclusions

The above stated warranty does not cover product failure caused by:

- Wear and tear from normal use
- Color change caused by exposure to UV and/or normal abrasion from pedestrian traffic
- Improper installation

- Failure to properly maintain or repair the product
- Product being installed on top of a poorly prepared or designed subsurface
- Improper drainage of the sub-base
- Improper application of adhesive
- Use of adhesive not purchased directly from Burke
- Acts of negligence, abuse, accidents, and misuse including but not limited to: burns, cuts, vandalism, civil disobedience, etc.
- Contact from acids, caustic materials, petroleum chemicals or other improper cleaning materials
- The play surface being used other than for the purpose for which it was designed and installed
- Wear or abrasion under swing sets, slides, and other high friction play equipment
- Extreme or concentrated forces, including but not limited to high heels, chair supports, etc.
- Alterations or modifications made to Burke Tiles without prior authorization from Burke
- Use of inappropriate footwear
- Acts of God or other conditions beyond the reasonable control Burke

### **Warranty Remedies**

If a product fails under normal conditions to perform as warranted during the warranty period, Burke will provide replacement product per the schedule outlined above, F.O.B. manufacturing facility, for the product determined by Burke not to comply with the stated warranty. Burke shall not be responsible for costs related to the removal or installation of defective tiles.

In the event a legitimate warranty claim is identified, it is the responsibility of the management of the facility to secure the site and prevent its use until repairs are made and the site is returned to compliance. Burke will not be liable for any injuries, incidents or damages that occur on a warranty claim site prior to the site being remedied.

### **Limitation of Remedies**

Burke is not liable for consequential or incidental damages, including but not limited to labor costs or lost profits resulting from the use of or inability to use the products or from the products being incorporated in or becoming a component of any other product. If, after a reasonable number of repeated efforts, Burke is unable to repair or replace a defective or nonconforming product, Burke shall have the option to accept return of the product, or part thereof, if such does not substantially impair its value, and return the purchase price as the buyer's entire and exclusive remedy. Without limiting the generality of the foregoing, Burke will not be responsible for labor costs involved in the removal of products or the installation of replacement products. Some states do not allow the exclusion of incidental damages, so the above exclusion may not apply to you.

### **Assignment**

Purchaser may not transfer, convey, or otherwise assign all or any of its rights under this warranty without prior written consent of Burke. Any such transfer or assignment without prior written consent shall be null and void and of no force or effect.

Claims must be signed and submitted with the following information; a description of the claimed defect and the date the defect was discovered, photographic images of the claimed defect, the date of the original installation, the Burke order number, your name, address and phone number. The Seller will provide notification of any additional information and physical evidence that may be required to process your claim.

Submit the claim to:

**BCI Burke Company LLC**  
**660 Van Dyne Road**  
**Fond du Lac, WI 54935**

**Email: [burketiles@bciburke.com](mailto:burketiles@bciburke.com)**

For more information regarding the warranty, call Customer Service at 920-921-9220 or 1-800-356-2070.



# *Certificate of Registration*

This certifies that the Quality Management System of

## **BCI Burke Company, LLC**

660 Van Dyne Road  
Fond du Lac, Wisconsin, 54936, United States

has been assessed by NSF-ISR and found to be in conformance to the following standard(s):


## **ISO 9001:2008**

### **Scope of Registration:**

Design and Manufacture of Playground, Park and Recreation Equipment with the Design, Manufacture and Distribution of Specialized Parts.



Certificate Number: C0130541-1S4  
Certificate Issue Date: 26-OCT-2015  
Registration Date: 25-FEB-2016  
Expiration Date \*: 14-SEP-2018

  
Carl Blazik,  
Director, Technical  
Operations & Business Units,  
NSF-ISR, Ltd.

### **NSF International Strategic Registrations**

789 North Dixboro Road, Ann Arbor, Michigan 48105 | (888) NSF-9000 | [www.nsf-ISR.org](http://www.nsf-ISR.org)





# *Certificate of Registration*

This certifies that the Environmental Management System of

## **BCI Burke Company, LLC**

660 Van Dyne Road  
Fond du Lac, Wisconsin, 54936, United States

has been assessed by NSF-ISR and found to be in conformance to the following standard(s):

### **ISO 14001:2004**

#### **Scope of Registration:**

Design and Manufacture of Playground, Park and Recreation Equipment with the Design, Manufacture and Distribution of Specialized Parts.



Certificate Number: C0130541-EM3  
Certificate Issue Date: 16-OCT-2014  
Registration Date: 29-NOV-2014  
Expiration Date \*: 28-NOV-2017

Carl Blazik,  
Director, Technical  
Operations & Business Units,  
NSF-ISR, Ltd.

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**NSF International Strategic Registrations**

789 North Dixboro Road, Ann Arbor, Michigan 48105 | (888) NSF-9000 | [www.nsf-isr.org](http://www.nsf-isr.org)



**ANNEX PAGE FOR CERTIFICATE REGISTRATION NUMBER**

**C0130541-EM3**

**CERTIFICATE ISSUE DATE: 16-OCT-2014**

**CERTIFICATE EXPIRATION DATE: 28-NOV-2017**

BCI Burke Company, LLC

660 Van Dyne Road

Fond du Lac, Wisconsin, 54936, United States

**Remote Location:**

BCI Burke Company, LLC

225 W. McWilliams Street

Fond du Lac, Wisconsin, 54936, United States

**Scope:**

Warehouse

**NSF International Strategic Registrations**

789 North Dixboro Road, Ann Arbor, Michigan 48105 | (888) NSF-9000 | [www.nsf-isr.org](http://www.nsf-isr.org)

**This Annex is only Valid in connection with the above-mentioned certificate issued by NSF-ISR**



7145 West Tidwell Road ~ Houston, Texas 77092  
(713) 462-7708  
[www.esc4.net](http://www.esc4.net)

Publication Date: February 1, 2017

## **ADDENDUM NO. 1**

### **NOTICE TO OFFEROR**

**SUBMITTAL DEADLINE: Wednesday, March 15, 2017 @ 2:00 PM CT**

Questions regarding this solicitation must be submitted in writing to Jason Wickel, Cooperative Purchasing Coordinator at [questions@esc4.net](mailto:questions@esc4.net) or (713) 744-8189 no later than *February 23, 2017 at 5pm CT*. All questions and answers will be posted to both [www.esc4.net](http://www.esc4.net) and [www.nationalipa.org](http://www.nationalipa.org) under [Solicitations](#). Offerors are responsible for viewing either website to review all questions and answers prior to submitting proposals. Please note that oral communications concerning this RFP shall not be binding and shall in no way excuse the responsive Offeror of the obligations set forth in this proposal.

**Request for Proposal (RFP)**  
**by**

**Region 4 Education Service Center ("ESC")**

**for**

**Playground Systems, Installation, Service and Related Items**

**On behalf of itself, other government agencies and non-profits, made available  
through The Cooperative Purchasing Network "TCPN."**

**Solicitation Number 17-03**



**This Addendum No. 1 amends the Request for Proposals (RFP) for Playground Systems, Installation, Service and Related Items 17-03 (Addendum). To the extent of any discrepancy between the original RFP and this Addendum, this Addendum shall prevail.**

**This Addendum No. 1 is hereby issued to correct the submittal deadline date on the RFP document. The submittal deadline is Wednesday, March 15, 2017 @ 2:00 PM CT.**

**Note: Envelopes must be sealed, prominently marked with the RFP solicitation number, RFP title, RFP opening time/date and name of vendor. Electronic submissions of the RFP will not be accepted. Submissions must be received by the Region 4 ESC office at: 7145 West Tidwell Road, Houston, TX 77092 no later than 2:00 pm CT, at which time the bid opening process shall commence. Proposals will be collected in a conference room to be determined by Region 4 ESC and opened and recorded publicly. Any proposal received later than the specified time, whether delivered in person, courier or mailed, shall be disqualified.**

## **VENDOR CONTRACT SIGNATURE FORM**

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Offeror and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

Email address \_\_\_\_\_

Printed name \_\_\_\_\_

Position with company \_\_\_\_\_

Authorized signature \_\_\_\_\_

**Accepted by The Cooperative Purchasing Network:**

**Acknowledgement of Addendum Number(s):** \_\_\_\_\_

**Term of contract** \_\_\_\_\_ **to** \_\_\_\_\_

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 4 ESC and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a contract whether renewed or not.

\_\_\_\_\_  
Region 4 ESC Authorized Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Region 4 ESC Authorized Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**TCPN Contract Number** \_\_\_\_\_



7145 West Tidwell Road ~ Houston, Texas 77092  
(713) 462-7708  
[www.esc4.net](http://www.esc4.net)

Publication Date: February 1, 2017

## NOTICE TO OFFEROR

**SUBMITTAL DEADLINE: Tuesday March 15, 2017 @ 2:00 PM CT**

Questions regarding this solicitation must be submitted in writing to Jason Wickel, Cooperative Purchasing Coordinator at [questions@esc4.net](mailto:questions@esc4.net) or (713) 744-8189 no later than *February 23, 2017 at 5pm CT*. All questions and answers will be posted to both [www.esc4.net](http://www.esc4.net) and [www.nationalipa.org](http://www.nationalipa.org) under [Solicitations](#). Offerors are responsible for viewing either website to review all questions and answers prior to submitting proposals. Please note that oral communications concerning this RFP shall not be binding and shall in no way excuse the responsive Offeror of the obligations set forth in this proposal.

Request for Proposal (RFP)  
by

Region 4 Education Service Center ("ESC")

for

Playground Systems, Installation, Service and Related Items

On behalf of itself, other government agencies and non-profits, made  
available through The Cooperative Purchasing Network "TCPN."

Solicitation Number 17-03

Note: Envelopes must be sealed, prominently marked with the RFP solicitation number, RFP title, RFP opening time/date and name of vendor. Electronic submissions of the RFP will not be accepted. **Submissions must be received by the Region 4 ESC office at: 7145 West Tidwell Road, Houston, TX 77092 no later than 2:00 pm CT, at which time the bid opening process shall commence. Proposals will be collected in a conference room to be determined by Region 4 ESC and opened and recorded publicly. Any proposal received later than the specified time, whether delivered in person, courier or mailed, shall be disqualified.**



## **ATTENTION OFFERORS:**

**Submission of a proposal confers NO RIGHT on an Offeror to an award or to a subsequent contract. Region 4 ESC, in its sole discretion and for any reason or no reason, reserves the rights to reject any or all proposals, accept only a part of any proposal, accept the proposal deemed most advantageous to Region 4 ESC, and waive any technicalities. The issuance of this RFP does not obligate Region 4 ESC to make an award or negotiate or execute a contract. Region 4 ESC reserves the right to amend the terms and provisions of the RFP, negotiate with a proposer, add, delete, or modify the contract and/or the terms of any proposal submitted, extend the deadline for submission of proposals, ask for best and final offers, or withdraw the RFP entirely for any reason solely at Region 4 ESC's discretion. An individual proposal may be rejected if it fails to meet any requirement of this RFP. Region 4 ESC may seek clarification from a proposer at any time, and failure to respond within a reasonable time frame is cause for rejection of a proposal.**

**Please be advised that all information and documents submitted will be subject to the Public Information Act requirements governed by the State of Texas.**

Because contracts are awarded by a governmental entity, all responses submitted are subject to release as public information after contracts are executed. If an Offeror believes that its response, or parts of its response, may be exempted from disclosure, the Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the Offeror must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s). Offeror must provide this information on the "Acknowledgement and Acceptance to Region 4 ESC's Open Record Policy" form found on the next page of this solicitation. Any information that is unmarked will be considered public information and released, if requested under the Public Information Act.

The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 4 Education Service Center ("ESC") must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the Offeror are not acceptable. Region 4 ESC must comply with the opinions of the OAG. Region 4 ESC assumes no responsibility for asserting legal arguments on behalf of any Offeror. Offerors are advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

After completion of award, these documents will be available for public inspection.

**ACKNOWLEDGMENT AND ACCEPTANCE**  
**OF REGION 4 ESC's OPEN RECORDS POLICY**

*Signature below certifies complete acceptance of Region 4 ESC's Open Records Policy, except as noted below (additional pages may be attached, if necessary).*

**Check one of the following responses to the Acknowledgment and Acceptance of Region 4 ESC's Open Records Policy below:**

- ☐ We acknowledge Region 4 ESC's Open Records Policy and declare that no information submitted with this proposal, or any part of our proposal, is exempt from disclosure under the Public Information Act.

*(Note: All information believed to be a trade secret or proprietary must be listed below. It is further understood that failure to identify such information, in strict accordance with the instructions below, will result in that information being considered public information and released, if requested under the Public Information Act.)*

- ☐ We declare the following information to be a trade secret or proprietary and exempt from disclosure under the Public Information Act.

*(Note: Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, Offeror must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s).*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature & Title



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## **A. INTRODUCTION**

### **I. Background on Region 4 Education Service Center**

Region 4 Education Service Center ("Region 4 ESC" herein "Lead Public Agency") on behalf of itself and all state, local governments, school districts, and higher education institutions in the United States of America, and other government agencies and non-profit organizations (herein "Participating Agencies") solicits proposals from qualified Offerors to enter into a Vendor Contract ("contract") for the goods or services solicited in this proposal.

Contracts are approved and awarded by a single governmental entity, Region 4 ESC, and are only available for use and benefit of all entities complying with state procurement laws and regulations (public and private schools, colleges and universities, cities, counties, non-profits, and all governmental entities). These types of contracts are commonly referred to as being "piggybackable".

Region 4 ESC's purchasing cooperative was established in 1997 as a means to increase their economic and operational efficiency. The purchasing cooperative has since evolved into a National Cooperative used to assist other government and public entities increase their economical and operational efficiency when procuring goods and services.

### **II. What is the role of The Cooperative Purchasing Network ("TCPN")**

The Cooperative Purchasing Network ("TCPN") assists Region 4 ESC in helping other public agencies and non-profits reap the benefits of national leveraged pricing, with no cost to the member. TCPN leverages one of the largest pools of purchasing potential. This is accomplished by competitively soliciting proposals and awarding contracts for commonly purchased products and services. Through the TCPN solicitation process, Region 4 ESC awards contracts covering Facilities, Furniture, Office Supplies & Equipment, Security Systems, and Technology and other goods and services industries.

### **III. Purpose of TCPN**

- Provide governmental and public entities opportunities for greater efficiency and economy in procuring goods and services.
- Take advantage of state-of-the-art purchasing procedures to ensure the most competitive contracts.
- Provide competitive price and bulk purchasing for multiple government or public entities that yields economic benefits unobtainable by the individual entity.
- Provide quick and efficient delivery of goods and services.
- Equalize purchasing power for smaller agencies that are unable to command the best contracts for themselves.
- Help in assisting with use of best business practices.

### **IV. Customer Service**

- TCPN is dedicated to making our contracts successful for both our members and our awarded vendors.
- TCPN is committed to providing our members and awarded vendors with high quality service.
- TCPN has dedicated staff available to answer questions, offer guidance and help in any way possible.

## B. SCOPE

It is the intention of Region 4 ESC to establish a contract with vendor(s) for Playground Systems, Installation, Service and Related Items. Awarded vendor(s) shall perform covered services under the terms of this agreement. Offerors shall provide pricing based on a discount from a manufacturer's price list or catalog, or fixed price, or a combination of both with indefinite quantities. Electronic Catalog and/or price lists must accompany the proposal. Include an electronic copy of the catalog from which discount, or fixed price, is calculated. Multiple percentage discount structure is also acceptable. Please specify where different percentage discounts apply. Additional pricing and/or discounts may be included. If Offeror has existing cooperative contracts in place, Offeror is requested to submit pricing equal or better than those in place.

Each service proposed is to be priced separately with all ineligible items identified. Services may be awarded to multiple vendors. Offerors may elect to limit their proposals to a single service within any category, or multiple services within any or all categories

Region 4 ESC is seeking a service provider that has the depth, breadth and quality of resources necessary to complete all phases of this contract. In addition, TCPN also requests any value add commodity or service that could be provided under this contract.

While this solicitation specifically covers Playground Systems, Installation, Service and Related Items. Offerors are encouraged to submit an offering on any and all products or services available that they currently perform in their normal course of business.

## C. KEY DEFINITIONS

**Days:** means calendar days.

**Lead agency:** means the government entity advertising, soliciting, evaluating and awarding the contract. This definition also includes a public agency that meets the definition of a political subdivision, including a county, city, school district, state, public higher education or special district.

**Lowest Pricing Available:** means the overall lowest not-to-exceed price available for the specified goods or services at the time the vendor submits their proposal.

**Procurement:** means buying, purchasing, renting, leasing or otherwise acquiring any materials, services or construction. Procurement also includes all functions that pertain to the obtaining of any material, service, or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract and all phases of contract administration.

**Responsive Offeror:** means a person, company, firm, corporation, partnership or other organization who submits a proposal which conforms in all material respects to the invitation for bids or request for proposals.

**Solicitation:** means an invitation for bids, a request for technical offers, a request for proposals, a request for quotations or any other invitation or request by which we invite a person to participate in a procurement.

**Specifications:** means any description of physical or functional characteristics, or of the nature of a material, service or construction of item. Specifications may include a description or any requirement for inspecting, testing or preparing a material, service or construction item for delivery.

**Vendor:** means any provider or seller of goods and/or services that has a contractual relationship with Region 4 or TCPN.



## D. GENERAL TERMS AND INSTRUCTIONS TO OFFERORS

- I. **Submission of Response:** Unless otherwise specified in the solicitation, all submitted proposals must contain two (2) bound and signed original copies of the solicitation, and two (2) electronic copies on flash drives shall be provided. Please see format requirements below. **Vendor must also submit two (2) electronic proposals free of propriety information to be posted on Vendor information page if awarded a contract.**

Only sealed responses will be accepted. Faxed or electronically transmitted responses will not be accepted. Sealed responses may be submitted on any or all items, unless stated otherwise. Proposal may be rejected for failure to comply with the requirements set forth in this proposal.

Deviations from any terms, conditions and/or specifications must be conspicuously noted in writing by the Offeror and shall be included with the response. (See Appendix D).

- II. **Proposal Format:** Responses must be provided in a three-ring binder or report cover using 8.5 x 11 paper clearly identified with the name of the Offeror's company and the solicitation name and number on both the outside front cover and vertical spine. All forms are to be completed electronically.

Tabs should be used to separate the proposal into sections. Each tabulated section should contain both the section of the RFP referenced and the Offeror's response to that section. The following items identified must be included behind the tabs listed below. Offerors failing to organize in the manner listed may be considered non-responsive and may not be evaluated.

III. **Binder Tabs:**

- Tab 1 – Entire Vendor Contract and Signature Form (pgs. 1-15, Appendix A)
  - General Terms and Conditions Acceptance Form (Appendix D)
- Tab 2 – Questionnaire (Appendix E)
- Tab 3 – Company Profile (Appendix F, excluding References section)
- Tab 4 – Product / Services (Appendix B)
- Tab 5 – References (Appendix F)
- Tab 6 – Pricing (Appendix C)
- Tab 7 – Value Add (Appendix G)
- Tab 8 – Required Documents
  - Additional Required Documents (Appendix H)
  - Acknowledgement & Acceptance of Region 4 ESC Open Records Policy (Page 4).

- IV. **Mailing of Proposals:** All bids and proposals submitted in response to the solicitation must be clearly identified as listed below with the solicitation number, title, name and address of the company responding. All packages must be clearly identified as listed below, sealed and delivered to the Region 4 ESC office no later than the submittal deadline assigned for this solicitation.

From \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Solicitation Name and Number \_\_\_\_\_ Due Date and Time \_\_\_\_\_

- V. **Time for Receiving Proposals:** Proposals received prior to the submittal deadline will be time-stamped upon receipt and kept secure and unopened. At the submittal deadline, Region 4 will begin the process of opening all bids publicly by collecting all proposals received before the deadline in the room designated for the bid opening. No proposals received after the submittal time and deadline will be considered. Late proposals will be returned to sender unopened.

**VI. Inquiries and/or Discrepancies:** Questions regarding this solicitation must be submitted in writing to Jason Wickel, Cooperative Purchasing Coordinator at [questions@esc4.net](mailto:questions@esc4.net) or (713) 744-8189 no later than *February 23, 2017*. All questions and answers will be posted to both [www.esc4.net](http://www.esc4.net) and [www.nationalipa.org](http://www.nationalipa.org) under Solicitations. Offerors are responsible for viewing either website to review all questions and answers prior to submitting proposals. Please note that oral communications concerning this RFP shall not be binding and shall in no way excuse the responsive Offeror of the obligations set forth in this proposal.

**VII. Restricted and Prohibited Communications with Region 4 ESC:** During the period between the date Region 4 ESC issues this RFP and the selection of the vendor who is awarded a contract by Region 4 ESC, if any, Offerors shall restrict all contact with Region 4 ESC and direct all questions regarding this RFP, including questions regarding terms and conditions, only to the individual identified above in Section "Inquiries and/or Discrepancies" in the specified manner. **Do not contact members of the Board of Directors, other employees of Region 4 ESC or any of Region 4 ESC's agents or administrators. Contact with any of these prohibited individuals after issuance of this RFP and before selection is made, may result in disqualification of the Offeror.**

The communications prohibition shall terminate when the contract is recommended by the administration, considered by the Board of Directors at a noticed public meeting, and a contract has been awarded. In the event the Board of Directors refers the recommendation back to staff for reconsideration, the communications prohibition shall be re-imposed. Additionally, during the time period between the award by the Board of Directors and the execution of the contract, Offerors shall not engage in any prohibited communications as described in this section.

Prohibited communications includes direct contact, discussion, or promotion of any Offeror's response with any member of Region 4 ESC's Board of Directors or employees except for communications with Region 4 ESC's designated representative as set forth in this RFP and only in the course of inquiries, briefings, interviews, or presentations. This prohibition is intended to create a level playing field for all potential Offerors, assure that decisions are made in public, and to protect the integrity of the RFP process. Except as provided in the above stated exceptions, the following communications regarding a particular invitation for bids, requests for proposal, requests for qualifications, or other solicitation are prohibited:

- Communications between a potential vendor, service provider, bidder, offeror, lobbyist or consultant and any member of Region 4 ESC's Board of Directors;
- Communications between any director and any member of a selection or evaluation committee; and
- Communications between any director and administrator or employee.

The communications prohibition shall not apply to the following:

- Communications with Region 4 ESC's purchasing agent specifically named and authorized to conduct and receive such communications under this RFP or upon the request of Region 4 ESC, with Region 4 ESC's legal counsel; and
- Presentations made to the Board of Directors during any duly noticed public meeting.

Nothing contained herein shall prohibit any person or entity from publicly addressing Region 4 ESC's Board of Directors during any duly noticed public meeting, in accordance with applicable Board policies, on a matter other than this RFP or in connection with a presentation requested by Region 4 ESC's representatives.

**VIII. Calendar of Events (subject to change):**

**Event**

Issue RFP  
Pre-proposal Conference  
Deadline for receipt of questions via email  
Issue Addendum/a (if required)  
Proposal Due Date  
Approval from Region 4 ESC  
Contract Effective Date

**Date:**

February 1, 2017  
N/A  
February 23, 2017  
To Be Determined  
March 15, 2017  
April 2017  
May 1, 2017

**CONDITIONS OF SUBMITTING PROPOSALS**

**IX. Amendment of Proposal:** A proposal may be amended up to the time of opening by submitting a sealed letter to the location indicated on the front page of this solicitation.

**X. Withdrawal of Proposals:** Withdrawal of proposals prior to the opening date will be permitted. Withdrawal of response will not be allowed for a period of 120 days following the opening. Pricing will remain firm for 120 days from submittal. However, consideration may be given in cases where Offeror advises that it made a clerical error that is substantially lower than it intended. In such case, Offeror must provide written notice of their desire to withdraw, along with supporting documents, within 3 business days of receiving the acceptance letter or of being requested by Region 4 ESC for clarification of the proposal, whichever is later. Any contracts entered into prior to Region 4 ESC receiving notice must be honored.

No Offeror should assume that their withdrawal request has been accepted unless, and until, they receive written acknowledgment and acceptance of their proposal withdrawal.

**XI. Clarifications:** Offeror may receive a written request to clarify, in writing, its proposal in order to determine whether a proposal should be considered for award. The process of clarification is not an opportunity for an Offeror to revise or modify its proposal, and any response by an Offeror to a written request for clarification that attempts to revise or modify its proposal shall be given no effect. The purpose of the request for clarification will be solely made for the purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the proposal, which may be corrected or waived in the leading agency's sole discretion.

**XII. Non-Responsive Proposals:** All proposals will be reviewed for responsiveness to the material requirements of the solicitation. A proposal that is not materially responsive shall not be eligible for further consideration for award of the contract, and the Offeror shall receive notice of the rejection of its proposal.

**XIII. Negotiations:** Region 4 ESC shall determine which responsive proposals are in the competitive range and/or are reasonably susceptible of being selected for award. Proposals not in the competitive range may not be further evaluated. Proposals in the competitive range shall be evaluated on the basis of price and the other evaluation criteria set forth in the solicitation. In the event that Region 4 ESC decides to conduct negotiations, notice shall be provided to each Offeror whose proposal is being considered for award, which notice may identify, in general terms, the elements or factors upon which Region 4 ESC intends to base its negotiations. Offerors will not be assisted, in any way, to bring their proposal up to the level of other proposals through discussions. During the course of negotiations, no Offeror's technical proposal or pricing shall be revealed to any other Offeror or to any other person who is not involved with the evaluation process. Region 4 ESC will also not indicate to Offeror a cost or price that it must meet to either obtain further consideration nor will it provide any information about other Offerors' proposals or prices.



**XIV. Best and Final Offer:** Region 4 ESC, in its sole discretion, may request all Offerors in the competitive range to submit a Best and Final Offer. Offerors must submit their Best and Final Offers in writing. If an Offeror does not respond to the request for a Best and Final Offer, that Offeror's most recent prior offer will be considered to be its Best and Final Offer.

**XV. Specifications:** When a solicitation contains a specification that states no substitutions, no deviation from this requirement will be permitted. Offeror must comply with the true intent of the specifications and drawings and not take advantage of any unintentional error or omission. In cases where no type and kind of product is specified, specifications have been developed to indicate minimal standards as to the usage, materials, and contents based on the needs of the members.

References to manufacturer's specifications (Design Guides), when used by Region 4 ESC, are to be considered informative to give the Offeror information as to the general style, type and kind requested. Responses proposing goods, materials or equipment regularly produced by a reputable manufacturer shall be evaluated by Region 4 ESC which will, in its sole discretion, determine whether such proposed goods, materials or equipment are substantially equivalent to the Design Guides, considering quality, workmanship, economy of operation, and suitability for the purpose intended. Offerors should include all documentation required to evaluate whether or not their proposed goods, materials or equipment are substantially equivalent to the Design Guides.

**XVI. Quality of Materials or Services:** Offeror shall state the brand name and number of the materials being provided. If none is indicated then it is understood that the offeror is quoting on the exact brand name and number specified or mentioned in the solicitation.

However, unless specifically stated otherwise, comparable substitutions will be permitted in cases where the material is equal to that specified, considering quality, workmanship, economy of operation and suitability for the purpose intended.

**XVII. Samples:** Upon request, samples shall be furnished, free of cost, within seven (7) days after receiving notice of such request. By submitting the proposal Offeror certifies that all materials conform to all applicable requirements of this solicitation and of those required by law. Offeror agrees to bear the costs for laboratory testing, if results show that the sample does not comply with solicitation requirements.

Submissions may be rejected for failing to submit samples as requested.

**XVIII. Deviations and Exceptions:** Deviations or exceptions stipulated in response may result in disqualification. It is the intent of Region 4 ESC to award a manufacturer's complete line of products, when possible.

**XIX. Formation of Contract:** A response to this solicitation is an offer to contract with Region 4 ESC based upon the terms, conditions, scope of work, and specifications contained in this request. A solicitation does not become a contract until it is awarded by Region 4 ESC. A contract is formed when Region 4 ESC's board signs the Vendor Contract Signature Form. The prospective vendor must submit a signed Vendor Signature Form with the response thus, eliminating the need for a formal signing process.

**XX. Estimated Quantities:** Region 4 ESC anticipates that a substantial number of participating members will enter into contracts resulting from this solicitation based on multiple surveys and usage of other contracts that may have included similar services, however, Region 4 ESC makes no guarantee or commitment of any kind concerning quantities or usage of contracts resulting from this solicitation. The volume for this contract is estimated to be up to and in excess of \$8 million a year. This information is provided solely as an aid to contract vendors in preparing proposals only. The successful Vendor(s) discount and pricing schedule shall apply regardless of the volume of business under the contract.

**XXI. Multiple Awards:** membership includes a large number of potential entities which may utilize this contract throughout the nation. In order to assure that any ensuing contract(s) will allow Region 4 ESC

to fulfill current and future needs, Region 4 ESC reserves the right to award contract(s) to multiple vendors. The decision to award multiple contracts, award only one contract, or to make no awards rests solely with Region 4 ESC.

- XXII. Non-Exclusive:** Any contract resulting from this solicitation shall be awarded with the understanding and agreement that it is for the sole convenience and benefit of participating members. Region 4 ESC and participating entities reserve the right to obtain like goods and services from other sources.

### **AWARD PROCESS**

- XXIII. Award or Rejection of Proposals:** In accordance with applicable laws, rules, and regulations for public purchasing, award(s) will be made to the prospective vendor whose response is determined to be the most advantageous to participating agencies, price and other factors considered. Region 4 ESC reserves the right to use a "Market Basket Survey" method, based on randomly selected criteria to determine the most advantageous response. To qualify for evaluation, a proposal must have been submitted on time, and satisfy all mandatory requirements identified in this solicitation. Proposals that are materially non-responsive will be rejected and the Offeror will be provided notice of such rejection.

- XXIV. Evaluation Process:** In evaluating the responses the following predetermined criteria is considered:

#### **Products/Pricing (40 Points)**

1. Scope and breadth of products available
2. All products and services available
3. Pricing for all available products and services
4. Pricing for warranties on all products and services
5. Ability of Customers to verify that they received contract pricing
6. Payment methods
7. Other factors relevant to this section as submitted by the proposer

#### **Performance Capability (25 Points)**

1. Ability to deliver products and services nationally
2. Response to emergency orders
3. Average Fill Rate
4. Average on time delivery rate
5. Shipping charges
6. Return and restocking policy and applicable fees
7. History of meeting the shipping and delivery timelines
8. Ability to meet service and warranty needs of members
9. Customer service/problem resolution
10. Invoicing process
11. Contract implementation/Customer transition
12. Financial condition of vendor
13. Website ease of use, availability, and capabilities related to ordering, returns and reporting
14. Offeror's safety record
15. Instructional materials
16. Other factors relevant to this section as submitted by the proposer

#### **Qualification and Experience (25 Points)**

1. Offeror's reputation in the marketplace
2. Reputation of products and services in the marketplace
3. Past relationship with Region 4 ESC and/or TCPN members
4. Experience and qualification of key employees

5. Location and number of sales persons who will work on this contract
6. Past experience working with the government sector
7. Exhibited understanding of cooperative purchasing
8. Past litigation, bankruptcy, reorganization, state investigations of entity or current officers and directors
9. Minimum of 10 customer references relating to the products and services within this RFP
10. Other factors relevant to this section as submitted by the proposer

**Value Add (10 Points)**

1. Marketing plan and capability
2. Sales force training
3. Other factors relevant to this section as submitted by the proposer

**XXV. Competitive Range:** It may be necessary to establish a competitive range. Factors from the predetermined criteria will be used to make this determination. Responses not in the competitive range are unacceptable and do not receive further award consideration.

**XXVI. Evaluation:** A committee will review and evaluate all responses and make a recommendation for award of contract(s). The recommendation for contract awards will be based on the predetermined criteria factors outlined in this solicitation, where each factor is assigned a point value based on its importance.

**XXVII. Past Performance:** An Offeror's performance and actions under previously awarded contracts are relevant in determining whether or not the Offeror is likely to provide quality goods and services to TCPN members; including the administrative aspects of performance; the Offeror's history of reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the Offeror's businesslike concern for the interests of the customer.

### **OPEN RECORDS POLICY**

**XXVIII. Proprietary Information:** Because contracts are awarded by a governmental entity, all responses submitted are subject to release as public information after contracts are executed. If an Offeror believes that its response, or parts of its response, may be exempted from disclosure, the Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the Offeror must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s). Offeror must provide this information on the "Acknowledge and Acceptance to Region 4 ESC's Open Record Policy" form found at the beginning of this solicitation. Any information that is unmarked will be considered public information and released, if requested under the Public Information Act.

The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 4 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the Offeror are not acceptable. Region 4 ESC must comply with the opinions of the OAG. Region 4 ESC assumes no responsibility for asserting legal arguments on behalf of any Offeror. Offeror is advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

After completion of award, these documents will be available for public inspection.



## **PROTEST OF NON-AWARD**

**XXIX. Protest Procedure:** Any protest of an award or proposed award must be filed in writing within ten (10) days from the date of the official award notification and must be received by 5:00 pm CT. No protest shall lie for a claim that the selected Vendor is not a responsible Offeror. Protests shall be filed with Robert Zingelmann, Chief Financial Officer Business/Operations Services and sent to the Region 4 ESC office at: 7145 West Tidwell Road, Houston, TX 77092. Protests shall include the following:

1. Name, address and telephone number of protester
2. Original signature of protester or its representative
3. Identification of the solicitation by RFP number
4. Detailed statement of legal and factual grounds including copies of relevant documents; and the form of relief requested.
5. Any protest review and action shall be considered final with no further formalities being considered.

## **LIMITATION OF LIABILITY**

**XXX. Waiver:** BY SUBMITTING A PROPOSAL, OFFER EXPRESSLY AGREES TO WAIVE ANY CLAIM IT HAS OR MAY HAVE AGAINST BOTH THE COOPERATIVE PURCHASING NETWORK AND REGION 4 EDUCATION SERVICE CENTER, ITS DIRECTORS, OFFICERS, ITS TRUSTEES, OR AGENTS ARISING OUT OF OR IN CONNECTION WITH (1) THE ADMINISTRATION, EVALUATION, RECOMMENDATION OF ANY PROPOSAL; (2) ANY REQUIREMENTS UNDER THE SOLICITATION, PROPOSAL PACKAGE, OR RELATED DOCUMENTS; (3) THE REJECTION OF ANY PROPOSAL OR ANY PART OF ANY PROPOSAL; AND/OR (4) THE AWARD OF A CONTRACT, IF ANY.

**XXXI.** NEITHER REGION 4 ESC NOR TCPN SHALL BE RESPONSIBLE OR LIABLE FOR ANY COSTS INCURRED BY PROPOSERS OR THE SELECTED VENDOR IN CONNECTION WITH RESPONDING TO THE RFP, PREPARING FOR ORAL PRESENTATIONS, PREPARING AND SUBMITTING A PROPOSAL, ENTERING OR NEGOTIATING THE TERMS OF A CONTRACT, OR ANY OTHER EXPENSES INCURRED BY A PROPOSER. THE PROPOSER OR SELECTED VENDOR IS WHOLLY RESPONSIBLE FOR ANY SUCH COSTS AND EXPENSES AND SHALL NOT BE REIMBURSED IN ANY MANNER BY REGION 4 ESC OR TCPN.

## **APPENDIX A**

### **VENDOR CONTRACT AND SIGNATURE FORM**

*This Vendor Contract and Signature Form ("Contract") is made as of \_\_\_\_\_ 2017, by and between \_\_\_\_\_ and Region 4 Education Service Center ("Region 4 ESC") for the purchase of **Playground Systems, Installation, Service and Related Items***

#### **RECITALS**

WHEREAS, both parties agree and understand that the following pages will constitute the contract between the successful vendor(s) and Region 4 ESC, having its principal place of business at 7145 West Tidwell Road, Houston, TX 77092.

WHEREAS, Vendor agrees to include, in writing, any required exceptions or deviations from these terms, conditions, and specifications; and it is further understood that, if agreed to by Region 4 ESC, said exceptions or deviations will be incorporated into the final contract "Vendor Contract."

WHEREAS, this contract consists of the provisions set forth below, including provisions of all attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any attachment, the provisions set forth below shall control.

WHEREAS, the Vendor Contract will provide that any state, county, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution (including community colleges, colleges and universities, both public and private), other government agencies or non-profit organization may purchase products and services at prices indicated in the Vendor Contract upon registering and becoming a member with TCPN; and it being further understood that Region 4 ESC shall act as the Lead Public Agency with respect to all such purchase agreements.

WHEREAS, TCPN has the administrative and legal capacity to administer purchases on behalf of Region 4 ESC under the Vendor Contract with participating public agencies and entities, as permitted by applicable law.

#### **ARTICLE 1- GENERAL TERMS AND CONDITIONS**

- 1.1 TCPN shall be afforded all of the rights, privileges and indemnifications afforded to Region 4 ESC under the Vendor Contract, and such rights, privileges and indemnifications shall accrue and apply with equal effect to TCPN, including, without limitation, Vendors obligation to provide insurance and other indemnifications to Lead Public Agency.
- 1.2 Awarded vendor shall perform all duties, responsibilities and obligations, set forth in this agreement, and required under the Vendor Contract.
- 1.3 TCPN shall perform its duties, responsibilities and obligations as administrator of purchases, set forth in this agreement, and required under the Vendor Contract.
- 1.4 **Purchasing procedure:**
  - Purchase orders are issued by participating governmental agencies to the awarded vendor indicating on the PO "**Per TCPN Contract # R\_\_\_\_\_.**"
  - Vendor delivers goods/services directly to the participating agency.

- Awarded vendor invoices the participating agency directly.
- Awarded vendor receives payment directly from the participating agency.
- Awarded vendor reports sales monthly to TCPN.

- 1.5 **Customer Support:** The vendor shall provide timely and accurate technical advice and sales support to Region 4 ESC staff, TCPN staff and participating agencies. The vendor shall respond to such requests within one (1) working day after receipt of the request.

## **ARTICLE 2- ANTICIPATED TERM OF AGREEMENT**

- 2.1 Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 4 ESC. Region 4 ESC will notify the vendor in writing if the contract is extended. Awarded vendor shall honor all administrative fees for any sales made based on the contract whether renewed or not.
- 2.2 Region 4 ESC shall review the contract prior to the renewal date and notify the current awarded vendor, no less than ninety (90) days of Region 4 ESC's intent renew the contract. Upon receipt of notice, awarded vendor must notify Region 4 ESC if it elects not to renew. Awarded vendor shall honor the administrative fee for any sales incurred throughout the life of the contract on any sales made based on a Region 4 ESC contract whether awarded a renewal or not. Region 4 ESC reserves the right to exercise each two-year extension annually.

## **ARTICLE 3- REPRESENTATIONS AND COVENANTS**

- 3.1. **Scope:** This contract is based on the need to provide the economic benefits of volume purchasing and reduction in administrative costs through cooperative purchasing to schools and other members. Although contractors may restrict sales to certain public units (for example, state agencies or local government units), any contract that prohibits sales from being made to public school districts may not be considered. Sales without restriction to any Members are preferred. These types of contracts are commonly referred to as being "piggybackable".
- 3.2. **Compliance:** Cooperative Purchasing Agreements between TCPN and its Members have been established under state procurement law.
- 3.3. **Offeror's Promise:** Offeror agrees all prices, terms, warranties, and benefits granted by Offeror to Members through this contract are comparable to or better than the equivalent terms offered by Offeror to any present customer meeting the same qualifications or requirements.

## **ARTICLE 4- FORMATION OF CONTRACT**

- 4.1. **Offeror Contract Documents:** Region 4 ESC will review proposed offeror contract documents. Vendor's contract document shall not become part of Region 4 ESC's contract with vendor unless and until an authorized representative of Region 4 ESC reviews and approves it.
- 4.2. **Form of Contract:** The form of contract for this solicitation shall be the Request for Proposal, the awarded proposal(s) and best and final offer(s), and properly issued and reviewed purchase orders referencing the requirements of the Request for Proposals. If a firm submitting an offer requires Region 4 ESC and/or Member to sign an additional agreement, a copy of the proposed agreement must be included with the proposal.
- 4.3. **Entire Agreement (Parol evidence):** The contract, as specified above, represents the final written expression of agreement. All agreements are contained herein and no other agreements or representations that materially alter it are acceptable.



- 4.4. **Assignment of Contract:** No assignment of contract may be made without the prior written approval of Region 4 ESC. Purchase orders and payment can only be made to awarded vendor unless otherwise approved by Region 4 ESC. Awarded vendor is required to notify Region 4 ESC when any material change in operations is made that may adversely affect members (i.e. bankruptcy, change of ownership, merger, etc.).
- 4.5. **Novation:** If contractor sells or transfers all assets or the entire portion of the assets used to perform this contract, a successor in interest must guarantee to perform all obligations under this contract. Region 4 ESC reserves the right to accept or reject any new party. A simple change of name agreement will not change the contractual obligations of contractor.
- 4.6. **Contract Alterations:** No alterations to the terms of this contract shall be valid or binding unless authorized and signed by a Region 4 ESC staff member.
- 4.7. **Order of Precedence:** In the event of a conflict in the provisions of the contract as accepted by Region 4 ESC, the following order of precedence shall prevail:
- Special terms and conditions
  - General terms and conditions
  - Specifications and scope of work
  - Attachments and exhibits
  - Documents referenced or included in the solicitation
- 4.8. **Supplemental Agreements:** The entity participating in the Region 4 ESC contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor. Neither Region 4 ESC, TCPN, its agents, members and employees shall be made party to any claim for breach of such agreement.
- 4.9. **Adding authorized distributors/dealers:** Awarded vendors are prohibited from authorizing additional distributors or dealers, other than those identified at the time of submitting their proposal, to sell under their contract award without notification and prior written approval from TCPN. Awarded vendors must notify TCPN each time it wishes to add an authorized distributor or dealer. Purchase orders and payment can only be made to awarded vendor unless otherwise approved by TCPN. Pricing provided to members by added distributors or dealers must also be less than or equal to the pricing offered by the awarded contract holder, unless otherwise approved by TCPN.

## **ARTICLE 5- TERMINATION OF CONTRACT**

- 5.1. **Cancellation for Non-Performance or Contractor Deficiency:** Region 4 ESC may terminate any contract if Members have not used the contract, or if purchase volume is determined to be low volume in any 12-month period. Region 4 ESC reserves the right to cancel the whole or any part of this contract due to failure by contractor to carry out any obligation, term or condition of the contract. Region 4 ESC may issue a written deficiency notice to contractor for acting or failing to act in any of the following:
- i. Providing material that does not meet the specifications of the contract;
  - ii. Providing work and/or material that was not awarded under the contract;
  - iii. Failing to adequately perform the services set forth in the scope of work and specifications;
  - iv. Failing to complete required work or furnish required materials within a reasonable amount of time;
  - v. Failing to make progress in performance of the contract and/or giving Region 4 ESC reason to believe that contractor will not or cannot perform the requirements of the contract; and/or

- vi. Performing work or providing services under the contract prior to receiving an authorized purchase order from Region 4 ESC or participating member prior to such work

Upon receipt of a written deficiency notice, contractor shall have ten (10) days to provide a satisfactory response to Region 4 ESC. Failure to adequately address all issues of concern may result in contract cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by contractor under the contract shall become the property of the Member on demand.

- 5.2 **Termination for Cause:** If, for any reason, the Vendor fails to fulfill its obligation in a timely manner, or if the vendor violates any of the covenants, agreements, or stipulations of this contract Region 4 ESC reserves the right to terminate the contract immediately and pursue all other applicable remedies afforded by law. Such termination shall be effective by delivery of notice, to the vendor, specifying the effective date of termination. In such event, all documents, data, studies, surveys, drawings, maps, models and reports prepared by vendor for this solicitation may become the property of the participating agency or entity. If such event does occur then vendor will be entitled to receive just and equitable compensation for the satisfactory work completed on such documents.
- 5.3 **Delivery/Service Failures:** Failure to deliver goods or services within the time specified, or within a reasonable time period as interpreted by the purchasing agent or failure to make replacements or corrections of rejected articles/services when so requested shall constitute grounds for the contract to be terminated. In the event that the participating agency or entity must purchase in an open market, contractor agrees to reimburse the participating agency or entity, within a reasonable time period, for all expenses incurred.
- 5.4 **Force Majeure:** If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.  
  
The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the United States or the State of Texas or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty.
- 5.5 **Standard Cancellation:** Region 4 ESC may cancel this contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order. Vendor may be requested to provide additional items not already on contract at any time.

## **ARTICLE 6- LICENSES**

- 6.1 **Duty to keep current license:** Vendor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by vendor. Vendor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the contract. Region 4 ESC reserves the right to stop work and/or cancel the contract of any vendor whose license(s) expire, lapse, are suspended or terminated.

- 6.2 **Survival Clause:** All applicable software license agreements, warranties or service agreements that were entered into between Vendor and Customer under the terms and conditions of the Contract shall survive the expiration or termination of the Contract. All Purchase Orders issued and accepted by Order Fulfiller shall survive expiration or termination of the Contract.

## **ARTICLE 7- DELIVERY PROVISIONS**

- 7.1 **Delivery:** Vendor shall deliver said materials purchased on this contract to the Member issuing a Purchase Order. Conforming product shall be shipped within 7 days of receipt of Purchase Order. If delivery is not or cannot be made within this time period the vendor must receive authorization from the purchasing agency for the delayed delivery. At this point the participating entity may cancel the order if estimated shipping time is not acceptable.
- 7.2 **Inspection & Acceptance:** If defective or incorrect material is delivered, purchasing agency may make the determination to return the material to the vendor at no cost to the purchasing agency. The vendor agrees to pay all shipping costs for the return shipment. Vendor shall be responsible for arranging the return of the defective or incorrect material.

## **ARTICLE 8- BILLING AND REPORTING**

- 8.1 **Payments:** The entity using the contract will make payments directly to the awarded vendor. Payment shall be made after satisfactory performance, in accordance with all provisions thereof, and upon receipt of a properly completed invoice.
- 8.2 **Invoices:** The awarded vendor shall submit invoices to the participating entity clearly stating “*Per TCPN Contract*”. The shipment tracking number or pertinent information for verification shall be made available upon request.
- 8.3 **Tax Exempt Status:** Since this is a national contract, knowing the tax laws in each state is the sole responsibility of the vendor.
- 8.4 **Reporting:** The awarded vendor shall provide TCPN with an electronic accounting report, in a format prescribed by TCPN, on a monthly basis summarizing all contract Sales for the applicable month. Reports of Contract Sales for Region 4 ESC and member agencies in each calendar month shall be provided by awarded vendor to TCPN by the 10<sup>th</sup> day of the following month. If there are no sales to report, Vendor is still required to communicate that information via email. Reports are to be sent via email to [reporting@nationalipa.org](mailto:reporting@nationalipa.org) at which time administrative fees are due in accordance with the administrative fee payment terms in the agreement.

Failure to provide a monthly report of the administrative fees within the time and manner specified herein shall constitute a material breach of this contract and if not cured within thirty (30) days of written to Supplier shall be deemed a cause for termination of the contract at Region4 ESC’s sole discretion.

## **ARTICLE 9- PRICING**

- 9.1 **Best price guarantee:** The awarded vendor agrees to provide pricing to Region 4 ESC and its participating entities that are the lowest pricing available and the pricing shall remain so throughout the



duration of the contract. Pricing offered to Federal government buying consortiums for goods and services is exempt from this requirement. The awarded vendor, however, agrees to lower the cost of any product purchased through TCPN following a reduction in the manufacturer or publisher's direct cost.

- 9.2 **Price increase:** Should it become necessary or proper during the term of this contract to make any change in design or any alterations that will increase expense Region 4 ESC must be notified immediately. Price increases must be approved by Region 4 ESC and no payment for additional materials or services, beyond the amount stipulated in the contract, shall be paid without prior approval. All price increases must be supported by manufacture documentation, or a formal cost justification letter.

Awarded vendor must honor previous prices for thirty (30) days after approval and written notification from Region 4 ESC if requested.

It is the awarded vendor's responsibility to keep all pricing up to date and on file with Region 4 ESC. All price changes must be provided to Region 4 ESC, using the same format as was accepted in the original contract.

- 9.3 **Additional Charges:** All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing.
- 9.4 **Price reduction and adjustment:** Price reduction may be offered at any time during contract and shall become effective upon notice of acceptance from Region 4 ESC. Special, time-limited reductions are permissible under the following conditions: 1) reduction is available to all Members equally; 2) reduction is for a specific time period, normally not less than thirty (30) days; 3) original price is not exceeded after the time-limit; and 4) Region 4 ESC has approved the new prices prior to any offer of the prices to a Member. Vendor shall offer Region 4 ESC any published price reduction during the contract period.
- 9.5 **Prevailing Wage:** It shall be the responsibility of the Vendor to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the purchaser (Region 4 ESC or its Members). It shall further be the responsibility of the Vendor to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of this contract and adjust wage rates accordingly.
- 9.6 **Administrative Fees:** All pricing submitted to Region 4 ESC shall include the administrative fee to be remitted to TCPN by the awarded vendor.

The awarded vendor agrees to pay administrative fees monthly to TCPN in the amount of 3% of the total purchase amount paid to awarded vendor, less refunds, credits on returns, rebates and discounts, for the sale of products and/or services to Region 4 ESC and member agencies pursuant to the contract (as amended from time to time and including any renewal thereof) ("Contract Sales").

Administrative fee payments are to accompany the contract monthly sales report by the 10<sup>th</sup> day of the following month, in the amount indicated on the report as being due. Administrative fee payments are to be paid by the awarded vendor via Automated Clearing House to a TCPN designated financial institution.

Failure to provide a monthly payment of the administrative fees within the time and manner specified herein shall constitute a material breach of the contract and if not cured within thirty (30) day of written notice to awarded vendor shall be deemed a cause for termination of the contract, at Region 4 ESC's sole discretion.

All administrative fees not paid when due shall bear interest at a rate equal to the lesser of 1 ½% per month or the maximum rate permitted by law until paid in full.

## **ARTICLE 10- PRICING AUDIT**

- 10.1 **Audit rights:** Vendor shall, at Vendor's sole expense, maintain appropriate due diligence of all purchases made by Region 4 ESC and any entity that utilizes this Agreement. TCPN and Region 4

ESC each reserve the right to audit the accounting for a period of three (3) years from the time such purchases are made. This audit right shall survive termination of this Agreement for a period of one (1) year from the effective date of termination. In the State of New Jersey, this audit right shall survive termination of this Agreement for a period of five (5) years from the date of final payment. Such records shall be made available to the New Jersey Office of the State Comptroller upon request. Region 4 ESC shall have the authority to conduct random audits of Vendor's pricing that is offered to eligible entities at Region 4 ESC's sole cost and expense. Notwithstanding the foregoing, in the event that Region 4 ESC is made aware of any pricing being offered to eligible agencies that is materially inconsistent with the pricing under this agreement, Region 4 ESC shall have the ability to conduct an extensive audit of Vendor's pricing at Vendor's sole cost and expense. Region 4 ESC may conduct the audit internally or may engage a third-party auditing firm. In the event of an audit, the requested materials shall be provided in the format and at the location designated by Region 4 ESC or TCPN.

## **ARTICLE 11- OFFEROR PRODUCT LINE REQUIREMENTS**

- 11.1 **Current products:** Proposals shall be for materials and equipment in current production and marketed to the general public and education/government agencies at the time the proposal is submitted.
- 11.2 **Discontinued products:** If a product or model is discontinued by the manufacturer, vendor may substitute a new product or model if the replacement product meets or exceeds the specifications and performance of the discontinued model and if the discount is the same or greater than the discontinued model.
- 11.3 **New products/Services:** New products and/or services that meet the scope of work may be added to the contract. Pricing shall be equivalent to the percentage discount for other products. Vendor may replace or add product lines to an existing contract if the line is replacing or supplementing products on contract, is equal or superior to the original products offered, is discounted in a similar or to a greater degree, and if the products meet the requirements of the solicitation. No products and/or services may be added to avoid competitive procurement requirements. Region 4 ESC may require additions to be submitted with documentation from Members demonstrating an interest in, or a potential requirement for, the new product or service. Region 4 ESC may reject any additions without cause.
- 11.4 **Options:** Optional equipment for products under contract may be added to the contract at the time they become available under the following conditions: 1) the option is priced at a discount similar to other options; 2) the option is an enhancement to the unit that improves performance or reliability.
- 11.5 **Product line:** Offerors with a published catalog may submit the entire catalog. Region 4 ESC reserves the right to select products within the catalog for award without having to award all contents. Region 4 ESC may reject any addition of equipment options without cause.
- 11.6 **Warranty conditions:** All supplies, equipment and services shall include manufacturer's minimum standard warranty and one (1) year labor warranty unless otherwise agreed to in writing.
- 11.7 **Buy American requirement:** (for New Jersey and all other applicable States) Vendors may only use unmanufactured construction material mined or produced in the United States, as required by the Buy American Act. Where trade agreements apply, to the extent permitted by applicable law, then unmanufactured construction material mined or produced in a designated country may also be used. Vendors are required to check state specific requirements to ensure compliance with this requirement.

## **ARTICLE 12- SITE REQUIREMENTS**

- 12.1 **Cleanup:** Vendor shall clean up and remove all debris and rubbish resulting from their work as required or directed by Member. Upon completion of the work, the premises shall be left in good repair and an orderly, neat, clean and unobstructed condition.
- 12.2 **Preparation:** Vendor shall not begin a project for which Member has not prepared the site, unless vendor does the preparation work at no cost, or until Member includes the cost of site preparation in a

purchase order. Site preparation includes, but is not limited to: moving furniture, installing wiring for networks or power, and similar pre-installation requirements.

- 12.3 **Registered sex offender restrictions:** For work to be performed at schools, vendor agrees that no employee or employee of a subcontractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or are reasonably expected to be present. Vendor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at the Member's discretion. Vendor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge.
- 12.4 **Safety measures:** Vendor shall take all reasonable precautions for the safety of employees on the worksite, and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Vendor shall post warning signs against all hazards created by its operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.
- 12.5 **Smoking:** Persons working under the contract shall adhere to local smoking policies. Smoking will only be permitted in posted areas or off premises.
- 12.6 **Stored materials:** Upon prior written agreement between the vendor and Member, payment may be made for materials not incorporated in the work but delivered and suitably stored at the site or some other location, for installation at a later date. An inventory of the stored materials must be provided to Member prior to payment. Such materials must be stored and protected in a secure location, and be insured for their full value by the vendor against loss and damage. Vendor agrees to provide proof of coverage and/or addition of Member as an additional insured upon Member's request. Additionally, if stored offsite, the materials must also be clearly identified as property of buying Member and be separated from other materials. Member must be allowed reasonable opportunity to inspect and take inventory of stored materials, on or offsite, as necessary.

Until final acceptance by the Member, it shall be the Vendor's responsibility to protect all materials and equipment. The Vendor warrants and guarantees that title for all work, materials and equipment shall pass to the Member upon final acceptance.

### **ARTICLE 13- MISCELLANEOUS**

- 13.1 **Funding Out Clause:** Any/all contracts exceeding one (1) year shall include a standard "funding out" clause. A contract for the acquisition, including lease, of real or personal property is a commitment of the entity's current revenue only, provided the contract contains either or both of the following provisions:

"Retains to the entity the continuing right to terminate the contract at the expiration of each budget period during the term of the contract and is conditioned on a best efforts attempt by the entity to obtain appropriate funds for payment of the contract."

- 13.2 **Disclosures:** Offeror affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.

Include a complete description of any and all relationships that might be considered a conflict of interest in doing business with participants in TCPN.

The Offeror affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.



- 13.3 **Indemnity**: The awarded vendor shall protect, indemnify, and hold harmless both Region 4 ESC and TCPN and its participants, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the vendor, vendor employees or vendor subcontractors in the preparation of the solicitation and the later execution of the contract, including any supplemental agreements with members. Any litigation involving either Region 4 ESC or TCPN, its administrators and employees and agents will be in Harris County, Texas. Any litigation involving TCPN members shall be in the jurisdiction of the participating agency.
- 13.4 **Franchise Tax**: The Offeror hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes.
- 13.5 **Marketing**: Awarded vendor agrees to allow Region 4 ESC/TCPN to use their name and logo within website, marketing materials and advertisement. Any use of TCPN name and logo or any form of publicity, inclusive of press releases, regarding this contract by awarded vendor must have prior approval from TCPN.
- 13.6 **Certificates of Insurance**: Certificates of insurance shall be delivered to the Region 4 ESC participant prior to commencement of work. The insurance company shall be licensed in the applicable state in which work is being conducted. The awarded vendor shall give the participating entity a minimum of ten (10) days' notice prior to any modifications or cancellation of policies. The awarded vendor shall require all subcontractors performing any work to maintain coverage as specified.
- 13.7 **Legal Obligations**: It is the Offeror's responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services identified in this RFP and any awarded contract and shall comply with all while fulfilling the RFP. Applicable laws and regulation must be followed even if not specifically identified herein.
- 13.8 **Open Records Policy**: Because Region 4 ESC contracts are awarded by a governmental entity, responses submitted are subject to release as public information after contracts are executed. If a vendor believes that its response, or parts of its response, may be exempted from disclosure, the vendor must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the Offeror must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s). Offeror must provide this information on the "Acknowledgement and Acceptance to Region 4 ESC's Open Record Policy" form found at the beginning of this solicitation. Any information that is unmarked will be considered public information and released, if requested under the Public Information Act.

The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 4 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the Offeror are not acceptable. Region 4 ESC must comply with the opinions of the OAG. Region 4 ESC assumes no responsibility for asserting legal arguments on behalf of any vendor. Offeror are advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

After completion of award, these documents will be available for public inspection.

## **VENDOR CONTRACT SIGNATURE FORM**

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Offeror and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

Email address \_\_\_\_\_

Printed name \_\_\_\_\_

Position with company \_\_\_\_\_

Authorized signature \_\_\_\_\_

### **Accepted by The Cooperative Purchasing Network:**

**Term of contract** \_\_\_\_\_ **to** \_\_\_\_\_

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 4 ESC and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a contract whether renewed or not.

\_\_\_\_\_  
Region 4 ESC Authorized Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Region 4 ESC Authorized Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**TCPN Contract Number** \_\_\_\_\_

**Appendix B:**  
**PRODUCT / SERVICES SPECIFICATIONS**

It is the intention of TCPN to establish a contract with vendor(s) for Playground Systems, Installation, Service and Related Items. Awarded vendor(s) shall perform covered services under the terms of this agreement.

Each service proposed is to be priced separately with all ineligible items identified. Services may be awarded to multiple vendors. Respondents may elect to limit their proposals to a single service within any category, or multiple services within any or all categories.

TCPN is seeking a service provider that has the depth, breadth and quality of resources necessary to complete all phases of playground, installation, service and related items. In addition, TCPN also requests any value add commodity or service that could be provided under this contract.

Products considered for award shall be in full compliance to all applicable federal state and local standards, codes and regulations such as American Society for Testing and Materials (ASTM), Consumer Product Safety Commission (CPSC) standards, codes and statutes. Bidders shall document compliance to said standards and provide certificates of insurance for product liability insurance.

Vendor(s) shall, at the request of any member institution, perform provide these products and/or covered services under the terms of this agreement. The supplier shall assist the end user with making a determination of their individual needs.

TCPN is asking for the supplier's total offering of equipment, services, or any other value added product or service that may have benefit to our membership. Please provide your full and complete written product specifications for all equipment proposed in your response.

Rotationally Molded Plastics: Color consistency, color intensity, opacity and UV resistance are very important for the durability of rotationally molded plastics thus, it is preferred that all rotationally molded playground equipment and components be made of compounded and not dry blended or turbo blended plastics. UV Stability is a must thus it is preferred that all rotationally molded plastics are manufactured with UV 15 inhibitors. Please clearly indicate with specifications if your product meets these requirements or not.

Please provide your full and complete legal written product warranty for any and all products you have included in this RFP. You must also indicate in writing if there are any pro-rated aspects to your warranty. If so, please describe in detail what they are.

Please indicate in writing any and all differences in product warranty as compared to the warranty. If your products and services do not carry the warranty coverage as requested, please indicate in writing the difference(s).

Special consideration will be given to bidders who also supply a written labor warranty that covers the installation costs associated with the replacement of any product covered under the manufacturer's product warranty. If you are able to provide, please indicate any special considerations or conditions that there may be with this type of warranty service.

TCPN requires a project management function as part of the services delivered by the vendor. Service providers must describe their competencies to manage and coordinate project activities, resources, and communications. Service providers must address their capabilities in areas to include but not limited to:



- Project management methodologies and tool
- Project planning and communications
- Quality assurance procedures
- Project management experience with large school districts (80,000+ full time students)
- Project management experience as a single vendor or "prime" systems integrator
- Project change control
- Complex, infrastructure project experience

Please describe your company experience with other Public Agencies, City, County, State Parks, etc. and work with landscaping architects in the design and layout of the facilities planning.

As with any project, cost is a major consideration. Describe a cost model that provides TCPN clients with both the services desired from a complex project perspective and also to know that the product costs are defined and appropriate for the items being procured. Additionally, TCPN wants to enter into a relationship with the best available company or organization and recognizes that the "best value" is not always provided by the "low cost proposal". It is vitally important that a district get value for its dollar and be able to demonstrate this to the taxpayers. Consequently, prospective vendor(s) are required to provide a proposed pricing model that will:

- Be able to demonstrate throughout the life of the contract that the costs associated with this partnership are within normal and customary charges for the type of service provided.
- Be simple to administer as specific scopes of work are developed.
- Meet all statutory requirements for record keeping, reporting and auditing of public funds.
- Adhere to agency purchasing policy.
- Be flexible in working within established budgets.
- Provide firm/competitive prices to clients once the projects are scoped
- Provide service rates and contractual maximum uplifts for goods and services through both your firm and through existing TCPN contracts.
- Vendor(s) must submit a cost proposal fully supported by documentation. This must be a verifiable price index for equipment, systems, parts, components, surfacing materials, site furnishings, installation and all other Products, services and supplies offered by the supplier.
- Include building pricing for a current infrastructure build out for a typical agency with appropriate technology infrastructure to support voice video and data to the desktop (data being Internet connectivity at a minimum).
- There may be times where products or services required are needed from a supplier outside of awarded supplier's capabilities. Indicate how these situations will be handled.
- 

It cannot be over emphasized how important this criterion is to the potential success of any prospective vendor(s) and your particular attention to providing a unique and workable implementation is strongly recommended.

### **Third Party Relationships**

The ability to work with third parties as part of a complex project is paramount to project success. Describe your company's ability to work with third parties both large and small as well as any Small and Disadvantaged Business (SDB) firms that public sector clients may require.

Please respond to the questions listed below regarding parts, service, shipping, repair, and warranty. (Place in tab 2 of your response).

1. Please describe the quality program(s) within your company and the program which measures your service work.
2. Describe your expectations of your subcontractors for installation and repairs. How does your company verify these expectations are being met?
3. Describe how your company tracks completion of repairs and what information is required to be submitted by the service center prior to payment.
4. Describe your company's post-installation and warranty support
5. Provide the procedure on how your company determines the system design.
6. Describe what project scheduling tools your company use to track projects during construction
7. How does your company make the proper equipment selection on a turnkey project?
8. Describe your company's performance maintenance system on turnkey projects.
9. Describe how your company handles site development and project permitting process.
10. What is your company's design approach and philosophy for a turnkey project?
11. Describe your company's shipping schedule notification procedures.
12. Describe how your company deals with shipping delays. How do you notify your customer of delays?
13. How many products do you stock? Where?
14. What is your percentage of on-time delivery?
15. Indicate who will be providing technical assistance including their title, telephone number, fax number, and e-mail address. Include resume.
16. Provide evidence of your company's ability to shorten the time frame between receiving a service call to problem solution. What does your company do to expedite quotes to the government entity and track completion from the service centers?
17. How does your company track warranties and update equipment lists/warranty periods as units or components are replaced?
18. How does your company work to continuously improve the services that you provide?
19. What is the policy on replacement parts and costs associated with them? What is the standard lead time for replacement parts and what warranty do they carry?

## **Appendix C:**

### **PRICING**

#### **Electronic Price Lists**

- Respondents must submit products, services, warranties, etc. in price list.
- Prices listed will be used to establish the extent of a manufacturer's product lines, services, warranties, etc. that are available from a particular offeror and the pricing per item.
- Services such as installation, delivery, tech support, training, and other services must be priced or listed as free in order to be offered on the contract. Unlisted services will not be accepted.
- Electronic price lists must contain the following: *(if applicable)*
  - Manufacturer part #
  - Vendor part # (if different from manufacturer part #)
  - Description
  - Manufacturers Suggested List Price and Net Price
  - Net price to Region 4 ESC (including freight)
- Media submitted for price list must include the respondents' company name, name of the solicitation, and date on CD, DVD or Flash Drive (i.e. Pin or Jump Drives).
- ***Please submit price lists and/or catalogs in excel or delimited format only.***

#### **Not to Exceed Pricing**

- Region 4 ESC requests pricing be submitted as not to exceed for any participating entity.
- Unlike fixed pricing the awarded vendor can adjust submitted pricing lower if needed but, cannot exceed original pricing submitted for solicitation.
- Vendor must allow for lower pricing to be available for similar product and service purchases.



## Appendix D:

*Signature on Vendor Contract Signature form certifies complete acceptance of the General Terms and Conditions in this solicitation, except as noted below (additional pages may be attached, if necessary).*

**Check one of the following responses to the General Terms and Conditions:**

- ☐ We take no exceptions/deviations to the general terms and conditions

(Note: If none are listed below, it is understood that no exceptions/deviations are taken.)

- ☐ We take the following exceptions/deviations to the general terms and conditions. All exceptions/deviations must be clearly explained. Reference the corresponding general terms and conditions that you are taking exceptions/deviations to. Clearly state if you are adding additional terms and conditions to the general terms and conditions. Provide details on your exceptions/deviations below:

(Note: Unacceptable exceptions shall remove your proposal from consideration for award. Region 4 ESC shall be the sole judge on the acceptance of exceptions/deviations and the decision shall be final.)

[illegible]



## **Vendor Contract Launch**

Vendors must commit to attending a contract launch meeting with a member of the Business Development Team should they be awarded a contract with Region 4 ESC through this RFP. Vendor contract launches are meant to establish a good relationship with awarded vendors and help to ensure compliance and effective administration over the life of the contract.

It is highly recommends that the individuals who will handle contract management, reporting and marketing are in attendance.

**If awarded**, please provide contact information for scheduling:

---

Vendor

---

Point of Contact

---

Title

---

Phone Number

---

Email Address

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Appendix E:**

### **QUESTIONNAIRE**

Please provide responses to the following questions that address your company's operations, organization, structure and processes for providing products and services.

#### **1. States Covered**

Offeror must indicate any and all states where products and services can be offered.

**Please indicate the price co-efficient for each state if it varies. (If applicable)**

☐ **50 States & District of Columbia** (Selecting this box is equal to checking all boxes below)

- |   |   |
|---|---|
| <input type="checkbox"/> Alabama              | <input type="checkbox"/> Montana        |
| <input type="checkbox"/> Alaska               | <input type="checkbox"/> Nebraska       |
| <input type="checkbox"/> Arizona              | <input type="checkbox"/> Nevada         |
| <input type="checkbox"/> Arkansas             | <input type="checkbox"/> New Hampshire  |
| <input type="checkbox"/> California           | <input type="checkbox"/> New Jersey     |
| <input type="checkbox"/> Colorado             | <input type="checkbox"/> New Mexico     |
| <input type="checkbox"/> Connecticut          | <input type="checkbox"/> New York       |
| <input type="checkbox"/> Delaware             | <input type="checkbox"/> North Carolina |
| <input type="checkbox"/> District of Columbia | <input type="checkbox"/> North Dakota   |
| <input type="checkbox"/> Florida              | <input type="checkbox"/> Ohio           |
| <input type="checkbox"/> Georgia              | <input type="checkbox"/> Oklahoma       |
| <input type="checkbox"/> Hawaii               | <input type="checkbox"/> Oregon         |
| <input type="checkbox"/> Idaho                | <input type="checkbox"/> Pennsylvania   |
| <input type="checkbox"/> Illinois             | <input type="checkbox"/> Rhode Island   |
| <input type="checkbox"/> Indiana              | <input type="checkbox"/> South Carolina |
| <input type="checkbox"/> Iowa                 | <input type="checkbox"/> South Dakota   |
| <input type="checkbox"/> Kansas               | <input type="checkbox"/> Tennessee      |
| <input type="checkbox"/> Kentucky             | <input type="checkbox"/> Texas          |
| <input type="checkbox"/> Louisiana            | <input type="checkbox"/> Utah           |
| <input type="checkbox"/> Maine                | <input type="checkbox"/> Vermont        |
| <input type="checkbox"/> Maryland             | <input type="checkbox"/> Virginia       |
| <input type="checkbox"/> Massachusetts        | <input type="checkbox"/> Washington     |
| <input type="checkbox"/> Michigan             | <input type="checkbox"/> West Virginia  |
| <input type="checkbox"/> Minnesota            | <input type="checkbox"/> Wisconsin      |
| <input type="checkbox"/> Mississippi          | <input type="checkbox"/> Wyoming        |
| <input type="checkbox"/> Missouri             |   |

☐ **Territories & Outlying Areas** (Selecting this box is equal to checking all boxes below)

- |   |  |
|---|--|
| <input type="checkbox"/> American Samoa                 | <input type="checkbox"/> Northern Marina Islands |
| <input type="checkbox"/> Federated States of Micronesia | <input type="checkbox"/> Puerto Rico             |
| <input type="checkbox"/> Guam                           | <input type="checkbox"/> U.S. Virgin Islands     |
| <input type="checkbox"/> Midway Islands                 |  |

#### **2. Diversity Programs**

- Do you currently have a diversity program or any diversity partners that you do business with? ☐ Yes ☐ No
  
- If the answer is yes, do you plan to offer your program or partnership through TCPN ☐ Yes ☐ No



*(If the answer is yes, attach a statement detailing the structure of your program, along with a list of your diversity alliances and a copy of their certifications.)*

- Will the products accessible through your diversity program or partnership be offered to TCPN members at the same pricing offered by your company?  
☐Yes ☐No

*(If answer is no, attach a statement detailing how pricing for participants would be calculated.)*

### 3. **Minority and Women Business Enterprise (MWBE) and (HUB) Participation**

It is the policy of some entities participating in TCPN to involve minority and women business enterprises (M/WBE), small and/or disadvantaged business enterprises, disable veterans business enterprises, historically utilized businesses (HUB) and other diversity recognized businesses in the purchase of goods and services. Offerors shall indicate below whether or not they hold certification in any of the classified areas and include proof of such certification with their response.

#### a. **Minority Women Business Enterprise**

Offeror certifies that this firm is an MWBE ☐Yes ☐No

List certifying agency: \_\_\_\_\_

#### b. **Small Business Enterprise (SBE) or Disadvantaged Business Enterprise (DBE)**

Offeror certifies that this firm is a SBE or DBE ☐Yes ☐No

List certifying agency: \_\_\_\_\_

#### c. **Disabled Veterans Business Enterprise (DVBE)**

Offeror certifies that this firm is a DVBE ☐Yes ☐No

List certifying agency: \_\_\_\_\_

#### d. **Historically Underutilized Businesses (HUB)**

Offeror certifies that this firm is a HUB ☐Yes ☐No

List certifying agency: \_\_\_\_\_

#### e. **Historically Underutilized Business Zone Enterprise (HUB Zone)**

Offeror certifies that this firm is a HUB Zone ☐Yes ☐No

List certifying agency: \_\_\_\_\_

#### f. **Other**

Offeror certifies that this firm is a recognized diversity certificate holder ☐Yes ☐No

List certifying agency: \_\_\_\_\_

### 4. **Residency**

Responding Company's principal place of business is in the city of \_\_\_\_\_ State of \_\_\_\_.

## 5. **Felony Conviction Notice**

Please check applicable box:

- ☐ A publicly held corporation; therefore, this reporting requirement is not applicable.
- ☐ Is not owned or operated by anyone who has been convicted of a felony.
- ☐ Is owned or operated by the following individual(s) who has/have been convicted of a felony.

\*If the third box is checked a detailed explanation of the names and convictions must be attached.

## 6. **Processing Information**

Company contact for:

### Contract Management

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

### Billing & Reporting/Accounts Payable

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

### Marketing

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

7. **Distribution Channel:** Which best describes your company's position in the distribution channel:

- ☐ Manufacturer direct      ☐ Certified education/government reseller  
☐ Authorized distributor      ☐ Manufacturer marketing through reseller  
☐ Value-added reseller      ☐ Other \_\_\_\_\_

8. **Pricing Information**

- In addition to the current typical unit pricing furnished herein, the Vendor agrees to offer all future product introductions at prices that are proportionate to Contract Pricing.  
☐ Yes    ☐ No

*(If answer is no, attach a statement detailing how pricing for participants would be calculated.)*

- Pricing submitted includes the required administrative fee. ☐ Yes    ☐ No  
*(Fee calculated based on invoice price to customer)*
- Additional discounts for purchase of a guaranteed quantity? ☐ Yes    ☐ No

9. **Cooperatives**

List any other cooperative or state contracts currently held or in the process of securing

Cooperative/State Agency	Discount Offered	Expires	Annual Sales Volume

[Remainder of Page Intentionally Left Blank]



**Appendix F:**  
**COMPANY PROFILE**

Please provide the following:

1. Company's official registered name.
2. Brief history of your company, including the year it was established.
3. Company's Dun & Bradstreet (D&B) number.
4. Corporate office location.
5. List the total number of sales persons employed by your organization within the United States, broken down by market.
6. List the number and location of offices, or service centers for all states being offered in solicitation. Additionally, list the names of key contacts at each location with title, address, phone and e-mail address.
7. Please provide contact information for the person(s) who will be responsible for the following areas, including resumes:
  - a. Sales
  - b. Sales Support
  - c. Marketing
  - d. Financial Reporting
  - e. Executive Support
8. Define your standard terms of payment.
9. Who is your competition in the marketplace?
10. Overall annual sales for last three (3) years; 2013, 2014, 2015.
11. Overall public sector sales, excluding Federal Government, for last three (3) years; 2013, 2014, 2015.
12. What is your strategy to increase market share?
13. What differentiates your company from competitors?
14. Describe the capabilities and functionality of your firm's on-line catalog/ordering website.
15. Describe your company's Customer Service Department (hours of operation, number of service centers, etc.).
16. Provide information regarding whether your firm, either presently or in the past, has been involved in any litigation, bankruptcy, or reorganization.

### **Marketing / Sales**

17. Detail how your organization plans to market this contract within the first ninety (90) days of the award date. This should include, but not be limited to:
  - a. A co-branded press release within first 30 days
  - b. Announcement of award through any applicable social media sites
  - c. Direct mail campaigns
  - d. Co-branded collateral pieces
  - e. Advertisement of contract in regional or national publications
  - f. Participation in trade shows
  - g. Dedicated TCPN and Region 4 ESC internet web-based homepage with:
    - i. TCPN and Region 4 ESC Logo
    - ii. Link to TCPN and Region 4 ESC website
    - iii. Summary of contract and services offered
    - iv. Due Diligence Documents including; copy of solicitation, copy of contract and any amendments, marketing materials
18. Describe how your company will demonstrate the benefits of this contract to eligible entities if awarded.
19. Explain how your company plans to market this agreement to existing government customers.
20. Provide a detailed ninety (90) day plan describing how the contract will be implemented within your firm.
21. Describe how you intend on train your national sales force on the Region 4 ESC agreement.
22. Acknowledge that your organization agrees to provide its company logo(s) to Region 4 ESC and agrees to provide permission for reproduction of such logo in marketing communications and promotions.
23. Provide the revenue that your organization anticipates each year for the first three (3) years of this agreement.

\$\_\_\_\_\_ in year one

\$\_\_\_\_\_ in year two

\$\_\_\_\_\_ in year three

### **Administration**

24. Describe your company's implementation and success with existing cooperative purchasing programs, if any, and provide the cooperative's name(s), contact person(s) and contact information as reference(s).
25. Describe the capacity of your company to report monthly sales through this agreement.
26. Describe the capacity of your company to provide management reports, i.e. consolidated billing by location, time and attendance reports, etc. for each eligible agency.

27. Please provide any suggested improvements and alternatives for doing business with your company that will make this arrangement more cost effective for your company and Participating Public Agencies.

### **Green Initiatives**

We are committed to helping to build a cleaner future! As our business grows, we want to make sure we minimize our impact on the Earth's climate. So we are taking every step we can to implement innovative and responsible environmental practices throughout Region 4 ESC to reduce our carbon footprint, reduce waste, promote energy conservation, ensure efficient computing, and much more. We would like vendors to partner with us in this enterprise. To that effort, we ask Offerors to provide their companies environmental policy and/or green initiative.

28. Please provide your company's environmental policy and/or green initiative.

### **Vendor Certifications (if applicable)**

29. Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Offeror to perform the covered services including, but not limited to licenses, registrations or certifications. M/WBE, HUB, DVBE, small and disadvantaged business certifications and other diverse business certifications, as well as manufacturer certifications for sales and service must be included if applicable.

### **References**

Provide a minimum of ten (10) customer references for product and/or services of similar scope dating within the past three (3) years. Please try to provide an equal number of references for K12, Higher Education and City/County entities. Provide the following information for each reference:

Entity Name  
Contact Name and Title  
City and State  
Phone Number  
Years Serviced  
Description of Services  
Annual Volume

**Appendix G:**  
**VALUE ADD**

Please include any additional products and/or services not included in the scope of the solicitation that you think will enhance and/or add value to this contract for participating agencies. Your marketing plan and salesforce training plan as detailed in Appendix F will also be taken into account when evaluating your company's value add score.

Any additional products or services offered in this section will only be considered by Region 4 ESC if auditable pricing is offered for them in Appendix C. Any products or services for which pricing is not offered will not be considered a part of any contract awarded as a result of this RFP.

All products or services offered in this section are subject to the same requirements as products offered in Appendix B. Respondents must provide detailed descriptions of any additional products and services being offered as a part of their proposal, and Region 4 ESC reserves the right to reject any value add products or services which it deems to be unrelated to the scope of this RFP.



**Appendix H:**  
**ADDITIONAL REQUIRED DOCUMENTS**

- DOC #1 Clean Air and Water Act
- DOC #2 Debarment Notice
- DOC #3 Lobbying Certification
- DOC #4 Contractors Requirements
- DOC #5 Antitrust Certification Statement
- DOC #6 Implementation HB 1295 (Certificate) of Interested Parties)
- DOC #7 EDGAR Certifications

**FOR VENDORS INTENDING TO DO BUSINESS IN NEW JERSEY:**

- DOC #8 Ownership Disclosure Form
- DOC #9 Non-Collusion Affidavit
- DOC #10 Affirmative Action Affidavit
- DOC #11 Political Contribution Disclosure Form
- DOC #12 Stockholder Disclosure Form

New Jersey vendors are also required to comply with the following New Jersey statutes when applicable:

All anti-discrimination laws, including those contained in N.J.S.A. 10:2-1 through N.J.S.A. 10:2-14, N.J.S.A. 10:5-1, and N.J.S.A. 10:5-31 through 10:5-38.

Compliance with Prevailing Wage Act, N.J.S.A. 34:11-56.26, for all contracts within the contemplation of the Act.

Compliance with Public Works Contractor Registration Act, N.J.S.A. 34:11-56.26

Bid and Performance Security, as required by the applicable municipal or state statutes.

DOC #1

**Clean Air and Water Act**

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

Potential Vendor: \_\_\_\_\_

Title of Authorized Representative: \_\_\_\_\_

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

Signature: \_\_\_\_\_

DOC #2

**Debarment Notice**

I, the Vendor, certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations.

Potential Vendor: \_\_\_\_\_

Title of Authorized Representative: \_\_\_\_\_

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

Signature: \_\_\_\_\_

**LOBBYING CERTIFICATION**

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

---

Signature of Offeror

---

Date



## **CONTRACTOR CERTIFICATION REQUIREMENTS**

### **Contractor's Employment Eligibility**

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statues of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the Region 4 ESC Participating entities in which work is being performed.

---

### **Fingerprint and Background Checks**

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

---

### **Business Operations in Sudan, Iran**

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.

---

Signature of Offeror

---

Date

**DOC #5**

**ANTITRUST CERTIFICATION STATEMENTS  
(Tex. Government Code § 2155.005)**

I affirm under penalty of perjury of the laws of the State of Texas that:

1. I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
2. In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
3. In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and
4. Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

**Vendor** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Phone** \_\_\_\_\_

**Fax** \_\_\_\_\_

**Offeror** \_\_\_\_\_

Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position with Company

**Authorizing Official**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position with Company

# Implementation of House Bill 1295

## Certificate of Interested Parties (Form 1295):

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

## Filing Process:

Starting on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016.

[https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

**“This form *MUST* be filled out *ONLINE*”**

*Last Revision: February 16, 2016*

**EDGAR CERTIFICATIONS**  
ADDENDUM FOR AGREEMENT FUNDED BY U.S. FEDERAL GRANT

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**TO WHOM IT MAY CONCERN:**

REGION 4 EDUCATION SERVICE CENTER is in the process of ensuring that all policies and procedures involving the expenditure of federal funds are compliant with the new Education Department General Administrative Guidelines ("EDGAR"). Part of this process involves ensuring that all current vendors agree to comply with EDGAR. You must complete this form and return to REGION 4 EDUCATION SERVICE CENTER along with you proposal.

The following certifications and provisions are required and apply when REGION 4 EDUCATION SERVICE CENTER expends federal funds for any contract resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Agency and the Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

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**REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS**  
**APPENDIX II TO 2 CFR PART 200**

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(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds, REGION 4 EDUCATION SERVICE CENTER reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

Pursuant to Federal Rule (B) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds, REGION 4 EDUCATION SERVICE CENTER reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor in the event Vendor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. REGION 4 EDUCATION SERVICE CENTER also reserves the right to terminate the contract immediately, with written notice to vendor, for convenience, if REGION 4 EDUCATION SERVICE CENTER believes, in its sole discretion that it is in the best interest of REGION 4 EDUCATION SERVICE CENTER to do so. Vendor will be compensated for work performed and accepted and goods accepted by REGION 4 EDUCATION SERVICE CENTER as of the termination date if the contract is terminated for convenience of REGION 4 EDUCATION SERVICE CENTER. Any award under this procurement process is not exclusive and REGION 4 EDUCATION SERVICE CENTER reserves the right to purchase goods and services from other vendors when it is in REGION 4 EDUCATION SERVICE CENTER's best interest.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

Does Vendor agree to abide by the above? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction



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

Pursuant to Federal Rule (D) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when REGION 4 EDUCATION SERVICE CENTER expends federal funds, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the vendor certifies that during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (F) above.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the vendor certifies that during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER member resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

**(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.**

Pursuant to Federal Rule (H) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the vendor certifies that during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process, the vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

**(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.**

Pursuant to Federal Rule (I) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the vendor certifies that during the term and after the awarded term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C.

1352). The undersigned further certifies that:

- (1) No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

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#### RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

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When federal funds are expended by REGION 4 EDUCATION SERVICE CENTER for any contract resulting from this procurement process, Vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The Vendor further certifies that Vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

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**CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT**

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When REGION 4 EDUCATION SERVICE CENTER expends federal funds for any contract resulting from this procurement process, Vendor certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

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**CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS**

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Vendor certifies that Vendor is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

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**CERTIFICATION OF ACCESS TO RECORDS – 2 C.F.R. § 200.336**

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Vendor agrees that the Inspector General of the Agency or any of their duly authorized representatives shall have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

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**CERTIFICATION OF APPLICABILITY TO SUBCONTRACTS**

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Vendor agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

Does Vendor agree? YES \_\_\_\_\_ Initials of Authorized Representative of Vendor

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Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Vendor's Name: \_\_\_\_\_

Address, City, State, and Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Printed Name and Title of Authorized Representative: \_\_\_\_\_

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

Signature of Authorized Representative: \_\_\_\_\_ Date: \_\_\_\_\_

DOC #8

**OWNERSHIP DISCLOSURE FORM**  
**(N.J.S. 52:25-24.2)**

Pursuant to the requirements of P.L. 1999, Chapter 440 effective April 17, 2000 (Local Public Contracts Law), the offeror shall complete the form attached to these specifications listing the persons owning 10 percent (10%) or more of the firm presenting the proposal.

**Company Name:** \_\_\_\_\_

**Street:** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**Complete as appropriate:**

*I \_\_\_\_\_, certify that I am the sole owner of \_\_\_\_\_, that there are no partners and the business is not incorporated, and the provisions of N.J.S. 52:25-24.2 do not apply.*

**OR:**

*I \_\_\_\_\_, a partner in \_\_\_\_\_, do hereby certify that the following is a list of all individual partners who own a 10% or greater interest therein. I further certify that if one (1) or more of the partners is itself a corporation or partnership, there is also set forth the names and addresses of the stockholders holding 10% or more of that corporation's stock or the individual partners owning 10% or greater interest in that partnership.*

**OR:**

*I \_\_\_\_\_, an authorized representative of \_\_\_\_\_, a corporation, do hereby certify that the following is a list of the names and addresses of all stockholders in the corporation who own 10% or more of its stock of any class. I further certify that if one (1) or more of such stockholders is itself a corporation or partnership, that there is also set forth the names and addresses of the stockholders holding 10% or more of the corporation's stock or the individual partners owning a 10% or greater interest in that partnership.*

**(Note: If there are no partners or stockholders owning 10% or more interest, indicate none.)**

<b>Name</b>	<b>Address</b>	<b>Interest</b>

*I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.*

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Authorized Signature and Title**



DOC #9

## NON-COLLUSION AFFIDAVIT

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

Street: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

State of New Jersey

County of \_\_\_\_\_

I, \_\_\_\_\_ of the \_\_\_\_\_  
Name City

in the County of \_\_\_\_\_, State of \_\_\_\_\_  
of full age, being duly sworn according to law on my oath depose and say that:

I am the \_\_\_\_\_ of the firm of \_\_\_\_\_  
Title Company Name

*the offeror making the Proposal for the goods, services or public work specified under the attached proposal, and that I executed the said proposal with full authority to do so; that said offeror has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above proposal, and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that \_\_\_\_\_ relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said goods, services or public work.*

*I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by*

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Signature & Title

Subscribed and sworn before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

SEAL

DOC #10

**AFFIRMATIVE ACTION AFFIDAVIT**  
(P.L. 1975, C.127)

**Company Name:** \_\_\_\_\_

**Street:** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**Proposal Certification:**

Indicate below your compliance with New Jersey Affirmative Action regulations. Your proposal will be accepted even if you are not in compliance at this time. No contract and/or purchase order may be issued, however, until all Affirmative Action requirements are met.

**Required Affirmative Action Evidence:**

Procurement, Professional & Service Contracts (Exhibit A)

Vendors must submit with proposal:

1. A photo copy of their Federal Letter of Affirmative Action Plan Approval \_\_\_\_\_  
OR
2. A photo copy of their Certificate of Employee Information Report \_\_\_\_\_  
OR
3. A complete Affirmative Action Employee Information Report (AA302) \_\_\_\_\_

**Public Work – Over \$50,000 Total Project Cost:**

- A. No approved Federal or New Jersey Affirmative Action Plan. We will complete Report Form AA201-A upon receipt from the \_\_\_\_\_
- B. Approved Federal or New Jersey Plan – certificate enclosed \_\_\_\_\_

*I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.*

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Authorized Signature and Title**

**P.L. 1995, c. 127 (N.J.A.C. 17:27)**  
**MANDATORY AFFIRMATIVE ACTION LANGUAGE**

**PROCUREMENT, PROFESSIONAL AND SERVICE**  
**CONTRACTS**

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

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

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

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

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers trade consistent with the applicable county employment goal prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time.

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

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the

statutes and court decisions of the state of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

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Signature of Procurement Agent



## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

### Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are required to file Political Contribution Disclosure forms with the agency. **It is not intended to be provided to contractors.** What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information on the process is available in Local Finance Notice 2006-1 ([www.nj.gov/dca/lgs/lfns/lfnmenu.shtml](http://www.nj.gov/dca/lgs/lfns/lfnmenu.shtml)).

1. The disclosure is required for all contracts in excess of \$17,500 that are **not awarded** pursuant to a “fair and open” process (N.J.S.A. 19:44A-20.7).
2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions must be kept with the contract documents or in an appropriate computer file and be available for public access. **The form is worded to accept this alternate submission.** The text should be amended if electronic submission will not be allowed.
3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on file.
4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This will assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.
  - a. The Division has prepared model disclosure forms for each county. They can be downloaded from the “County PCD Forms” link on the Pay-to-Play web site at [www.nj.gov/dca/lgs/p2p](http://www.nj.gov/dca/lgs/p2p). They will be updated from time-to-time as necessary.
  - b. A public agency using these forms **should edit them to properly reflect the correct legislative district(s)**. As the forms are county-based, **they list all legislative districts** in each county. **Districts that do not represent the public agency should be removed from the lists.**
  - c. Some contractors may find it easier to provide a single list that covers all contributions, regardless of the county. These submissions are appropriate and should be accepted.
  - d. The form may be used “as-is”, subject to edits as described herein.
  - e. The “Contractor Instructions” sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.
  - f. The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.
5. It is recommended that the contractor also complete a “Stockholder Disclosure Certification.” This will assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 months prior to the contract. (See Local Finance Notice 2006-7 for additional information on this obligation) A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. **NOTE: This section is not applicable to Boards of Education.**

## **C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM**

### **Contractor Instructions**

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

- any State, county, or municipal committee of a political party
- any legislative leadership committee\*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - of the public entity awarding the contract
  - of that county in which that public entity is located
  - of another public entity within that county
  - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county. The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

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

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs). When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure. Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report. The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement. The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act. The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law.

**NOTE: This section does not apply to Board of Education contracts.**

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

## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.**

## Part I – Vendor Information

Vendor Name:			
Address:			
City:		State:	Zip:

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature

Printed Name

# Title

## Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.[illegible]☐ Check here if the information is continued on subsequent page(s)

**Continuation Page**

## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

Page \_\_\_\_ of \_\_\_\_

Vendor Name:

[illegible]☐ Check here if the information is continued on subsequent page(s)



**List of Agencies with Elected Officials Required for Political Contribution  
Disclosure  
N.J.S.A. 19:44A-20.26**

**County Name:**

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders

{County Executive}

County Clerk

Surrogate

Sheriff

Municipalities (Mayor and members of governing body, regardless of title):

**USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD  
FROM [WWW.NJ.GOV/DCA/LGS/P2P](http://WWW.NJ.GOV/DCA/LGS/P2P) A COUNTY-BASED,  
CUSTOMIZABLE FORM.**

DOC #12

## STOCKHOLDER DISCLOSURE CERTIFICATION

**Name of Business:**

☐ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

**OR**

☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

**Check the box that represents the type of business organization:**

☐ Partnership      ☐ Corporation      ☐ Sole Proprietorship

☐ Limited Partnership      ☐ Limited Liability Corporation      ☐ Limited Liability Partnership

☐ Subchapter S Corporation

**Sign and notarize the form below, and, if necessary, complete the stockholder list below.**

Stockholders:

Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this ____ day of _____, 2 ____.	_____ (Affiant)
(Notary Public)	_____ (Print name & title of affiant)
My Commission expires:	_____ (Corporate Seal)

## **Appendix I:** **STATE NOTICE**

Pursuant to certain state notice provisions, including but not limited to Oregon Revised Statutes Chapter 279A.220, the following public agencies and political subdivisions of the referenced public agencies are eligible to register with TCPN and access the Vendor Contract award made pursuant to this solicitation, and hereby given notice of the foregoing request for proposals for purposes of complying with the procedural requirements of said statutes:

### Nationwide:

State of Alabama	State of Hawaii	State of Massachusetts	State of New Mexico	State of South Dakota
State of Alaska	State of Idaho	State of Michigan	State of New York	State of Tennessee
State of Arizona	State of Illinois	State of Minnesota	State of North Carolina	State of Texas
State of Arkansas	State of Indiana	State of Mississippi	State of North Dakota	State of Utah
State of California	State of Iowa	State of Missouri	State of Ohio	State of Vermont
State of Colorado	State of Kansas	State of Montana	State of Oklahoma	State of Virginia
State of Connecticut	State of Kentucky	State of Nebraska	State of Oregon	State of Washington
State of Delaware	State of Louisiana	State of Nevada	State of Pennsylvania	State of West Virginia
State of Florida	State of Maine	State of New Hampshire	State of Rhode Island	State of Wisconsin
State of Georgia	State of Maryland	State of New Jersey	State of South Carolina	State of Wyoming
District of Columbia				

Lists of political subdivisions and local governments in the above referenced states/districts may be found at [http://www.usa.gov/Agencies/State\\_and\\_Territories.shtml](http://www.usa.gov/Agencies/State_and_Territories.shtml) and <http://www.usa.gov/Agencies/Local.shtml>

### Certain Public Agencies and Political Subdivisions:

#### **Cities, Towns, Villages, and Boroughs in California including but not limited to:**

LOS ANGELES CITY HALL  
 COMMERCE CITY HALL  
 VERNON CITY HALL  
 WEST HOLLYWOOD CITY HALL  
 CITY OF BELL  
 BELL GARDENS CITY HALL  
 CUDAHY CITY HALL  
 BEVERLY HILLS CITY HALL  
 CITY OF COMPTON  
 CULVER CITY CITY HALL

DOWNEY CITY HALL  
 EL SEGUNDO CITY HALL  
 GARDENA CITY HALL  
 CITY OF HAWTHORNE  
 CITY OF HERMOSA BEACH  
 HUNTINGTON PARK CITY HALL  
 LAWDALE CITY HALL  
 LYNWOOD CITY HALL  
 MALIBU CITY HALL  
 MANHATTAN BEACH CITY HALL

MAYWOOD CITY HALL  
PALOS VERDES ESTATES CITY HALL  
CITY OF ROLLING HILLS ESTATES  
ROLLING HILLS CITY HALL  
RANCHO PALOS VERDES CITY HALL  
REDONDO BEACH CITY HALL  
CITY OF SOUTH GATE  
CITY OF INGLEWOOD  
SANTA MONICA CITY HALL  
TORRANCE CITY HALL  
WHITTIER CITY HALL  
BUENA PARK CITY HALL  
LA PALMA CITY HALL  
CYPRESS CITY HALL  
LA HABRA HEIGHTS CITY HALL  
LA HABRA CITY HALL  
LA MIRADA CITY HALL  
MONTEBELLO CITY HALL  
NORWALK CITY HALL  
CITY OF PICO RIVERA  
SANTA FE SPRINGS CITY HALL  
STANTON CITY HALL  
ARTESIA CITY HALL  
CERRITOS CITY HALL  
AVALON CITY HALL  
BELLFLOWER CITY HALL  
LAKEWOOD CITY HALL  
HAWAIIAN GARDENS CITY HALL  
CITY OF LOMITA  
LOS ALAMITOS CITY HALL  
CITY OF PARAMOUNT  
SEAL BEACH CITY HALL  
CARSON CITY HALL  
CITY OF SIGNAL HILL CITY HALL  
CITY OF LONG BEACH  
BRADBURY CITY HALL  
DUARTE CITY HALL  
CITY OF LA CANADA FLINTRIDGE  
MONROVIA CITY HALL  
SIERRA MADRE CITY HALL  
SOUTH PASADENA CITY HALL  
ARCADIA CITY HALL  
CITY OF PASADENA  
SAN MARINO CITY HALL  
CITY OF GLENDALE  
CITY OF AGOURA HILLS  
CITY OF HIDDEN HILLS  
CITY OF CALABASAS  
CITY OF SAN FERNANDO  
SANTA CLARITA CITY HALL  
WESTLAKE VILLAGE CITY HALL  
THOUSAND OAKS CITY HALL  
BURBANK CITY HALL

CITY OF AZUSA  
CITY OF IRWINDALE  
BALDWIN PARK CITY HALL  
CHINO CITY HALL  
CITY OF CHINO HILLS  
CLAREMONT CITY HALL  
CITY OF COVINA  
RANCHO CUCAMONGA CITY HALL  
EL MONTE CITY HALL  
SOUTH EL MONTE CITY HALL  
CITY OF GLENDORA  
INDUSTRY CITY HALL  
LA PUENTE CITY HALL  
LA VERNE CITY HALL  
MONTEREY PARK CITY HALL  
MONTCLAIR CITY HALL  
ONTARIO CITY HALL  
DIAMOND BAR CITY HALL  
POMONA CITY HALL  
ROSEMEAD CITY HALL  
SAN DIMAS CITY HALL  
SAN GABRIEL CITY HALL  
CITY OF TEMPLE CITY  
UPLAND CITY HALL  
CITY OF WALNUT  
WEST COVINA CITY HALL  
ALHAMBRA CITY HALL  
CHULA VISTA CITY HALL  
IMPERIAL BEACH CITY HALL  
CITY OF LA MESA  
CITY OF LEMON GROVE  
NATIONAL CITY CITY HALL  
CARLSBAD CITY HALL  
CITY OF DEL MAR  
EL CAJON CITY HALL  
ENCINITAS CITY HALL  
CITY OF ESCONDIDO  
OCEANSIDE CITY HALL  
CITY OF POWAY  
SAN MARCOS CITY HALL  
CITY OF SANTEE  
CITY OF SOLANA BEACH  
CITY OF VISTA CITY HALL  
SAN DIEGO CITY HALL  
CORONADO CITY HALL  
INDIO CITY HALL  
INDIAN WELLS CITY HALL  
BANNING CITY HALL  
CITY OF BEAUMONT  
CITY OF BLYTHE  
BRAWLEY CITY HALL  
CALEXICO CITY HALL  
CITY OF CALIPATRIA



CATHEDRAL CITY CITY HALL  
CITY OF COACHELLA  
DESERT HOT SPRINGS CITY HALL  
EL CENTRO CITY HALL  
HOLTVILLE CITY HALL  
IMPERIAL CITY HALL  
CITY OF LA QUINTA  
PALM DESERT CITY HALL  
PALM SPRINGS CITY HALL  
CITY OF RANCHO MIRAGE  
TWENTYNINE PALMS CITY HALL  
WESTMORLAND CITY HALL  
ADELANTO CITY HALL  
APPLE VALLEY TOWN HALL  
BARSTOW CITY HALL  
GRAND TERRACE CITY HALL  
CITY OF BIG BEAR LAKE  
CITY OF CALIMESA  
CITY OF COLTON  
FONTANA CITY HALL  
HESPERIA CITY HALL  
HIGHLAND CITY HALL  
LOMA LINDA CITY HALL  
NEEDLES CITY HALL  
CITY OF REDLANDS  
RIALTO CITY HALL  
VICTORVILLE CITY HALL  
CITY OF YUCAIPA  
CITY OF SAN BERNARDINO  
RIVERSIDE CITY HALL  
CITY OF LAKE ELSINORE  
HEMET CITY HALL  
CITY OF MORENO VALLEY  
CITY OF MURRIETA  
PERRIS CITY HALL  
CITY OF SAN JACINTO  
MENIFEE CITY HALL  
CANYON LAKE CITY HALL  
TEMECULA CITY HALL  
WILDOMAR CITY HALL  
IRVINE CITY HALL  
COSTA MESA CITY HALL  
CITY OF DANA POINT  
CITY OF LAKE FOREST  
LAGUNA WOODS CITY HALL  
HUNTINGTON BEACH CITY HALL  
CITY OF LAGUNA BEACH  
LAGUNA HILLS CITY HALL  
CITY OF ALISO VIEJO  
CITY OF NEWPORT BEACH  
CITY OF SAN CLEMENTE  
SAN JUAN CAPISTRANO CITY HALL  
CITY OF LAGUNA NIGUEL

WESTMINSTER CITY HALL  
RANCHO SANTA MARGARITA CITY HALL  
MISSION VIEJO CITY HALL  
SANTA ANA CITY HALL  
FOUNTAIN VALLEY CITY HALL  
TUSTIN CITY HALL  
ANAHEIM CITY HALL  
BREA CITY HALL  
FULLERTON CITY HALL  
GARDEN GROVE CITY HALL  
NORCO CITY HALL  
VILLA PARK CITY HALL  
ORANGE CITY HALL  
CITY OF PLACENTIA  
CORONA CITY HALL  
YORBA LINDA CITY HALL  
CITY OF VENTURA  
CITY OF CAMARILLO  
CARPINTERIA CITY HALL  
CITY OF FILLMORE  
MOORPARK CITY HALL  
CITY OF OJAI  
OXNARD CITY HALL  
CITY OF PORT HUENEME  
CITY OF SANTA PAULA  
SIMI VALLEY CITY HALL  
SANTA BARBARA CITY HALL  
GOLETA CITY HALL  
CITY OF ARVIN  
AVENAL CITY HALL  
COALINGA CITY HALL  
CORCORAN CITY HALL  
CITY OF DELANO  
EXETER CITY HALL  
FARMERSVILLE CITY HALL  
CITY OF HANFORD  
CITY OF HURON  
LEMOORE CITY HALL  
LINDSAY CITY HALL  
CITY OF MCFARLAND  
CITY OF MARICOPA  
PORTERVILLE CITY HALL  
SHAFTER CITY HALL  
CITY OF TAFT  
CITY OF TULARE  
CITY OF VISALIA  
WASCO CITY HALL  
WOODLAKE CITY HALL  
CITY OF BAKERSFIELD  
SAN LUIS OBISPO CITY HALL  
ARROYO GRANDE CITY HALL  
CITY OF ATASCADERO  
BUELLTON CITY HALL

GROVER BEACH CITY HALL  
CITY OF GUADALUPE  
LOMPOC CITY HALL  
MORRO BAY CITY HALL  
PASO ROBLES CITY HALL  
PISMO BEACH CITY HALL  
SANTA MARIA CITY HALL  
CITY OF SOLVANG  
CALIFORNIA CITY CITY HALL  
BISHOP CITY HALL  
LANCASTER CITY HALL  
TOWN OF MAMMOTH LAKES  
PALMDALE CITY HALL  
CITY OF RIDGECREST  
CITY OF TEHACHAPI  
CHOWCHILLA CITY HALL  
CITY OF CLOVIS  
DINUBA CITY HALL  
CITY OF DOS PALOS  
FIREBAUGH CITY HALL  
CITY OF FOWLER  
KERMAN CITY HALL  
KINGSBURG CITY HALL  
LOS BANOS CITY HALL  
MADERA CITY HALL  
MENDOTA CITY HALL  
ORANGE COVE CITY HALL  
PARLIER CITY HALL  
REEDLEY CITY HALL  
CITY OF SANGER  
CITY OF SELMA  
FRESNO CITY HALL  
CITY OF SALINAS  
CARMEL-BY-THE-SEA CITY HALL  
GONZALES CITY HALL  
GREENFIELD CITY HALL  
KING CITY CITY HALL  
MARINA CITY HALL  
MONTEREY CITY HALL  
CITY OF DEL REY OAKS  
PACIFIC GROVE CITY HALL  
CITY OF SAND CITY  
SEASIDE CITY HALL  
CITY OF SOLEDAD  
BELMONT CITY HALL  
CITY OF BRISBANE  
BURLINGAME CITY HALL  
TOWN OF HILLSBOROUGH  
COLMA TOWN HALL  
CITY OF DALY CITY  
HALF MOON BAY CITY HALL  
LOS ALTOS HILLS CITY HALL  
CITY OF LOS ALTOS

CITY OF MENLO PARK  
TOWN OF ATHERTON  
TOWN OF PORTOLA VALLEY  
MILLBRAE CITY HALL  
MOUNTAIN VIEW CITY HALL  
PACIFICA CITY HALL  
WOODSIDE TOWN HALL  
REDWOOD CITY CITY HALL  
SAN BRUNO CITY HALL  
SAN CARLOS CITY HALL  
SOUTH SAN FRANCISCO CITY HALL  
SUNNYVALE CITY HALL  
SAN FRANCISCO CITY-COUNTY  
GOVERNMENT OFC  
PALO ALTO CITY HALL  
EAST PALO ALTO CITY HALL  
CITY OF SAN MATEO  
FOSTER CITY CITY HALL  
ALAMEDA CITY HALL  
AMERICAN CANYON CITY HALL  
CITY OF BENICIA  
CITY OF BRENTWOOD  
CALISTOGA CITY HALL  
CLAYTON CITY HALL  
CITY OF CONCORD  
CITY OF PLEASANT HILL  
TOWN OF DANVILLE  
CITY OF EL CERRITO  
CITY OF ANTIOCH  
FAIRFIELD CITY HALL  
CITY OF FREMONT  
HAYWARD CITY HALL  
CITY OF HERCULES  
LAFAYETTE CITY HALL  
CITY OF LIVERMORE  
MARTINEZ CITY HALL  
MORAGA CITY HALL  
NAPA CITY HALL  
NEWARK CITY HALL  
OAKLEY CITY HALL  
CITY OF ORINDA  
CITY OF PINOLE  
PITTSBURG CITY HALL  
CITY OF PLEASANTON  
DUBLIN CITY HALL  
RIO VISTA CITY HALL  
CITY OF SAINT HELENA  
SAN LEANDRO CITY HALL  
CITY OF SUISUN CITY  
CITY OF UNION CITY  
VALLEJO CITY HALL  
CITY OF WALNUT CREEK  
TOWN OF YOUNTVILLE

EMERYVILLE CITY HALL  
PIEDMONT CITY HALL  
OAKLAND CITY HALL  
BERKELEY CITY HALL  
CITY OF ALBANY  
RICHMOND CITY HALL  
SAN PABLO CITY HALL  
SAN RAFAEL CITY HALL  
CITY OF BELVEDERE  
TOWN HALL OF TIBURON  
ROHNERT PARK CITY HALL  
FAIRFAX CITY HALL  
COTATI CITY HALL  
LARKSPUR CITY HALL  
MILL VALLEY CITY HALL  
NOVATO CITY HALL  
PETALUMA CITY HALL  
TOWN OF ROSS  
SAN ANSELMO TOWN HALL  
CITY OF SAUSALITO  
CORTE MADERA TOWN HALL  
CITY OF CAMPBELL  
CITY OF CAPITOLA  
CUPERTINO CITY HALL  
CITY OF GILROY  
HOLLISTER CITY HALL  
CITY OF MONTE SERENO  
LOS GATOS CITY HALL  
MILPITAS CITY HALL  
MORGAN HILL CITY HALL  
SAN JUAN BAUTISTA CITY HALL  
SANTA CLARA CITY HALL  
SANTA CRUZ CITY HALL  
SCOTTS VALLEY CITY HALL  
SARATOGA CITY HALL  
WATSONVILLE CITY HALL  
CITY OF SAN JOSE  
STOCKTON CITY HALL  
CITY OF ANGELS CAMP  
LODI CITY HALL  
CITY OF ATWATER  
CITY OF CERES  
ESCALON CITY HALL  
GUSTINE CITY HALL  
HUGHSON CITY HALL  
LATHROP CITY HALL  
LIVINGSTON CITY HALL  
MANTECA CITY HALL  
MERCED CITY HALL  
MODESTO CITY HALL  
NEWMAN CITY HALL  
CITY OF OAKDALE  
PATTERSON CITY HALL

CITY OF RIPON  
RIVERBANK CITY HALL  
SONORA CITY HALL  
TRACY CITY HALL  
TURLOCK CITY HALL  
CITY OF WATERFORD  
SANTA ROSA CITY HALL  
CITY OF CLEARLAKE  
CLOVERDALE CITY HALL  
FORT BRAGG CITY HALL  
HEALDSBURG CITY HALL  
CITY OF LAKEPORT  
POINT ARENA CITY HALL  
SEBASTOPOL CITY HALL  
CITY OF SONOMA  
CITY OF UKIAH  
WILLITS CITY HALL  
TOWN OF WINDSOR  
EUREKA CITY HALL  
CITY OF ARCATA  
CITY OF BLUE LAKE  
CRESCENT CITY CITY HALL  
FERNDALE CITY HALL  
FORTUNA CITY HALL  
CITY OF RIO DELL  
TRINIDAD CITY HALL  
CITY OF AMADOR CITY  
CITY OF AUBURN  
CITY OF DAVIS  
CITY OF DIXON  
CITY OF CITRUS HEIGHTS  
FOLSOM CITY HALL  
GALT CITY HALL  
CITY OF IONE  
ISLETON CITY HALL  
JACKSON CITY HALL  
LINCOLN CITY HALL  
LOOMIS TOWN HALL  
PLACERVILLE CITY HALL  
PLYMOUTH CITY HALL  
CITY OF RANCHO CORDOVA  
CITY OF ROCKLIN  
ROSEVILLE CITY HALL  
CITY OF SUTTER CREEK  
VACAVILLE CITY HALL  
WEST SACRAMENTO CITY HALL  
WHEATLAND CITY HALL  
CITY OF WINTERS  
WOODLAND CITY HALL  
COLFAX CITY HALL  
ELK GROVE CITY HALL  
CITY OF SACRAMENTO  
MARYSVILLE CITY HALL

CITY OF BIGGS  
CITY OF CHICO  
CITY OF COLUSA  
GRASS VALLEY CITY HALL  
CITY OF GRIDLEY  
CITY OF LIVE OAK  
CITY OF NEVADA CITY  
ORLAND CITY HALL  
OROVILLE CITY HALL  
CITY OF PARADISE  
WILLIAMS CITY HALL  
CITY OF WILLOWS  
CITY OF YUBA CITY  
ANDERSON CITY HALL  
CITY OF SHASTA LAKE  
CORNING CITY HALL  
DUNSMUIR CITY HALL

CITY OF ETNA  
FORT JONES CITY HALL  
REDDING CITY HALL  
CITY OF MONTAGUE CITY HALL  
MOUNT SHASTA CITY HALL  
RED BLUFF CITY HALL  
CITY OF TEHAMA  
WEED CITY HALL  
YREKA CITY HALL  
ALTURAS CITY HALL  
LOYALTON CITY HALL  
PORTOLA CITY HALL  
SUSANVILLE CITY HALL  
TULELAKE CITY HALL  
SOUTH LAKE TAHOE CITY HALL  
TOWN OF TRUCKEE

**Counties in California including but not limited to:**

LOS ANGELES COUNTY  
IMPERIAL COUNTY  
SAN BERNARDINO COUNTY  
RIVERSIDE COUNTY  
ORANGE COUNTY  
VENTURA COUNTY  
SANTA BARBARA COUNTY  
KINGS COUNTY  
TULARE COUNTY  
KERN COUNTY  
SAN LUIS OBISPO COUNTY  
MONO COUNTY  
INYO COUNTY  
MADERA COUNTY  
FRESNO COUNTY  
SAN MATEO COUNTY  
SOLANO COUNTY  
CONTRA COSTA COUNTY  
NAPA COUNTY  
ALAMEDA COUNTY  
MARIN COUNTY  
SAN BENITO COUNTY  
SANTA CRUZ COUNTY  
SANTA CLARA COUNTY  
SAN JOAQUIN COUNTY  
CALAVERAS COUNTY  
MARIPOSA COUNTY  
MERCED COUNTY

STANISLAUS COUNTY  
TUOLUMNE COUNTY  
SONOMA COUNTY  
LAKE COUNTY  
MENDOCINO COUNTY  
HUMBOLDT COUNTY  
DEL NORTE COUNTY  
PLACER COUNTY  
AMADOR COUNTY  
EL DORADO COUNTY  
YOLO COUNTY  
SACRAMENTO COUNTY  
YUBA COUNTY  
COLUSA COUNTY  
SIERRA COUNTY  
NEVADA COUNTY  
BUTTE COUNTY  
PLUMAS COUNTY  
GLENN COUNTY  
SUTTER COUNTY  
SHASTA COUNTY  
TEHAMA COUNTY  
TRINITY COUNTY  
SISKIYOU COUNTY  
MODOC COUNTY  
ALPINE COUNTY  
LASSEN COUNTY

**K-12 in California including but not limited to:**

ALAMEDA UNIFIED SCHOOL DIST  
ALBANY UNIFIED SCHOOL DISTRICT  
BERKELEY UNIFIED SCHOOL DIST  
CASTRO VALLEY UNIFIED SCH DIST  
EMERY UNIFIED SCHOOL DISTRICT  
FREMONT UNIF SCHOOL DISTRICT

HAYWARD UNIFIED SCHOOL DIST  
LIVERMORE VALLEY JOINT UNIF SD  
MOUNTAIN HOUSE ELEM SCH DIST  
DUBLIN UNIFIED SCHOOL DISTRICT  
NEWARK UNIFIED SCHOOL DISTRICT  
NEW HAVEN UNIFIED SCHOOL DIST



OAKLAND UNIFIED SCHOOL DIST  
PIEDMONT UNIFIED SCH DIST  
PLEASANTON UNIFIED SCHOOL DIST  
SAN LEANDRO UNIFIED SCH DIST  
SAN LORENZO UNIFIED SCH DIST  
SUNOL GLEN UNIFIED SCH DIST  
ALPINE CO UNIFIED SCHOOL DIST  
AMADOR CO UNIFIED SCH DIST  
BIGGS UNIFIED SCHOOL DISTRICT  
CHICO UNIFIED SCHOOL DISTRICT  
DURHAM UNIFIED SCHOOL DISTRICT  
FEATHER FALLS UNION ELEM SD  
GOLDEN FEATHER UNION SCH DIST  
GRIDLEY UNIFIED SCH DISTRICT  
MANZANITA ELEM SCHOOL DISTRICT  
OROVILLE CITY ELEM SCH DIST  
OROVILLE UNION HIGH SCH DIST  
PALERMO UNION ELEM SCH DIST  
PARADISE UNIFIED SCH DISTRICT  
PIONEER UNION ELEM SCH DIST  
THERMALITO UNION ELEM SCH DIST  
BANGOR UNION ELEM SCH DIST  
BRET HARTE UNION HIGH SCH DIST  
CALAVERAS UNIFIED SCHOOL DIST  
MARK TWAIN UNION ELEM SCH DIST  
VALLECITO UNION SCH DISTRICT  
COLUSA UNIFIED SCHOOL DISTRICT  
MAXWELL UNIFIED SCHOOL DIST  
PIERCE JOINT UNIFIED SCH DIST  
WILLIAMS UNIFIED SCHOOL DIST  
ACALANES UNION HIGH SCH DIST  
ANTIOCH UNIFIED SCHOOL DIST  
BRENTWOOD UNION ELEM SCH DIST  
BYRON UNION SCHOOL DISTRICT  
CANYON ELEM SCHOOL DISTRICT  
JOHN SWETT UNIFIED SCH DIST  
KNIGHTSEN ELEM SCHOOL DISTRICT  
LAFAYETTE ELEM SCHOOL DISTRICT  
LIBERTY UNION HIGH SCH DIST  
MARTINEZ UNIFIED SCHOOL DIST  
MORAGA SCHOOL DISTRICT  
MT DIABLO UNIFIED SCHOOL DIST  
OAKLEY UNION ELEM SCH DIST  
ORINDA UNION SCHOOL DISTRICT  
PITTSBURG UNIFIED SCHOOL DIST  
WEST CONTRA COSTA USD  
SAN RAMON VALLEY UNIFIED SD  
WALNUT CREEK SCHOOL DISTRICT  
DEL NORTE CO UNIFIED SCH DIST  
BUCKEYE UNION SCHOOL DISTRICT  
CAMINO UNION SCHOOL DISTRICT  
EL DORADO UNION HIGH SCH DIST  
BLACK OAK MINE UNIF SCH DIST

GOLD OAK UNION SCHOOL DISTRICT  
GOLD TRAIL UNION SCH DISTRICT  
INDIAN DIGGINGS ELEM SCH DIST  
LAKE TAHOE UNIFIED SCH DIST  
LATROBE SCHOOL DISTRICT  
MOTHER LODE UNION SCHOOL DIST  
PIONEER UNION SCHOOL DISTRICT  
PLACERVILLE UNION ELEM SD  
POLLOCK PINES ELEM SCH DIST  
RESCUE UNION SCHOOL DISTRICT  
ALVINA ELEM SCHOOL DISTRICT  
BIG CREEK ELEMENTARY SCH DIST  
BURREL UNION ELEM SCH DIST  
CARUTHERS UNIFIED SCH DISTRICT  
CHAWANAKEE UNIFIED SD  
CLAY JOINT ELEM SCHOOL DIST  
CLOVIS UNIFIED SCHOOL DISTRICT  
COALINGA-HURON UNIFIED SD  
FIREBAUGH LAS DELTAS UNIF SD  
FOWLER UNIF SCHOOL DISTRICT  
FRESNO UNIFIED SCHOOL DIST  
WASHINGTON UNIFIED SCHOOL DIST  
KERMAN UNIFIED SCHOOL DISTRICT  
KINGSBURG ELEM CHARTER SD  
KINGSBURG JOINT UNION HSD  
KINGS CANYON UNIFIED SCH DIST  
LATON JOINT UNIFIED SCH DIST  
MENDOTA UNIFIED SCH DISTRICT  
MONROE ELEM SCHOOL DISTRICT  
ORANGE CENTER SCHOOL DISTRICT  
PACIFIC UNION ELEM SCH DIST  
PARLIER UNIF SCHOOL DISTRICT  
PINE RIDGE ELEM SCH DIST  
RAISIN CITY ELEM SCHOOL DIST  
RIVERDALE JOINT UNIFIED SD  
SANGER UNIFIED SCHOOL DISTRICT  
SELMA UNIFIED SCH DISTRICT  
CENTRAL UNIFIED SCHOOL DIST  
GOLDEN PLAINS UNIFIED SCH DIST  
WASHINGTON COLONY ELEM SD  
WEST PARK ELEM SCHOOL DISTRICT  
WESTSIDE ELEM SCHOOL DISTRICT  
PRINCETON JOINT UNIF SCH DIST  
CAPAY JOINT UNION ELEM SD  
HAMILTON UNIFIED SCH DIST  
LAKE ELEM SCHOOL DISTRICT  
ORLAND UNIFIED SCHOOL DISTRICT  
PLAZA ELEM SCHOOL DISTRICT  
STONY CREEK JOINT UNIFIED SD  
WILLOWS UNIF SCHOOL DISTRICT  
ARCATA ELEM SCHOOL DISTRICT  
NORTHERN HUMBOLDT UNION HSD  
BIG LAGOON UNION ELEM SCH DIST

BLUE LAKE UNION ELEM SCH DIST  
BRIDGEVILLE ELEM SCHOOL DIST  
CUDDEBACK UNION ELEM SCH DIST  
CUTTEN ELEM SCHOOL DISTRICT  
EUREKA CITY UNIFIED SCH DIST  
FERNDALE UNIFIED SCHOOL DIST  
FIELDBROOK ELEM SCHOOL DIST  
FORTUNA ELEMENTARY SCHOOL DIST  
FORTUNA UNION HIGH SCH DIST  
FRESHWATER ELEM SCHOOL DIST  
GARFIELD ELEM SCHOOL DISTRICT  
GREEN POINT ELEM SCHOOL DIST  
HYDESVILLE ELEM SCHOOL DIST  
JACOBY CREEK CHARTER SCH DIST  
KLAMATH TRINITY JOINT UNIF SD  
KNEELAND ELEM SCHOOL DISTRICT  
LOLETA UNION ELEM SCHOOL DIST  
MATTOLE UNIFIED SCH DISTRICT  
MCKINLEYVILLE UNION SCH DIST  
ORICK ELEMENTARY SCHOOL DIST  
PACIFIC UNION SCHOOL DISTRICT  
PENINSULA UNION SCHOOL DIST  
RIO DELL ELEMENTARY SCH DIST  
SCOTIA UNION SCH DISTRICT  
SOUTH BAY UNION ELEM SCH DIST  
SOUTHERN HUMBOLDT JOINT USD  
TRINIDAD UNION SCH DIST  
BRAWLEY ELEM SCHOOL DISTRICT  
BRAWLEY UNION HIGH SCH DIST  
CALEXICO UNIFIED SCHOOL DIST  
CALIPATRIA UNIFIED SCH DIST  
CENTRAL UNION HIGH SCH DIST  
EL CENTRO ELEM SCHOOL DISTRICT  
HEBER ELEM SCHOOL DISTRICT  
HOLTVILLE UNIFIED SCHOOL DIST  
IMPERIAL UNIFIED SCHOOL DIST  
MAGNOLIA UNION ELEM SCH DIST  
MCCABE UNION ELEM SCHOOL DIST  
MEADOWS UNION ELEM SCH DIST  
MULBERRY ELEM SCHOOL DISTRICT  
SAN PASQUAL VALLEY USD  
SEELEY UNION ELEM SCH DIST  
WESTMORLAND UNION ELEM SD  
BIG PINE UNIFIED SCHOOL DIST  
BISHOP UNIFIED SCHOOL DISTRICT  
DEATH VALLEY UNIFIED SCH DIST  
LONE PINE UNIFIED SCH DIST  
OWENS VALLEY UNIFIED SCH DIST  
ROUND VALLEY JOINT ELEM SD  
ARVIN UNION SCHOOL DISTRICT  
BAKERSFIELD CITY SCH DIST  
BEARDSLEY SCHOOL DISTRICT  
BELRIDGE ELEM SCHOOL DISTRICT

BLAKE ELEM SCHOOL DISTRICT  
BUTTONWILLOW UNION SCH DIST  
CALIENTE UNION SCHOOL DISTRICT  
SIERRA SANDS UNIFIED SCH DIST  
DELANO JOINT UNION HIGH SD  
DELANO UNION SCHOOL DISTRICT  
DIGIORGIO ELEM SCHOOL DISTRICT  
EDISON ELEM SCHOOL DISTRICT  
ELK HILLS ELEM SCHOOL DISTRICT  
EL TEJON UNIFIED SCHOOL DIST  
FAIRFAX SCHOOL DISTRICT  
FRUITVALE SCHOOL DISTRICT  
GENERAL SHAFTER ELEM SCH DIST  
GREENFIELD UNION SCH DIST  
KERN HIGH SCHOOL DISTRICT  
KERNVILLE UNION SCHOOL DIST  
LAKESIDE UNION SCH DISTRICT  
LAMONT SCHOOL DISTRICT  
LINNS VALLEY-POSO FLAT USD  
LOST HILLS UNION SCHOOL DIST  
MAPLE ELEM SCHOOL DISTRICT  
MARICOPA UNIFIED SCHOOL DIST  
MCFARLAND UNIFIED SCH DISTRICT  
MCKITTRICK ELEM SCHOOL DIST  
MIDWAY ELEM SCHOOL DISTRICT  
MOJAVE UNIFIED SCHOOL DIST  
MUROC JOINT UNIFIED SCH DIST  
NORRIS SCHOOL DISTRICT  
PANAMA-BUENA VISTA UNION SD  
POND UNION ELEM SCHOOL DIST  
RICHLAND SCHOOL DISTRICT  
RIO BRAVO-GREELY UNION SD  
ROSEDALE UNION SCHOOL DISTRICT  
SEMITROPIC ELEM SCHOOL DIST  
SOUTHERN KERN UNIFIED SCH DIST  
SOUTH FORK UNION SCH DIST  
STANDARD SCHOOL DISTRICT  
TAFT CITY SCHOOL DISTRICT  
TAFT UNION HIGH SCHOOL DIST  
TEHACHAPI UNIFIED SCHOOL DIST  
VINELAND ELEM SCHOOL DISTRICT  
WASCO UNION ELEM SCH DISTRICT  
WASCO UNION HIGH SCHOOL DIST  
ARMONA UNION ELEM SCHOOL DIST  
CENTRAL UNION ELEM SCH DIST  
CORCORAN JOINT UNIF SCH DIST  
HANFORD ELEM SCHOOL DISTRICT  
HANFORD JOINT UNION HIGH SD  
ISLAND UNION SCH DIST  
KINGS RIVER HARDWICK SCH DIST  
KIT CARSON UNION SCH DISTRICT  
LAKESIDE UNION ELEM SCH DIST  
LEMOORE UNION ELEM SD

LEMOORE UNION HIGH SCH DIST  
PIONEER UNION ELEM SCH DIST  
REEF-SUNSET UNIFIED SCH DIST  
KELSEYVILLE UNIF SCHOOL DIST  
KONOCTI UNIF SCHOOL DISTRICT  
LAKEPORT UNIFIED SCHOOL DIST  
LUCERNE ELEM SCHOOL DISTRICT  
MIDDLETOWN UNIFIED SCHOOL DIST  
UPPER LAKE UNION ELEM SCH DIST  
UPPER LAKE UNION HIGH SCH DIST  
BIG VALLEY JOINT UNIF SCH DIST  
FT SAGE UNIFIED SCH DISTRICT  
JANESVILLE UNION SCH DISTRICT  
JOHNSTONVILLE ELEM SCH DIST  
LASSEN UNION HIGH SCHOOL DIST  
RICHMOND ELEM SCHOOL DISTRICT  
SHAFFER UNION ELEM SCH DIST  
SUSANVILLE SCHOOL DISTRICT  
WESTWOOD UNIF SCHOOL DISTRICT  
ABC UNIFIED SCHOOL DISTRICT  
ALHAMBRA UNIFIED SCHOOL DIST  
ANTELOPE VALLEY UNION HIGH SD  
ARCADIA UNIFIED SCHOOL DIST  
AZUSA UNIFIED SCHOOL DISTRICT  
BALDWIN PARK UNIFIED SCH DIST  
BASSETT UNIFIED SCHOOL DIST  
BELLFLOWER UNIFIED SCHOOL DIST  
BEVERLY HILLS UNIFIED SCH DIST  
BURBANK UNIFIED SCHOOL DIST  
BONITA UNIFIED SCHOOL DISTRICT  
CASTAIC UNION SCHOOL DIST  
CENTINELA VALLEY UNION HSD  
CHARTER OAK UNIFIED SCH DIST  
CLAREMONT UNIFIED SCHOOL DIST  
COMPTON UNIFIED SCHOOL DIST  
COVINA VALLEY UNIFIED SCH DIST  
CULVER CITY UNIFIED SCH DIST  
DOWNEY UNIFIED SCHOOL DISTRICT  
DUARTE UNIFIED SCHOOL DISTRICT  
EAST WHITTIER CITY SCHOOL DIST  
EL MONTE CITY SCHOOL DISTRICT  
EL MONTE UNION HIGH SCH DIST  
EASTSIDE UNION SCHOOL DISTRICT  
EL RANCHO UNIFIED SCHOOL DIST  
EL SEGUNDO UNIFIED SD  
GARVEY SCHOOL DISTRICT  
GLENDALE UNIFIED SCHOOL DIST  
GLENORA UNIFIED SCHOOL DIST  
GORMAN ELEM SCHOOL DISTRICT  
HACIENDA-LA PUENTE USD  
HAWTHORNE SCHOOL DISTRICT  
HERMOSA BEACH CITY SCH DIST  
HUGHES-ELIZABETH LAKES USD

INGLEWOOD UNIFIED SCHOOL DIST  
KEPPEL UNION SCHOOL DISTRICT  
LA CANADA UNIFIED SCHOOL DIST  
LANCASTER ELEM SCHOOL DIST  
LAS VIRGENES UNIFIED SCH DIST  
LAWNDALE ELEM SCHOOL DISTRICT  
LENNOX SCHOOL DISTRICT  
LITTLE LAKE CITY SCHOOL DIST  
LONG BEACH UNIFIED SCHOOL DIST  
LOS ANGELES UNIF SCH DIST  
LOS NIETOS ELEM SCHOOL DIST  
LOWELL JOINT SCHOOL DISTRICT  
LYNWOOD UNIFIED SCHOOL DIST  
MANHATTAN BEACH UNIF SCH DIST  
MONROVIA UNIFIED SCHOOL DIST  
MONTEBELLO UNIFIED SCHOOL DIST  
MOUNTAIN VIEW SCHOOL DISTRICT  
NEWHALL SCHOOL DISTRICT  
NORWALK LA MIRADA UNIFIED SD  
PALMDALE SCHOOL DISTRICT  
PALOS VERDES PENINSULA UNIF SD  
PARAMOUNT UNIFIED SCHOOL DIST  
PASADENA UNIFIED SCHOOL DIST  
POMONA UNIFIED SCHOOL DISTRICT  
REDONDO BEACH UNIFIED SCH DIST  
ROSEMEAD SCHOOL DISTRICT  
ROWLAND UNIFIED SCH DISTRICT  
SAN GABRIEL UNIFIED SCH DIST  
SAN MARINO UNIFIED SCHOOL DIST  
SANTA MONICA-MALIBU UNIF SD  
SAUGUS UNION SCH DISTRICT  
ACTON AGUA DULCE UNIF SCH DIST  
SOUTH PASADENA UNIF SCH DIST  
SOUTH WHITTIER SCHOOL DISTRICT  
SULPHUR SPRINGS UNION ELEM SD  
TEMPLE CITY UNIFIED SCH DIST  
TORRANCE UNIFIED SCH DIST  
VALLE LINDO ELEM SCHOOL DIST  
WALNUT VALLEY UNIFIED SCH DIST  
WEST COVINA UNIF SCH DISTRICT  
WESTSIDE UNION SCHOOL DIST  
WHITTIER CITY SCHOOL DISTRICT  
WHITTIER UNION HIGH SCH DIST  
WILLIAM S HART UNION HS DIST  
WILSONA SCHOOL DISTRICT  
WISEBURN SCHOOL DISTRICT  
ALVIEW DAIRYLAND UNION SD  
CHOWCHILLA SCHOOL DISTRICT  
CHOWCHILLA UNION HSD  
MADERA UNIFIED SCHOOL DISTRICT  
BASS LAKE JOINT UNION ELEM SD  
RAYMOND KNOWLES ELEM SCH DIST  
YOSEMITE UNIFIED SCHOOL DIST

BOLINAS STINSON UNION SCH DIST  
DIXIE SCHOOL DISTRICT  
KENTFIELD SCHOOL DISTRICT  
LAGUNA JOINT ELEM SCHOOL DIST  
LAGUNITAS ELEM SCHOOL DIST  
LARKSPUR SCHOOL DISTRICT  
LINCOLN ELEM SCHOOL DISTRICT  
MILL VALLEY SCHOOL DISTRICT  
NICASIO SCHOOL DISTRICT  
NOVATO UNIF SCHOOL DISTRICT  
REED UNION SCHOOL DISTRICT  
ROSS ELEM SCHOOL DISTRICT  
ROSS VALLEY SCHOOL DISTRICT  
SAN RAFAEL ELEM SCH DISTRICT  
SAUSALITO MARIN CITY SCH DIST  
SHORELINE UNIFIED SCHOOL DIST  
TAMALPAIS UNION HIGH SCH DIST  
UNION JOINT ELEM SCH DISTRICT  
MARIPOSA CO UNIFIED SCH DIST  
ANDERSON VALLEY UNIF SCH DIST  
ARENA UNION ELEM SCHOOL DIST  
FT BRAGG UNIF SCH DISTRICT  
MANCHESTER UNION ELEM SCH DIST  
MENDOCINO UNIFIED SCHOOL DIST  
POINT ARENA JOINT UNION HSD  
ROUND VALLEY UNIF SCH DISTRICT  
UKIAH UNIFIED SCHOOL DISTRICT  
WILLITS UNIF SCHOOL DISTRICT  
ATWATER ELEM SCHOOL DISTRICT  
BALLICO CRESSEY ELEM SCH DIST  
DELHI UNIFIED SCHOOL DISTRICT  
DOS PALOS-ORO LOMAS JOINT USD  
EL NIDO ELEM SCHOOL DISTRICT  
HILMAR UNIFIED SCHOOL DISTRICT  
MERCED RIVER UNION ELEM SD  
LE GRAND UNION ELEM SCH DIST  
LE GRAND UNION HIGH SCH DIST  
LIVINGSTON UNION SCHOOL DIST  
LOS BANOS UNIFIED SCH DISTRICT  
MCSWAIN ELEM SCHOOL DISTRICT  
MERCED CITY SCHOOL DISTRICT  
MERCED UNION HIGH SCHOOL DIST  
PLAINSBURG UNION ELEM SCH DIST  
PLANADA ELEMENTARY SCHOOL DIST  
SNELLING-MERCED FALLS ELEM SD  
WEAVER UNION SCHOOL DISTRICT  
WINTON SCHOOL DISTRICT  
GUSTINE UNIFIED SCHOOL DIST  
MODOC JOINT UNIFIED SCH DIST  
SURPRISE VALLEY JOINT UNIF SD  
TULELAKE BASIN JOINT UNIF SD  
EASTERN SIERRA UNIF SCH DIST  
MAMMOTH UNIFIED SCHOOL DIST

ALISAL UNION ELEM SCH DISTRICT  
BRADLEY UNION ELEM SCHOOL DIST  
CARMEL UNIFIED SCHOOL DISTRICT  
CHUALAR UNION ELEM SCH DIST  
GONZALES UNIFIED SCH DISTRICT  
GRAVES ELEM SCHOOL DISTRICT  
GREENFIELD UNION SCH DISTRICT  
KING CITY UNION SCHOOL DIST  
SOUTH MONTEREY CO HS DIST  
LAGUNITA SCHOOL DISTRICT  
MISSION UNION ELEM SCHOOL DIST  
MONTEREY PENINSULA UNIFIED SD  
NORTH MONTEREY CO UNIF SD  
BIG SUR UNIFIED SCH DISTRICT  
PACIFIC GROVE UNIFIED SCH DIST  
SALINAS CITY ELEM SCH DISTRICT  
SALINAS UNION HIGH SCHOOL DIST  
SAN ANTONIO UNION ELEM SD  
SAN ARDO UNION ELEM SCH DIST  
SAN LUCAS UNION ELEM SCH DIST  
SANTA RITA UNION SCHOOL DIST  
SOLEDAD UNIFIED SCH DISTRICT  
SPRECKELS UNION SCHOOL DIST  
WASHINGTON UNION SCHOOL DIST  
CALISTOGA JOINT UNIFIED SD  
HOWELL MOUNTAIN ELEM SCH DIST  
NAPA VALLEY UNIFIED SCH DIST  
POPE VALLEY UNION ELEM SD  
ST HELENA UNIFIED SCHOOL DIST  
CHICAGO PARK ELEM SCH DIST  
CLEAR CREEK ELEM SCHOOL DIST  
GRASS VALLEY SCHOOL DISTRICT  
NEVADA CITY ELEM SCH DISTRICT  
NEVADA JOINT UNION HIGH SD  
TWIN RIDGES ELEM SCH DIST  
PLEASANT RIDGE UNION SCH DIST  
PLEASANT VALLEY SCH DISTRICT  
READY SPRINGS UNION ELEM SD  
UNION HILL ELEM SCH DIST  
SADDLEBACK VALLEY UNIFIED SD  
ANAHEIM CITY SCHOOL DISTRICT  
ANAHEIM UNION HIGH SCH DIST  
BREA-OLINDA UNIFIED SCH DIST  
BUENA PARK SCHOOL DISTRICT  
CAPISTRANO UNIFIED SCHOOL DIST  
CENTRALIA ELEM SCHOOL DISTRICT  
CYPRESS SCHOOL DISTRICT  
FOUNTAIN VALLEY SCHOOL DIST  
FULLERTON SCHOOL DISTRICT  
FULLERTON JOINT UNION HSD  
GARDEN GROVE UNIF SCHOOL DIST  
HUNTINGTON BEACH CITY SD  
HUNTINGTON BEACH UNION HS DIST



LAGUNA BEACH UNIFIED SCH DIST  
LA HABRA CITY SCHOOL DISTRICT  
LOS ALAMITOS UNIFIED SCH DIST  
MAGNOLIA SCHOOL DISTRICT  
NEWPORT MESA UNIFIED SCH DIST  
OCEAN VIEW SCHOOL DISTRICT  
ORANGE UNIFIED SCHOOL DIST  
PLACENTIA YORBA LINDA USD  
IRVINE UNIF SCHOOL DISTRICT  
SANTA ANA UNIFIED SCH DISTRICT  
SAVANNA SCHOOL DISTRICT  
TUSTIN UNIFIED SCHOOL DIST  
WESTMINSTER SCHOOL DISTRICT  
ACKERMAN CHARTER SCHOOL DIST  
ALTA DUTCH FLAT ELEM SCH DIST  
AUBURN UNION SCHOOL DISTRICT  
COLFAX ELEM SCHOOL DISTRICT  
DRY CREEK JOINT ELEM SCH DIST  
EUREKA UNION SCHOOL DISTRICT  
FORESTHILL UNION SCH DISTRICT  
LOOMIS UNION SCHOOL DISTRICT  
NEWCASTLE ELEM SCHOOL DISTRICT  
PLACER HILLS UNION SCH DIST  
PLACER UNION HIGH SCHOOL DIST  
ROCKLIN UNIFIED SCH DISTRICT  
ROSEVILLE CITY SCHOOL DISTRICT  
ROSEVILLE JOINT UNION HSD  
TAHOE TRUCKEE UNIFIED SCH DIST  
WESTERN PLACER UNIF SCH DIST  
PLUMAS UNIFIED SCHOOL DISTRICT  
ALVORD UNIFIED SCHOOL DISTRICT  
BANNING UNIFIED SCHOOL DIST  
BEAUMONT UNIFIED SCH DISTRICT  
COACHELLA VALLEY UNIF SCH DIST  
CORONA-NORCO UNIF SCH DIST  
DESERT CENTER UNIF SCHOOL DIST  
DESERT SANDS UNIF SCHOOL DIST  
LAKE ELSINORE UNIFIED SCH DIST  
HEMET UNIFIED SCHOOL DISTRICT  
JURUPA UNIFIED SCHOOL DISTRICT  
MENIFEE UNION SCHOOL DISTRICT  
MORENO VALLEY UNIFIED SCH DIST  
MURRIETA VALLEY UNIF SCH DIST  
NUVIEW UNION SCHOOL DISTRICT  
PALM SPRINGS UNIF SCHOOL DIST  
PALO VERDE UNIFIED SCHOOL DIST  
PERRIS ELEMENTARY SCHOOL DIST  
PERRIS UNION HIGH SCHOOL DIST  
RIVERSIDE UNIFIED SCH DIST  
ROMOLAND SCHOOL DISTRICT  
SAN JACINTO UNIFIED SCH DIST  
TEMECULA VALLEY UNIF SCH DIST  
VAL VERDE UNIFIED SCHOOL DIST

ARCOHE UNION SCHOOL DISTRICT  
CENTER JOINT UNIF SCH DIST  
ELK GROVE UNIF SCHOOL DISTRICT  
ELVERTA JOINT ELEM SCH DIST  
FOLSOM-CORDOVA UNIF SCH DIST  
GALT JOINT UNION ELEM SCH DIST  
GALT JOINT UNION HIGH SD  
NATOMAS UNIFIED SCHOOL DIST  
TWIN RIVERS UNIFIED SCH DIST  
RIVER DELTA UNIFIED SCH DIST  
ROBLA ELEM SCHOOL DISTRICT  
SACRAMENTO CITY UNIF SCH DIST  
SAN JUAN UNIFIED SCHOOL DIST  
BITTERWATER TULLY UNION ESD  
CIENEGA UNION ELEM SCHOOL DIST  
HOLLISTER SCHOOL DISTRICT  
JEFFERSON SCHOOL DISTRICT  
NORTH CO JOINT UNION SD  
PANOCHE ELEM SCHOOL DISTRICT  
SAN BENITO HIGH SCH DISTRICT  
AROMAS-SAN JUAN UNIF SCH DIST  
SOUTHSIDE ELEM SCHOOL DISTRICT  
TRES PINOS UNION SCH DIST  
WILLOW GROVE UNION ELEM SD  
ADELANTO SCHOOL DISTRICT  
ALTA LOMA ELEM SCHOOL DISTRICT  
APPLE VALLEY UNIFIED SCH DIST  
BARSTOW UNIFIED SCHOOL DIST  
BEAR VALLEY UNIFIED SCH DIST  
CENTRAL SCHOOL DISTRICT  
CHAFFEY JOINT UNION HS DIST  
CHINO VALLEY UNIFIED SCH DIST  
COLTON JOINT UNIF SCH DISTRICT  
CUCAMONGA SCHOOL DISTRICT  
ETIWANDA SCHOOL DISTRICT  
FONTANA UNIF SCHOOL DISTRICT  
HELENDALE SCHOOL DIST  
HESPERIA UNIFIED SCHOOL DIST  
LUCERNE VALLEY UNIF SCH DIST  
MORONGO UNIFIED SCHOOL DIST  
MOUNTAIN VIEW SCHOOL DISTRICT  
MT BALDY JOINT ELEM SCH DIST  
NEEDLES UNIF SCHOOL DISTRICT  
ONTARIO-MONTCLAIR SCHOOL DIST  
ORO GRANDE ELEMENTARY SCH DIST  
REDLANDS UNIF SCHOOL DISTRICT  
RIALTO UNIFIED SCHOOL DISTRICT  
RIM OF THE WORLD UNIF SCH DIST  
SAN BERNARDINO CITY UNIFIED SD  
TRONA JOINT UNIFIED SCH DIST  
UPLAND UNIFIED SCHOOL DIST  
VICTOR ELEMENTARY SCHOOL DIST  
VICTOR VALLEY UNION HS DIST

SNOWLINE JOINT UNIFIED SD  
YUCAIPA-CALIMESA JOINT USD  
ALPINE UNION ELEM SCH DIST  
BONSALL UNION ELEM SCH DIST  
BORREGO SPRINGS UNIF SCH DIST  
CAJON VALLEY UNION SCH DIST  
CARDIFF ELEM SCHOOL DISTRICT  
CARLSBAD UNIFIED SCHOOL DIST  
CHULA VISTA ELEM SCH DIST  
CORONADO UNIF SCHOOL DISTRICT  
DEHESA ELEM SCHOOL DISTRICT  
DEL MAR UNION SCHOOL DISTRICT  
ENCINITAS UNION SCH DISTRICT  
ESCONDIDO UNION ELEM SCH DIST  
ESCONDIDO UNION HIGH SCH DIST  
FALLBROOK UNION ELEM SCH DIST  
FALLBROOK UNION HS DISTRICT  
GROSSMONT UNION HIGH SCH DIST  
JAMUL-DULZURA UNION SCH DIST  
JULIAN UNION SCHOOL DISTRICT  
JULIAN UNION HIGH SCH DIST  
LAKESIDE UNION SCHOOL DISTRICT  
LA MESA SPRING VALLEY SCH DIST  
LEMON GROVE SCHOOL DISTRICT  
MOUNTAIN EMPIRE UNIF SCH DIST  
NATIONAL SCHOOL DISTRICT  
OCEANSIDE UNIFIED SCHOOL DIST  
POWAY UNIFIED SCHOOL DISTRICT  
RAMONA UNIFIED SCHOOL DISTRICT  
RANCHO SANTA FE SCHOOL DIST  
SAN MARCOS UNIFIED SCH DIST  
SAN DIEGO UNIFIED SCHOOL DIST  
SAN DIEGUITO UNION HS DISTRICT  
SANTEE SCHOOL DISTRICT  
SAN YSIDRO SCHOOL DISTRICT  
SOLANA BEACH SCHOOL DISTRICT  
SOUTH BAY UNION SCHOOL DIST  
SPENCER VALLEY SCHOOL DISTRICT  
SWEETWATER UNION HIGH SCH DIST  
VALLECITOS ELEM SCHOOL DIST  
VALLEY CENTER-PAUMA UNIFIED SD  
VISTA UNIFIED SCHOOL DISTRICT  
WARNER UNIFIED SCHOOL DISTRICT  
SAN PASQUAL UNION SCH DISTRICT  
SAN FRANCISCO UNIFIED SCH DIST  
BANTA ELEM SCHOOL DISTRICT  
ESCALON UNIF SCHOOL DISTRICT  
JEFFERSON ELEM SCHOOL DIST  
LAMMERSVILLE UNIFIED SCH DIST  
LINCOLN UNIFIED SCHOOL DIST  
LINDEN UNIFIED SCHOOL DIST  
LODI UNIFIED SCHOOL DISTRICT  
MANTECA UNIFIED SCHOOL DIST

NEW HOPE ELEM SCHOOL DIST  
NEW JERUSALEM ELEM SCH DIST  
OAK VIEW ELEM SCHOOL DISTRICT  
RIPON UNIF SCHOOL DISTRICT  
STOCKTON UNIF SCHOOL DISTRICT  
TRACY UNIFIED SCHOOL DISTRICT  
ATASCADERO UNIFIED SCH DIST  
COAST UNIFIED SCHOOL DISTRICT  
CAYUCOS ELEM SCHOOL DISTRICT  
LUCIA MAR UNIFIED SCHOOL DIST  
PASO ROBLES JOINT UNIFIED SD  
PLEASANT VALLEY JOINT ELEM SD  
SAN LUIS COASTAL UNIF SCH DIST  
SAN MIGUEL JOINT UNION ESD  
SHANDON JOINT UNIFIED SCH DIST  
TEMPLETON UNIFIED SCHOOL DIST  
BAYSHORE SCHOOL DISTRICT  
BELMONT-REDWOOD SHORES SD  
BRISBANE ELEM SCHOOL DISTRICT  
BURLINGAME ELEM SCH DISTRICT  
CABRILLO UNIFIED SCHOOL DIST  
HILLSBOROUGH CITY SCH DISTRICT  
JEFFERSON ELEM SCHOOL DISTRICT  
JEFFERSON UNION HIGH SCH DIST  
PACIFICA SCHOOL DISTRICT  
LA HONDA-PESCADERO UNIF SD  
LAS LOMITAS ELEM SCH DISTRICT  
MENLO PARK CITY SCH DISTRICT  
MILLBRAE SCHOOL DISTRICT  
PORTOLA VALLEY SCHOOL DISTRICT  
RAVENSWOOD CITY ELEM SCH DIST  
REDWOOD CITY SCHOOL DISTRICT  
SAN BRUNO PARK SCHOOL DISTRICT  
SAN CARLOS SCHOOL DISTRICT  
SAN MATEO-FOSTER CITY SCH DIST  
SAN MATEO UNION HIGH SCH DIST  
SEQUOIA UNION HIGH SCH DIST  
SOUTH SAN FRANCISCO UNIFIED SD  
WOODSIDE SCHOOL DISTRICT  
BALLARD ELEM SCHOOL DISTRICT  
BLOCHMAN UNION SCHOOL DISTRICT  
BUELLTON UNION SCHOOL DISTRICT  
CARPINTERIA UNIFIED SCH DIST  
COLD SPRING SCHOOL DISTRICT  
COLLEGE ELEMENTARY SCHOOL DIST  
CUYAMA JOINT UNIFIED SCH DIST  
GOLETA UNION SCHOOL DISTRICT  
GUADALUPE UNION SCH DISTRICT  
HOPE ELEM SCHOOL DISTRICT  
LOMPOC UNIFIED SCHOOL DIST  
LOS OLIVOS SCHOOL DISTRICT  
MONTECITO UNION SCH DIST  
ORCUTT UNION SCHOOL DISTRICT

SANTA BARBARA SCHOOL DISTRICT  
SANTA MARIA-BONITA SCHOOL DIST  
SANTA MARIA JOINT UNION HSD  
SANTA YNEZ VALLEY UNION HSD  
SOLVANG ELEM SCHOOL DISTRICT  
VISTA DEL MAR UNION SCH DIST  
BERRYESSA UNION SCHOOL DIST  
CAMBRIAN SCHOOL DISTRICT  
CAMPBELL UNION SCHOOL DISTRICT  
CAMPBELL UNION HIGH SCH DIST  
CUPERTINO UNION SCHOOL DIST  
EAST SIDE UNION HIGH SCH DIST  
EVERGREEN SCHOOL DISTRICT  
FRANKLIN-MCKINLEY SCH DISTRICT  
FREMONT UNION HIGH SCHOOL DIST  
GILROY UNIFIED SCHOOL DIST  
LAKESIDE JOINT SCHOOL DIST  
LOMA PRIETA JT UNION ELEM SD  
LOS ALTOS SCHOOL DISTRICT  
LOS GATOS-SARATOGA JOINT UHSD  
LOS GATOS UNION SCH DISTRICT  
LUTHER BURBANK SCHOOL DISTRICT  
MILPITAS UNIFIED SCHOOL DIST  
MORELAND SCHOOL DISTRICT  
MORGAN HILL UNIFIED SCH DIST  
MOUNTAIN VIEW-LOS ALTOS HSD  
MT PLEASANT ELEM SCHOOL DIST  
OAK GROVE SCHOOL DISTRICT  
ORCHARD SCHOOL DISTRICT  
PALO ALTO UNIFIED SCHOOL DIST  
SAN JOSE UNIFIED SCHOOL DIST  
SANTA CLARA UNIFIED SCH DIST  
SUNNYVALE SCHOOL DISTRICT  
UNION SCHOOL DISTRICT  
MOUNTAIN VIEW-WHISMAN SCH DIST  
SARATOGA UNION SCHOOL DIST  
ALUM ROCK ELEM SCHOOL DISTRICT  
BONNY DOON UNION ELEM SCH DIST  
HAPPY VALLEY ELEM SCHOOL DIST  
LIVE OAK SCHOOL DISTRICT  
MOUNTAIN ELEM SCHOOL DISTRICT  
PACIFIC ELEM SCHOOL DISTRICT  
PAJARO VALLEY UNIF SCH DIST  
SAN LORENZO VALLEY UNIFIED SD  
SANTA CRUZ CITY SCH DISTRICT  
SCOTTS VALLEY UNIFIED SCH DIST  
SOQUEL UNION ELEM SCH DISTRICT  
ANDERSON UNION HIGH SCH DIST  
BELLA VISTA ELEM SCH DISTRICT  
BLACK BUTTE UNION ELEM SD  
GATEWAY UNIFIED SCH DISTRICT  
CASCADE UNION ELEM SCH DIST  
CASTLE ROCK UNION ELEM SD

MOUNTAIN UNION SCH DIST  
COLUMBIA ELEM SCHOOL DISTRICT  
COTTONWOOD UNION ELEM SCH DIST  
ENTERPRISE ELEM SCH DISTRICT  
FALL RIVER JOINT UNIF SCH DIST  
FRENCH GULCH-WHISKEYTOWN SD  
GRANT ELEM SCHOOL DISTRICT  
HAPPY VALLEY UNION SCH DIST  
IGO-ONO-PLATINA UNION SCH DIST  
INDIAN SPRINGS ELEM SCH DIST  
JUNCTION ELEM SCHOOL DISTRICT  
MILLVILLE ELEM SCHOOL DISTRICT  
NORTH COW CREEK ELEM SCH DIST  
OAK RUN ELEM SCHOOL DISTRICT  
PACHECO UNION ELEM SCH DIST  
REDDING SCHOOL DISTRICT  
SHASTA UNION ELEM SCH DISTRICT  
SHASTA UNION HIGH SCH DISTRICT  
WHITMORE UNION ELEM SCH DIST  
SIERRA PLUMAS JOINT UNIF SD  
BIG SPRINGS UNION ELEM SD  
BOGUS ELEM SCHOOL DISTRICT  
BUTTEVILLE UNION ELEM SCH DIST  
DELPHIC ELEM SCHOOL DISTRICT  
DUNSMUIR ELEM SCHOOL DISTRICT  
DUNSMUIR JOINT UNION HS DIST  
SCOTT VALLEY UNIFIED SCH DIST  
FORKS OF SALMON ELEM SCH DIST  
GAZELLE UNION ELEM SCHOOL DIST  
GRENADA ELEM SCHOOL DISTRICT  
HAPPY CAMP UNION ELEM SCH DIST  
HORN BROOK ELEM SCHOOL DISTRICT  
JUNCTION ELEM SCHOOL DISTRICT  
KLAMATH RIVER UNION ELEM SD  
LITTLE SHASTA ELEM SCH DIST  
BUTTE VALLEY UNIFIED SCH DIST  
MCCLOUD UNION ELEM SCH DIST  
MONTAGUE ELEM SCHOOL DIST  
MT SHASTA UNION SCHOOL DIST  
SEIAD ELEM SCHOOL DISTRICT  
SISKIYOU UNION HIGH SCH DIST  
WEED UNION ELEM SCHOOL DIST  
WILLOW CREEK ELEM SCHOOL DIST  
YREKA UNION ELEM SCHOOL DIST  
YREKA UNION HIGH SCHOOL DIST  
BENICIA UNIFIED SCHOOL DIST  
DIXON UNIFIED SCHOOL DISTRICT  
FAIRFIELD-SUISUN UNIF SCH DIST  
TRAVIS UNIFIED SCHOOL DIST  
VACAVILLE UNIF SCHOOL DISTRICT  
VALLEJO CITY UNIFIED SCH DIST  
ALEXANDER VALLEY UNION SD  
WEST SONOMA CO UNION HSD

BELLEVUE UNION SCH DIST  
BENNETT VALLEY UNION SCH DIST  
CINNABAR ELEM SCHOOL DISTRICT  
CLOVERDALE UNIF SCH DISTRICT  
COTATI-ROHNERT PARK UNIF SD  
DUNHAM ELEM SCHOOL DISTRICT  
FORESTVILLE UNION SCH DISTRICT  
FT ROSS ELEM SCHOOL DISTRICT  
GEYSERVILLE UNIFIED SCH DIST  
GRAVENSTEIN UNION SCHOOL DIST  
GUERNEVILLE ELEM SCHOOL DIST  
HARMONY UNION SCHOOL DISTRICT  
HEALDSBURG UNIFIED SCH DIST  
HORICON SCHOOL DISTRICT  
KENWOOD ELEM SCHOOL DISTRICT  
LIBERTY ELEM SCHOOL DISTRICT  
MARK WEST UNION SCHOOL DIST  
MONTE RIO UNION SCH DISTRICT  
MONTGOMERY ELEM SCHOOL DIST  
OAK GROVE UNION SCH DISTRICT  
OLD ADOBE UNION SCH DISTRICT  
PETALUMA CITY SCHOOL DISTRICT  
PINER-OLIVET UNION SCH DIST  
RINCON VALLEY UNION SCH DIST  
ROSELAND SCHOOL DISTRICT  
SANTA ROSA CITY SCHOOL DIST  
SEBASTOPOL UNION SCH DISTRICT  
SONOMA VALLEY UNIFIED SCH DIST  
TWIN HILLS UNION SCH DISTRICT  
TWO ROCK UNION ELEM SCH DIST  
WAUGH ELEM SCHOOL DISTRICT  
WEST SIDE UNION ELEM SCH DIST  
WILMAR UNION ELEM SCHOOL DIST  
WINDSOR UNIFIED SCH DISTRICT  
WRIGHT ELEM SCHOOL DISTRICT  
NEWMAN CROWS LANDING UNIF SD  
CERES UNIFIED SCHOOL DISTRICT  
CHATOM UNION SCHOOL DISTRICT  
DENAIR UNIF SCHOOL DISTRICT  
EMPIRE UNION ELEM SCH DISTRICT  
GRATTON ELEM SCHOOL DISTRICT  
HART-RANSOM UNION SCH DISTRICT  
HICKMAN CMTY CHARTER DIST  
HUGHSON UNIFIED SCHOOL DIST  
KEYES UNION ELEM SCHOOL DIST  
KNIGHTS FERRY ELEM SCH DIST  
MODESTO CITY SCHOOL DISTRICT  
OAKDALE JOINT UNIFIED SCH DIST  
PARADISE ELEM SCHOOL DISTRICT  
PATTERSON JOINT UNIF SCH DIST  
RIVERBANK UNIFIED SCH DISTRICT  
ROBERTS FERRY UNION ELEM SD  
SALIDA UNION SCHOOL DISTRICT

SHILOH ELEM SCHOOL DISTRICT  
STANISLAUS UNION SCH DISTRICT  
SYLVAN UNION SCHOOL DISTRICT  
TURLOCK UNIFIED SCH DISTRICT  
VALLEY HOME JOINT SCHOOL DIST  
WATERFORD UNIFIED SCH DISTRICT  
BRITTAN ELEM SCHOOL DISTRICT  
BROWNS ELEM SCHOOL DISTRICT  
EAST NICOLAUS JT UNION HS DIST  
FRANKLIN ELEM SCHOOL DISTRICT  
LIVE OAK UNIFIED SCHOOL DIST  
MARCUM-ILLINOIS UNION SCH DIST  
MERIDIAN ELEM SCHOOL DISTRICT  
NUESTRO ELEM SCHOOL DISTRICT  
PLEASANT GROVE JT USD  
SUTTER UNION HIGH SCHOOL DIST  
WINSHIP-ROBBINS SCHOOL DIST  
YUBA CITY UNIF SCHOOL DISTRICT  
ANTELOPE ELEM SCHOOL DISTRICT  
CORNING UNION ELEM SCHOOL DIST  
CORNING UNION HIGH SCHOOL DIST  
ELKINS ELEM SCHOOL DISTRICT  
EVERGREEN UNION SCH DISTRICT  
FLOURNOY UNION ELEM SCH DIST  
GERBER UNION ELEM SCHOOL DIST  
KIRKWOOD ELEM SCHOOL DISTRICT  
LASSEN VIEW UNION SCHOOL DIST  
LOS MOLINOS UNIFIED SCH DIST  
RED BLUFF UNION ELEM SCH DIST  
RED BLUFF JOINT UNION HSD  
REEDS CREEK SCHOOL DISTRICT  
RICHFIELD ELEM SCHOOL DISTRICT  
BURNT RANCH SCHOOL DISTRICT  
COFFEE CREEK ELEM SCHOOL DIST  
COX BAR ELEM SCHOOL DISTRICT  
DOUGLAS CITY ELEM SCHOOL DIST  
JUNCTION CITY ELEM SCHOOL DIST  
LEWISTON ELEM SCHOOL DISTRICT  
TRINITY CENTER ELEM SCH DIST  
TRINITY ALPS UNIFIED SCH DIST  
ALLENSWORTH ELEM SCHOOL DIST  
ALPAUGH UNIFIED SCHOOL DIST  
ALTA VISTA ELEM SCHOOL DIST  
BUENA VISTA ELEM SCHOOL DIST  
BURTON SCHOOL DISTRICT  
CITRUS SOUTH TULE SCH DISTRICT  
COLUMBINE ELEM SCHOOL DIST  
CUTLER OROSI JOINT UNIF SD  
DINUBA UNIFIED SCHOOL DISTRICT  
DUCOR UNION ELEM SCHOOL DIST  
EARLIMART SCHOOL DISTRICT  
EXETER UNIFIED SCHOOL DISTRICT  
FARMERSVILLE UNIFIED SCH DIST



HOPE ELEM SCHOOL DISTRICT  
HOT SPRINGS ELEM SCH DISTRICT  
KINGS RIVER UNION ELEM SD  
LIBERTY ELEM SCHOOL DISTRICT  
LINDSAY UNIFIED SCHOOL DIST  
MONSON SULTANA JOINT UNION ESD  
OAK VALLEY UNION ELEM SCH DIST  
OUTSIDE CREEK ELEM SCHOOL DIST  
PALO VERDE UNION ELEM SCH DIST  
PIXLEY UNION ELEM SCH DISTRICT  
PLEASANT VIEW ELEM SCH DIST  
RICHGROVE ELEM SCHOOL DISTRICT  
ROCKFORD ELEM SCHOOL DISTRICT  
SAUCELITO ELEM SCHOOL DISTRICT  
SEQUOIA UNION ELEM SCHOOL DIST  
SPRINGVILLE UNION SCHOOL DIST  
STONE CORRAL ELEM SCHOOL DIST  
STRATHMORE UNION ELEM SCH DIST  
SUNDALE UNION ELEM SCH DIST  
SUNNYSIDE UNION ELEM SCH DIST  
TERRA BELLA UNION ELEM SD  
THREE RIVERS UNION ELEM SD  
TIPTON ELEM SCHOOL DISTRICT  
TRAVER JOINT ELEM SCHOOL DIST  
TULARE CITY SCHOOL DISTRICT  
TULARE JOINT UNION HIGH SD  
VISALIA UNIF SCHOOL DISTRICT  
WAUKENA JOINT UNION ELEM SD  
WOODLAKE UNIFIED SCHOOL DIST  
WOODVILLE UNION SCH DISTRICT  
JAMESTOWN ELEM SCHOOL DISTRICT  
BIG OAK FLAT GROVELAND USD  
BELLEVIEW ELEM SCHOOL DIST  
COLUMBIA UNION SCHOOL DISTRICT  
CURTIS CREEK ELEM SCH DIST  
SONORA SCHOOL DISTRICT  
SONORA UNION HIGH SCHOOL DIST  
SOULSBYVILLE ELEM SCHOOL DIST  
SUMMERSVILLE ELEM SCHOOL DIST  
SUMMERSVILLE UNION HS DIST  
TWIN HARTE LONG BARN UNION SD  
BRIGGS ELEM SCHOOL DISTRICT  
FILLMORE UNIFIED SCHOOL DIST  
HUENEME ELEM SCHOOL DISTRICT  
MESA UNION ELEM SCHOOL DIST  
MOORPARK UNIFIED SCHOOL DIST  
MUPU ELEMENTARY SCHOOL DIST  
OCEAN VIEW SCHOOL DISTRICT  
OJAI UNIFIED SCHOOL DISTRICT  
OXNARD ELEM SCHOOL DISTRICT  
OXNARD UNION HIGH SCHOOL DIST  
PLEASANT VALLEY SCH DISTRICT

RIO ELEMENTARY SCH DISTRICT  
SANTA CLARA ELEM SCHOOL DIST  
SANTA PAULA UNIFIED SCH DIST  
SIMI VALLEY UNIFIED SCH DIST  
SOMIS UNION ELEM SCHOOL DIST  
CONEJO VALLEY UNIF SCH DIST  
VENTURA UNIF SCHOOL DISTRICT  
DAVIS JOINT UNIF SCHOOL DIST  
ESPARTO UNIF SCHOOL DISTRICT  
WASHINGTON UNIFIED SCHOOL DIST  
WINTERS JOINT UNIF SCHOOL DIST  
WOODLAND JOINT UNIFIED SD  
CAMPTONVILLE ELEM SCHOOL DIST  
MARYSVILLE JOINT UNIF SCH DIST  
PLUMAS LAKE ELEM SCHOOL DIST  
WHEATLAND SCHOOL DISTRICT  
WHEATLAND UNION HIGH SCH DIST  
SOUTHERN TRINITY JOINT UNIF SD  
BAKER VALLEY UNIFIED SCH DIST  
MAPLE CREEK ELEM SCHOOL DIST  
RAVENDALE-TERMO ELEM SCH DIST  
POTTER VALLEY CMTY USD  
OAK PARK UNIFIED SCHOOL DIST  
SILVER VALLEY UNIFIED SCH DIST  
LAYTONVILLE UNIFIED SCH DIST  
MOUNTAIN VALLEY UNIF SCH DIST  
PORTERVILLE UNIFIED SCH DIST  
LEGGETT VALLEY UNIF SCH DIST  
SIERRA UNIFIED SCHOOL DIST  
SACRAMENTO CITY USD CENTRAL-2  
SACRAMENTO CITY USD WEST-1  
SAN RAFAEL CITY HIGH SCH DIST  
LONG BEACH USD-ES MS K-8 AREA  
LONG BEACH USD-HS AREA  
SACRAMENTO CITY USD EAST-3  
GOLDEN VALLEY UNIFIED SCH DIST  
SAN DIEGO USD-AREA 1  
SAN DIEGO USD-CHARTER SCHOOLS  
SAN DIEGO USD-AREA 6  
SAN DIEGO USD-AREA 4  
SAN DIEGO USD-AREA 2  
SAN DIEGO USD-AREA 3  
SAN DIEGO USD-AREA 5  
KASHIA ELEM SCHOOL DISTRICT  
LA USD EDUC SVC CTR-NORTH  
LA USD EDUC SVC CTR-SOUTH  
LA USD EDUC SVC CTR-WEST  
LA USD EDUC SVC CTR-EAST  
LA USD EDUC SVC CTR-ISIC  
LA USD EDUC SVC CTR-CHARTER  
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CLG OF THE REDWOODS-DEL NORTE  
CLG OF THE REDWOODS-MENDOCINO  
PEPPERDINE UNIVERSITY-LAW  
PU GRAD SCH ED/PSY-W LOS ANG  
LOMA LINDA SCHOOL OF MEDICINE  
LOMA LINDA SCHOOL OF DENTISTRY  
UCSD SCHOOL OF MEDICINE  
STANFORD UNIV SCHOOL OF LAW  
STANFORD UNIV SCH OF MEDICINE  
UNION INSTITUTE & UNIVERSITY  
UNION INSTITUTE & UNIVERSITY  
LONG BEACH CITY CLG-PACIFIC  
CAL ST UNIV-SAN MARCOS  
MOUNT ST MARYS COLLEGE-DOHENY  
FIDM-ORANGE COUNTY CAMPUS  
FIDM-SAN DIEGO CAMPUS  
FIDM-SAN FRANCISCO CAMPUS  
GOLDEN GATE BAPTIST SEM-SO CA  
UNIV OF LA VERNE CLG OF LAW  
COLEMAN UNIV-SAN MARCOS  
SANTIAGO CANYON COLLEGE  
MORENO VALLEY COLLEGE  
NORCO COLLEGE  
MT SAN JACINTO CLG-MENIFEE VLY  
HUMPHREYS COLLEGE-MODESTO  
CLEAR LAKE COMMUNITY COLLEGE  
WOODLAND COMMUNITY COLLEGE  
FOLSOM LAKE COLLEGE  
DEVRY UNIVERSITY-LONG BEACH  
CHABOT-LAS POSITAS CMTY DIST  
COAST CMTY CLG DISTRICT OFFICE  
CONTRA COSTA CMTY CLG DISTRICT  
FOOTHILL-DE ANZA CMTY CLG DIST  
GROSSMONT-CUYAMACA CLG DIST  
KERN COMMUNITY CLG DISTRICT  
LOS ANGELES CMTY CLG DISTRICT  
LOS RIOS CMTY CLG DISTRICT OFF  
N ORANGE COUNTY CMTY CLG DIST  
PERALTA COMMUNITY CLG DIST OFF  
SAN DIEGO CMTY CLG DIST OFF  
SAN JOSE/EVERGREEN CMTY DIST

SAN MATEO COUNTY CMTY CLG DIST  
STATE CENTER CMTY CLG DISTRICT  
THE CALIFORNIA ST UNIV SYS OFF  
UNIV OF CALIFORNIA SYS OFFICE  
VENTURA COUNTY CMTY CLG DIST  
YOSEMITE COMMUNITY CLG DIST  
WEST VALLEY-MISSION CMTY DIST  
S ORANGE COUNTY CMTY CLG DIST  
JOHN F KENNEDY UNIV SCH OF MGT  
VENTURA COLLEGE OF LAW  
SAN JOAQUIN COLLEGE OF LAW  
GLENDALE UNIV COLLEGE OF LAW  
MTI COLLEGE  
ITT TECHNICAL INST-SAN DIEGO  
ITT TECHNICAL INST-OXNARD  
ITT TECHNICAL INST-ORANGE  
ITT TECHNICAL INST-SAN BERNARD  
HEALD COLLEGE-SALINAS  
HUMPHREYS CLG-SCHOOL OF LAW  
CORINTHIAN COLLEGES  
NEW CHARTER UNIVERSITY  
AMERICAN GRADUATE UNIVERSITY  
CALIFORNIA ST UNIV-MONTREY BAY  
CHAPMAN UNIV-SCHOOL OF LAW  
THE ART INST PITTSBURGH OFFICE  
THE ART INST OF CALIF-SAN FRAN  
THE ART INST OF CALIF-LOS ANG  
DEVRY UNIVERSITY-FREMONT  
ITT TECHNICAL INST-SYLMAR  
ITT TECHNICAL INST-RANCH CORD  
EVEREST CLG-CITY OF INDUSTRY  
EVEREST CLG-W LOS ANGELES  
EVEREST CLG-ONTARIO  
NORTHWESTERN POLYTECHNIC UNIV  
ARGOSY UNIVERSITY-SAN FRANCISC  
CARRINGTON CLG CA-SACRAMENTO  
CARRINGTON CLG CA-SAN LEANDRO  
KAPLAN COLLEGE-SAN DIEGO  
TOURO UNIV CLG-OSTEOPATHIC MED  
MUSICIANS INSTITUTE  
LA COLLEGE INTERNATIONAL  
KAPLAN COLLEGE-SACRAMENTO  
SAMUEL MERRITT UNIVERSITY  
EMPIRE COLLEGE  
EMPIRE COLLEGE SCHOOL OF LAW  
NEW SCH OF ARCHITECTURE/DESIGN  
CALIFORNIA CULINARY ACADEMY  
INDEPENDENCE UNIVERSITY  
CARRINGTON CLG CA-PLEAS HILL  
DONGGUK UNIVERSITY  
ACAD OF CHINESE CULTURE/HEALTH  
THE ART INST OF CALIF-SAN DIEG  
ANTHEM COLLEGE-SACRAMENTO

ITT TECHNICAL INST-LATHROP  
KAPLAN COLLEGE-PANORAMA CITY  
RANCHO SANTIAGO CMTY CLG DIST  
DEVRY UNIVERSITY-SAN DIEGO  
TRINITY LAW SCHOOL  
DEVRY UNIVERSITY-SHERMAN OAKS  
LOS ANGELES COUNTY CLG-NURSING  
ITT TECHNICAL INST-TORRANCE  
LAGUNA CLG OF ART AND DESIGN  
NATIONAL HISPANIC UNIVERSITY  
MOUNT SIERRA COLLEGE  
KAPLAN COLLEGE-MODESTO  
KAPLAN CLG-N HOLLYWOOD  
THE ART INST OF CALIF-ORANGE C  
CARRINGTON CLG CA-SAN JOSE  
CARRINGTON CLG CA-ANTIOCH  
CONCORD LAW SCH-KAPLAN UNIV  
EVEREST CLG-ONTARIO METRO  
NORTHROP RICE AVIATION INST  
THE KINGS UNIVERSITY  
CITY CLG OF SAN FRAN-JOHN ADAM  
SAN JOAQUIN VALLEY CLG-CORP  
SAN JOAQUIN VALLEY CLG-BAKER  
SAN JOAQUIN VALLEY CLG-AVIATIO  
SAN JOAQUIN VALLEY CLG-FRESNO  
SAN JOAQUIN VALLEY CLG-VISALIA  
GOLDEN GATE UNIV-LOS ANGELES  
CALIFORNIA ADAMS COLLEGE INC  
SANTA BARBARA BUSINESS COLLEGE  
SANTA BARBARA BUSINESS COLLEGE  
BRYAN COLLEGE  
CENTRAL COAST COLLEGE  
GOLDEN STATE COLLEGE  
COMPUTER TUTOR  
SANTA BARBARA BUSINESS COLLEGE  
WORLDWIDE ED SVC CA-STOCKTON  
BRISTOL UNIVERSITY  
INST FOR BUSINESS AND TECH  
COMPUMATICS COMPUTER TRAINING  
RUSS FINANCIAL TRAINING CENTER  
GOLDEN STATE COLLEGE  
WORLDWIDE ED SVC CA-PITTSBURG  
WORLDWIDE ED SVCS-CONCORD  
CALIFORNIA VOCATIONAL COLLEGE  
AMERICAN BUSINESS CLG INTL  
EVEREST CLG-SAN BERNARDINO  
SAGE COLLEGE  
MONTEREY PARK COLLEGE  
CALIFORNIA ST UNIV-CHANNEL ISL  
PLATT COLLEGE-LOS ANGELES  
PLATT COLLEGE-ONTARIO  
GOLDEN GATE UNIV-CYBER  
PACIFICA GRADUATE INSTITUTE

PALMER CLG OF CHIROPRACTIC-CA  
TRIDENT UNIV INTERNATIONAL  
SOUTH BAYLO UNIVERSITY  
UNIV OF PHOENIX-CROWN CENTER  
UNIV OF PHOENIX-SACRAMENTO  
INTERCOAST COLLEGES-W COVINA  
NATIONAL CAREER EDUCATION  
INTERCOAST COLLEGES-RIVERSIDE  
INTERCOAST COLLEGES-BURBANK  
WESTERN SEMINARY-SAN JOSE  
ARGOSY UNIVERSITY-ORANGE CO  
SOUTH COAST COLLEGE  
ADVANCED CAREER COLLEGE  
MTI BUSINESS CLG OF STOCKTON  
AC TECH INSTITUTE  
COLLEGE OF APPRAISERS  
JANUS UNIVERSITY  
CALIFORNIA NATIONAL UNIVERSITY  
BROWNSON TECHNICAL SCHOOL  
INTERNATIONAL EDUCATION CORP  
UNITED EDUCATION INST-ONTARIO  
UNITED EDUCATION INST-CHULA  
UNITED EDUCATION INST-VAN NUYS  
UNITED EDUCATION INST-HUNTING  
UNITED EDUCATION INST-SN BERD  
UNITED EDUCATION INST-SAN DIEG  
EVEREST CLG-GARDENA  
EVEREST CLG-ALHAMBRA  
EVEREST CLG-LA WILSHIRE  
EVEREST CLG-ANAHEIM  
EVEREST CLG-RESEDA  
EVEREST CLG-SAN FRANCISCO  
EVEREST CLG-SAN JOSE  
EVEREST CLG-HAYWARD  
CALVARY CHAPEL BIBLE COLLEGE  
WYOTECH-LONG BEACH  
GALEN CLG OF MED/DENTAL ASST  
GALEN CLG OF MED/DENTAL ASST  
GALEN CLG OF MED/DENTAL ASST  
NATIONAL CAREER EDUCATION  
WEST COAST BAPTIST COLLEGE  
AMERICAN CAREER COLLEGE  
ASSOCIATED TECHNICAL COLLEGE  
CALIFORNIA VOCATIONAL COLLEGE  
CASA LOMA COLLEGE-VAN NUYS  
NATIONAL HOLISTIC INSTITUTE  
NORTH-WEST COLLEGE-POMONA  
NORTH-WEST COLLEGE-WEST COVINA  
NORTH-WEST COLLEGE-PASADENA  
CONCORDE CAREER INSTITUTE  
CONCORDE CAREER INSTITUTE  
CONCORDE CAREER INSTITUTE  
CONCORDE CAREER INSTITUTE

ALLIANT INTL UNIV-IRVINE  
KECK GRADUATE INSTITUTE  
PHILLIPS GRADUATE INSTITUTE  
CALIFORNIA INTERNATIONAL UNIV  
DESIGN INSTITUTE OF SAN DIEGO  
SOKA UNIV OF AMERICA  
INTERIOR DESIGNERS INSTITUTE  
SOUTHERN CA BIBLE CLG/SEM  
PACIFIC COAST UNIV SCH OF LAW  
PLATT COLLEGE-SAN DIEGO  
RUDOLF STEINER COLLEGE  
WYOTECH-FREMONT  
SHASTA BIBLE COLLEGE  
SOUTHERN STATES UNIV-NEWPORT  
EPIC BIBLE COLLEGE  
YUIN UNIVERSITY  
AMERICAN COLLEGE OF LAW  
WORLD MISSION UNIVERSITY  
LINCOLN LAW SCHOOL OF SAN JOSE  
PACIFIC WEST COLLEGE OF LAW  
LARRY H LAYTON SCHOOL OF LAW  
PACIFIC STATES UNIVERSITY  
SOFIA UNIVERSITY  
CHICAGO SCH OF PSYCH-WESTWOOD  
CALIFORNIA SOUTHERN LAW SCHOOL  
LINCOLN LAW SCH OF SACRAMENTO  
MONTEREY COLLEGE OF LAW  
PEOPLES COLLEGE OF LAW  
SAN FRANCISCO LAW SCHOOL  
CALIFORNIA NORTHERN SCH OF LAW  
ACADEMY OF RADIO BROADCASTING  
GEMOLOGICAL INST OF AMERICA  
GLENDALE CAREER CLG-GLENDALE  
JOE BLASCO MAKEUP CENTER  
REVERE ACADEMY OF JEWELRY ARTS  
VIDAL SASOON ACADEMY  
WESTERN TRUCK SCHOOL-W SACRAM  
NEWTON INTERNATIONAL COLLEGE  
WESTERN PACIFIC TRUCK SCHOOL  
WESTERN PACIFIC TRUCK SCHOOL  
MUELLER CLG OF HOLISTIC STDS  
WESTERN PACIFIC TRUCK SCHOOL  
THE ART INST OF CA-HOLLYWOOD  
UNITED TRUCK DRIVING  
W INST OF NEUROMUSCULAR THER  
BUSINESS/TECH TRAINING INST  
AMERICAN FILM INSTITUTE  
EMPERORS CLG TRAD ORIENTAL MED  
FIVE BRANCHES UNIVERSITY  
LIFE CHIROPRACTIC COLLEGE-WEST  
WORLD UNIVERSITY  
PROFESSIONAL SCH OF PSYCHOLOGY  
AMER CLG OF TRAD CHINESE MED

PIMA MEDICAL INST-CHULA VISTA  
S CALIFORNIA INSTITUTE OF LAW  
PACIFIC CLG OF ORIENTAL MED  
SIERRA VALLEY COLLEGE  
MODERN TECHNOLOGY SCHOOL  
MEIJI UNIV OF INTEGRATIVE MED  
SANTA BARBARA BUSINESS COLLEGE  
TRAVEL UNIV INTERNATIONAL  
UNION UNIV OF CALIFORNIA  
YUBA COMMUNITY CLG DISTRICT  
BETHESDA CHRISTIAN UNIVERSITY  
CA CLG OF COMMUNICATIONS  
LE CORDON BLEU CLG CA-LA  
ADCON TECHNICAL INSTITUTE  
CALIFORNIA HEALING ARTS CLG  
WESTWOOD CLG-SOUTH BAY  
ICDC COLLEGE-LOS ANGELES  
ICDC COLLEGE-SAN FERNANDO  
ICDC COLLEGE-HUNTINGTON PARK  
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PACIFIC COLLEGE  
WEST COAST ULTRASOUND INST  
WESTECH COLLEGE SCH OF TECH  
AMERICAN CLG OF MEDICAL TECH  
CLINICAL TRAINING INSTITUTE  
ADVANCED COLLEGE OF TECHNOLOGY  
COMMUNITY BUSINESS COLLEGE  
CBD COLLEGE  
GOLDEN STATE BAPTIST COLLEGE  
NATIONAL UNIV-TECH CTR  
HUBBARD CLG OF ADMIN INTL  
MIRACOSTA COLLEGE-SAN ELIJO  
CITY UNIVERSITY-LOS ANGELES  
CITY OF HOPE GRAD SCH/BIO SCI  
SAN JOAQUIN VALLEY CLG-RCH CUC  
ASIAN AMERICAN INTL BEAUTY CLG  
PROFESSIONAL CAREER INST-CERR  
AMERICAN CAREER COLLEGE  
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FEDERICO CLG OF HAIRSTYLING  
PARIS BEAUTY COLLEGE  
RICHARDS BEAUTY COLLEGE  
MIAMI AD SCHOOL-SAN FRANCISCO  
EPISCOPAL THEOLOGICAL SCHOOL

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SIERRA COLLEGE-NEVADA COUNTY  
CRESTMONT COLLEGE  
WOODBURY UNIVERSITY-SAN DIEGO  
JOHN F KENNEDY UNIV-CAMPBELL  
WEST HILLS CMTY CLG-DISTRICT  
WEST HILLS CMTY CLG -LEMOORE  
UNIV OF NORTHERN CALIFORNIA  
KAPLAN COLLEGE-FRESNO  
KAPLAN COLLEGE-VISTA  
KAPLAN COLLEGE-RIVERSIDE  
COMMUNITY CHRISTIAN COLLEGE  
ANTELOPE VALLEY MEDICAL CLG  
CLG OF THE SISKIYOU-SYREKA  
CLG OF THE REDWOODS-KLAMATH  
WESTERN TRUCK SCHOOL-  
CORPORATE  
NORTH-WEST COLLEGE-RIVERSIDE  
INTERCOAST COLLEGES-CARSON  
INTERCOAST COLLEGES-ORANGE  
NATIONAL UNIVERSITY  
WESTERN SEMINARY-SACRAMENTO  
CUESTA COLLEGE-NORTH COUNTY  
UNIV OF CALIFORNIA-MERCED  
CARRINGTON CLG CA-EMERYVILLE  
CALIFORNIA COAST UNIVERSITY  
AGOSY UNIVERSITY-SANTA MONICA  
SIERRA COLLEGE-ROSEVILLE GATWY  
ART CTR CLG OF DESIGN-SOUTH  
BRANDMAN UNIV-ANTELOPE VALLEY  
BRANDMAN UNIV-COACHELLA VALLEY  
BRANDMAN UNIV-WAL CREEK  
BRANDMAN UNIV-FOLSOM  
BRANDMAN UNIV-FAIRFIELD  
BRANDMAN UNIV-HANFORD  
BRANDMAN UNIV-IRVINE  
BRANDMAN UNIV-LEMOORE  
BRANDMAN UNIV-MODESTO  
BRANDMAN UNIV-MONTEREY  
BRANDMAN UNIV-RIVERSIDE  
BRANDMAN UNIV-ONTARIO  
BRANDMAN UNIV-ROSEVILLE  
BRANDMAN UNIV-SAN DIEGO  
BRANDMAN UNIV-SANTA MARIA  
BRANDMAN UNIV-TRAVIS AFB  
BRANDMAN UNIV-VICTOR VALLEY  
BRANDMAN UNIV-VISALIA  
BRANDMAN UNIV-YUBA CITY  
CALIFORNIA CLG OF ARTS-SAN FRA  
STANBRIDGE COLLEGE  
NTMA TRAINING CTRS OF SO CALIF  
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NATIONAL POLYTECHNIC COLLEGE  
CLG OF INFORMATION TECHNOLOGY  
INTEGRATED DIGITAL TECH  
CENTRAL CALIFORNIA SCH CONT  
CALIFORNIA COLLEGE SAN DIEGO  
INTERNATIONAL CHRISTIAN EDUC  
LIBERTY TRAINING INSTITUTE  
ITT TECHNICAL INST-CLOVIS  
CALIFORNIA MIRAMAR UNIVERSITY  
DOMINICAN UNIV OF CA-UKIAH  
THE ART INST OF CA-INLAND EMP  
WILLIAM HOWARD TAFT UNIV  
WEIMAR COLLEGE  
EMBRY-RIDDLE AERO U-BEALE  
EMBRY-RIDDLE AERO U-PENDLETON  
EMBRY-RIDDLE AERO U-CHINA LAKE  
EMBRY-RIDDLE AERO U-EDWARDS  
PU GRAD SCH ED/PSY-DRESCHER  
PU GRAD SCH OF ED/PSY-ENCINO  
PU GRAD SCH OF ED/PSY-IRVINE  
PU GRAD SCH OF ED/PSY-WESTLK  
SANTA ROSA JUNIOR CLG-PETALUMA  
LAURUS COLLEGE  
DOWNEY REG MEDICAL CENTER  
PACIFIC HOSPITAL  
DOCTORS HOSPITAL MED CTR  
CHINO VALLEY MED CENTER  
COMMUNITY MEDICAL CENTER  
CHULA VISTA MEDICAL CENTER  
GLENDALE ADVENTIST MED CTR  
ARROWHEAD REG MED CENTER  
HANFORD FAMILY PRACTICE  
AMERICAN HEALTH CARE  
KAISER PERMANENTE MED CARE  
KAISER PERMANENTE MEDICAL  
HOLLYWOOD PRESBYTERIAN MED  
HOAG MEMORIAL HOSPITAL  
DESERT REG MEDICAL CENTER  
OSTEOPATHIC CTR CHILDREN  
NAVAL MEDICAL CENTER  
KAISER SCHOOL ANESTHESIA  
MARTIN LUTHER KING HOSPITAL  
NORRIS CANCER CENTER  
LAC/USC MEDICAL CENTER  
HUNTINGTON MEM HOSPITAL  
GOOD SAMARITAN HOSPITAL  
CHILDRENS HOSPITAL OF LA  
SUTTER MEDICAL CENTER  
NATIVIDAD MEDICAL CENTER  
CAL PACIFIC MEDICAL CENTER  
SAN FRANCISCO GENERAL  
PRESBYTERIAN HOSPITAL

MOUNT ZION HOSPITAL  
KAISER PERMANENTE HOSPITAL  
SUTTER HEALTH CHILDRENS HOSP  
VA MEDICAL CENTER  
ALAMEDA COUNTY MED CENTER  
KAISER PERMANENTE MED CTR  
UCSD MEDICAL CENTER  
RADY CHILDRENS HOSPITAL  
SCRIPPS MERCY HOSPITAL  
VA SAN DIEGO HEALTHCARE  
UCSD THEODORE GILDRED  
VENTURA COUNTY MED CENTER  
SANTA MONICA UCLA MED CTR  
OLIVE VIEW MEDICAL CENTER  
KERN MEDICAL CENTER  
VA GREATER LOS ANGELES  
SEPULVEDA VA HOSPITAL  
HARBOR-UCLA MEDICAL CTR  
CEDARS-SINAI MEDICAL CTR N TWR  
ST MARY MEDICAL CENTER  
UCLA MEDICAL CENTER  
KAISER PERMANENTE MED CTR  
KAISER PERMANENTE  
KAISER WOODLAND HILLS  
KAISER RIVERSIDE  
KAISER FONTANA  
UCI FAMILY HEALTH CENTER  
BUFFUM MEDICAL PAVILION  
MEMORIAL HOSP MEDICAL CTR  
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STANISLAUS RESIDENCY PROG  
REDDING FAMILY PRACTICE  
SAN JOAQUIN GEN HOSPITAL  
MERCY MEDICAL CTR MERCED  
SUTTER FAMILY PRACTICE  
VETERANS ADMIN MEDICAL CTR  
U C DAVIS MEDICAL CENTER  
KAISER PERMANENTE  
LUCILE PACKARD CHILDREN'S HOSP  
SAN JOSE MEDICAL CENTER  
PALO ALTO CLINIC  
FAMILY PRACTICE RESIDENCY  
SANTA CLARA VALLEY MED CTR  
KAISER PERMANENTE  
VA PALO ALTO HEALTH CARE  
STANFORD UNIV MEDICAL CTR  
KAISER PERMANENTE  
NORTHRIDGE FAMILY PRACTICE  
CONTRA COSTA MEDICAL CTR  
METHODIST HOSP SACRAMENTO  
WHITE MEMORIAL MED CENTER  
KERLAN JOBE ORTHOPAEDIC CLG  
RIVERSIDE CO MEDICAL CTR

JERRY L PETTIS VA MED CTR  
LOMA LINDA U MEDICAL CTR  
PRESBYTERIAN HEALTH  
PVHMC FAMILY RESIDENCY  
ORTHOPAEDIC HOSPITAL  
SAN MATEO MEDICAL CENTER  
SOUTHERN CALIF ORTHOPAEDIC  
SACRAMENTO VA MEDICAL CTR  
SANTA BARBARA COTTAGE HOSP  
CHILDRENS HOSPITAL CTRL CAL  
VA CENTRAL CALIFORNIA  
UCSF-FRESNO  
ST JOSEPHS MEDICAL CENTER  
PIH FAMILY PRACTICE  
CALIFORNIA HOSP MED CENTER  
CAMP PENDLETON  
DAVID GRANT MEDICAL CENTER  
CHILDRENS HOSP ORANGE CNTY  
KAISER PERMANENTE RICHMOND  
UNIVERSITY OF THE WEST  
ITT TECHNICAL INST-CULVER CITY  
ITT TECHNICAL INST-VISTA  
ITT TECHNICAL INST-SAN DIMAS  
UNIV OF ST AUGUSTINE HLTH SCI  
NCP CLG OF NURSING-HAYWARD  
NCP CLG OF NURSING-SAN FRAN  
OHLONE COLLEGE-NEWARK  
MODESTO JUNIOR COLLEGE-WEST  
INTL ACAD DSGN TECH-SACRAMENTO  
WEST COAST UNIVERSITY-LA  
WEST COAST UNIVERSITY-ORANGE  
WEST COAST UNIVERSITY-ONTARIO  
CA NORTHSTATE CLG OF PHARMACY  
LOS ANGELES FILM SCHOOL  
CAMBRIDGE CLG-ONTARIO  
DIABLO VALLEY CLG-SAN RAMON  
GOLDEN GATE UNIV-SILICON VLY  
PRESIDIO GRADUATE SCHOOL  
SHEPHERD UNIV-MAIN  
SHEPHERD UNIV-SCH OF MUSIC  
CHICAGO SCH OF PSYCH-DOWNTOWN  
CHICAGO SCH OF PSYCH-IRVINE  
LOS MEDANOS CLG-BRENTWOOD  
CHAPMAN UNIVERSITY SYSTEM  
ALLIED AMERICAN UNIVERSITY  
CAL ST UNIV-SAN BERN-PALM DEST  
SOUTHERN STATES UNIV-SAN DIEGO  
SOUTHERN STATES UNIV-FASHION  
SOUTHERN STATES UNIV-LA JOLLA  
JOHN PAUL GREAT CATHOLIC UNIV  
NATIONAL UNIV-CITRUS HEIGHTS  
NATIONAL UNIV-REDDING  
NATIONAL UNIV-STOCKTON

NATIONAL UNIV-PLEASANT HILL  
NATIONAL UNIV-SPECTRUM BUS PK  
NATIONAL UNIV-LA MESA  
NATIONAL UNIV-RANCHO BERNARDO  
NATIONAL UNIV-SOUTH BAY  
NATIONAL UNIV-NATIONAL CITY  
NATIONAL UNIV-BAKERSFIELD  
NATIONAL UNIV-CAMARILLO  
NATIONAL UNIV-LOS ANGELES  
NATIONAL UNIV-ONTARIO  
NATIONAL UNIV-SHERMAN OAKS  
NATIONAL UNIV-PALM DESERT  
NATIONAL UNIV-PASADENA  
NATIONAL UNIV-TEMECULA  
NATIONAL UNIV-WEST COVINA  
CALIFORNIA SOUTHERN UNIV  
HANDS-ON MEDICAL MASSAGE SCH  
RIVERSIDE COMMUNITY CLG DIST  
NATIONAL UNIV HEADQUARTERS  
LE CORDON BLEU CLG CA-SACRAMEN  
CARRINGTON CLG CA-CITRUS HTS  
CARRINGTON CLG CA-POMONA  
CARRINGTON CLG CA-STOCKTON  
SOUTHWESTERN CLG HEC-NATIONAL  
SOUTHWESTERN CLG HEC-OTAY MESA  
SOUTHWESTERN CLG HEC-SN YSIDRO  
THE ART INST OF CA-SACRAMENTO  
SOUTHERN CALIF INST OF TECH  
FREMONT COLLEGE-LOS ANGELES  
FREMONT COLLEGE-CERRITOS  
EXPRESSION CLG DIGITAL ARTS  
COASTLINE CMTY CLG-GARDEN GRV  
COASTLINE CMTY CLG-LE-JAO CTR  
COASTLINE CMTY CLG-COSTA MESA  
ALLIANT INTL UNIV-SACRAMENTO  
SAN DIEGO UNIV-INTEGRATIVE STD  
FOLSOM LAKE CLG-RANCHO CORDOVA  
SAN JOAQUIN DELTA CLG-MTN HSE  
GOLF ACAD OF AMERICA-SAN DIEGO  
ETERNITY BIBLE COLLEGE  
HEALD COLLEGE-MODESTO  
A W TOZER THEOLOGICAL SEMINARY  
JOHN F KENNEDY UNIV-BERKELEY  
JOHN F KENNEDY UNIV-COSTA MESA  
ITT TECHNICAL INST-CONCORD  
ITT TECHNICAL INST-CORONA  
ITT TECHNICAL INST-OAKLAND  
ITT TECHNICAL INST-WEST COVINA  
RYOKAN COLLEGE  
SILICON VALLEY UNIVERSITY  
ST KATHERINE COLLEGE  
WEST COAST UNIV-LA VERMONT BLD

**State Agencies in California including but not limited to:**

CALIFORNIA - GOVERNOR  
CALIFORNIA - ATTORNEY GENERAL  
CALIFORNIA - INSURANCE COMMISSIONER  
CALIFORNIA - SECRETARY OF STATE  
CALIFORNIA - STATE BOARD OF EQUALIZATION  
CALIFORNIA - STATE CONTROLLER  
CALIFORNIA - STATE TREASURER  
CALIFORNIA - SUPERINTENDENT OF PUBLIC INSTRUCTION  
CALIFORNIA - LT. GOVERNOR  
CALIFORNIA - STATE AUDITOR  
CALIFORNIA - STATE ASSEMBLY  
CALIFORNIA - STATE SENATE  
CALIFORNIA - OFFICIAL CALIFORNIA LEGISLATIVE INFORMATION  
CALIFORNIA - LEGISLATIVE ANALYST'S OFFICE  
CALIFORNIA - LEGISLATIVE COUNSEL OF CALIFORNIA  
CALIFORNIA - CALIFORNIA LAW REVISION COMMISSION  
CALIFORNIA - GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
CALIFORNIA - CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM  
CALIFORNIA - DEPARTMENT OF FINANCE  
CALIFORNIA - DEPARTMENT OF FOOD AND AGRICULTURE  
CALIFORNIA - DEPARTMENT OF INDUSTRIAL RELATIONS  
CALIFORNIA - DEPARTMENT OF PERSONNEL ADMINISTRATION  
CALIFORNIA - OFFICE OF ADMINISTRATIVE LAW  
CALIFORNIA - OFFICE OF THE STATE PUBLIC DEFENDER  
CALIFORNIA - STATE LIBRARY  
CALIFORNIA - BUSINESS, TRANSPORTATION AND HOUSING AGENCY  
CALIFORNIA - CALIFORNIA HOUSING FINANCE AGENCY  
CALIFORNIA - DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL  
CALIFORNIA - DEPARTMENT OF CORPORATIONS  
CALIFORNIA - DEPARTMENT OF FINANCIAL INSTITUTIONS  
CALIFORNIA - DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
CALIFORNIA - DEPARTMENT OF MOTOR VEHICLES  
CALIFORNIA - DEPARTMENT OF REAL ESTATE  
CALIFORNIA - DEPARTMENT OF THE CALIFORNIA HIGHWAY PATROL  
CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
CALIFORNIA - TEALE DATA CENTER  
CALIFORNIA - ENVIRONMENTAL PROTECTION AGENCY  
CALIFORNIA - CALIFORNIA AIR RESOURCES BOARD  
CALIFORNIA - CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD  
CALIFORNIA - DEPARTMENT OF PESTICIDE REGULATION  
CALIFORNIA - STATE WATER RESOURCES CONTROL BOARD  
CALIFORNIA - DEPARTMENT OF AGING  
CALIFORNIA - DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS  
CALIFORNIA - DEPARTMENT OF DEVELOPMENTAL SERVICES  
CALIFORNIA - DEPARTMENT OF HEALTH SERVICES  
CALIFORNIA - DEPARTMENT OF MENTAL HEALTH  
CALIFORNIA - DEPARTMENT OF REHABILITATION  
CALIFORNIA - DEPARTMENT OF SOCIAL SERVICES  
CALIFORNIA - EMERGENCY MEDICAL SERVICES AUTHORITY  
CALIFORNIA - EMPLOYMENT DEVELOPMENT DEPARTMENT  
CALIFORNIA - EMPLOYMENT TRAINING PANEL  
CALIFORNIA - OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT

CALIFORNIA - RESOURCES AGENCY  
CALIFORNIA - CALIFORNIA COASTAL COMMISSION  
CALIFORNIA - CALIFORNIA COASTAL CONSERVANCY  
CALIFORNIA - CALIFORNIA CONSERVATION CORPS  
CALIFORNIA - CALIFORNIA TAHOE CONSERVANCY  
CALIFORNIA - CERES: CALIFORNIA ENVIRONMENTAL RESOURCES EVALUATION SYSTEM  
CALIFORNIA - DEPARTMENT OF BOATING AND WATERWAYS  
CALIFORNIA - DEPARTMENT OF CONSERVATION  
CALIFORNIA - DEPARTMENT OF FISH AND GAME  
CALIFORNIA - DEPARTMENT OF FORESTRY AND FIRE PROTECTION  
CALIFORNIA - DEPARTMENT OF PARKS AND RECREATION  
CALIFORNIA - DEPARTMENT OF WATER RESOURCES  
CALIFORNIA - STATE LANDS COMMISSION  
CALIFORNIA - BOARD OF ARCHITECTURAL EXAMINERS  
CALIFORNIA - CALIFORNIA AFRICAN- AMERICAN MUSEUM  
CALIFORNIA - CONTRACTORS STATE LICENSE BOARD  
CALIFORNIA - DEPARTMENT OF CONSUMER AFFAIRS  
CALIFORNIA - DEPARTMENT OF GENERAL SERVICES  
CALIFORNIA - DEPARTMENT OF GENERAL SERVICES: OFFICE OF PUBLIC SCHOOL CONSTRUCTION  
CALIFORNIA - FRANCHISE TAX BOARD  
CALIFORNIA - STATE PERSONNEL BOARD  
CALIFORNIA - CALIFORNIA TECHNOLOGY, TRADE AND COMMERCE AGENCY  
CALIFORNIA - DIVISION OF TOURISM: CALIFORNIA TRAVEL AND TOURISM  
CALIFORNIA - YOUTH AND ADULT CORRECTIONAL AGENCY  
CALIFORNIA - BOARD OF CORRECTIONS  
CALIFORNIA - DEPARTMENT OF CORRECTIONS  
CALIFORNIA - DEPARTMENT OF THE YOUTH AUTHORITY  
CALIFORNIA - CALIFORNIA LOTTERY  
CALIFORNIA - HEALTH AND WELFARE DATA CENTER  
CALIFORNIA - DEPARTMENT OF TOXIC SUBSTANCES CONTROL  
CALIFORNIA - CALIFORNIA ENERGY COMMISSION  
CALIFORNIA - OFFICE OF TRAFFIC SAFETY  
CALIFORNIA - CALGOLD: BUSINESS PERMITS MADE SIMPLE  
CALIFORNIA - CALIFORNIA NATIONAL GUARD  
CALIFORNIA - CALJOBS  
CALIFORNIA - GOVERNOR'S OFFICE ON SERVICE AND VOLUNTEERISM  
CALIFORNIA - MEDI-CAL  
CALIFORNIA - RURAL HEALTH POLICY COUNCIL  
CALIFORNIA - STATE AND CONSUMER SERVICES AGENCY  
CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY  
CALIFORNIA - DEPARTMENT OF MANAGED HEALTH CARE  
CALIFORNIA - DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING  
CALIFORNIA - CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM  
CALIFORNIA - CALIFORNIA SPATIAL INFORMATION LIBRARY  
CALIFORNIA - OFFICE OF THE INSPECTOR GENERAL

**Counties in Hawaii including but not limited to:**

HAWAII COUNTY

KAUAI COUNTY

MAUI COUNTY

HONOLULU CITY-CNTY

**K-12 in Hawaii including but not limited to:**

HAWAII SCHOOL DISTRICT

LEEWARD OAHU SCHOOL DISTRICT

HONOLULU SCHOOL DISTRICT

CENTRAL OAHU SCHOOL DISTRICT



WINDWARD OAHU SCHOOL DISTRICT  
KAUAI SCHOOL DISTRICT  
MAUI SCHOOL DISTRICT  
LEILHUA-MILILANI-WAIALUA AREA  
AIEA-MOANALUA-RADFORD AREA  
HILO-LAUPAHOEHOE-WAIAKEA AREA  
HONOKA-KLKEHE-KOHLA-KNWN AREA  
KAU-KEAAU-PAHOA AREA  
FARRINGTON-KAISER-KALANI AREA

KAIMUKI-MCKINLEY-ROOSEVLT AREA  
CASTLE-KAHUKU AREA  
KAILUA-KALAHEO AREA  
BALDWIN-KEKAULIKE-MAUI AREA  
HANA-LHINLUNA-LANAI-MLKI AREA  
CAMPBELL-KAPOLEI AREA  
PEARL CITY-WAIPHUA AREA  
NANAKULI-WAIANAE AREA

**Higher Education in Hawaii including but not limited to:**

UNIVERSITY OF HAWAII-HILO  
CHAMINADE UNIVERSITY  
BRIGHAM YOUNG UNIV-HAWAII  
UNIVERSITY OF HAWAII-MANOA  
HONOLULU COMMUNITY COLLEGE  
KAPIOLANI COMMUNITY COLLEGE  
HAWAII PACIFIC UNIV-LOA CAMPUS  
LEEWARD COMMUNITY COLLEGE  
HAWAII PACIFIC UNIVERSITY  
WINDWARD COMMUNITY COLLEGE  
KAUAI COMMUNITY COLLEGE  
UNIV OF HAWAII-MAUI COLLEGE  
UNIVERSITY OF HAWAII-WEST OAHU  
HAWAII CMTY COLLEGE-HILO  
ARGOSY UNIVERSITY-HONOLULU  
JOHN BURNS SCHOOL OF MEDICINE  
WILLIAM RICHARDSON SCH OF LAW  
UNIV OF HAWAII-WEST HAWAII

UNIV OF HAWAII SYSTEM OFFICE  
HAWAII TOKAI INTERNATIONAL CLG  
HEALD COLLEGE-HONOLULU  
REMINGTON COLLEGE-HONOLULU  
WORLD MEDICINE INSTITUTE  
UNIV OF THE NATIONS KONA  
EMBRY-RIDDLE AERO U-SCHOFIELD  
THE PHYSICIAN CENTER  
HONOLULU CLINIC  
HAWAII STATE HOSPITAL  
MOANALUA MEDICAL CENTER  
SHRINERS HOSPITAL  
KAPIOLANI MEDICAL CENTER  
US ARMY TRIPLER GEN HOSP  
STRAUB CLINIC/HOSPITAL  
KUAKINI MEDICAL CENTER  
QUEENS MEDICAL CENTER  
PACIFIC RIM CHRISTIAN COLLEGE

**State Agencies in Hawaii including but not limited to:**

HAWAII - LT. GOVERNOR  
HAWAII - ATTORNEY GENERAL  
HAWAII - GOVERNOR  
HAWAII - DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT AND TOURISM  
HAWAII - DEPARTMENT OF EDUCATION  
HAWAII - DEPARTMENT OF HEALTH  
HAWAII - DEPARTMENT OF LAND AND NATURAL RESOURCES  
HAWAII - DEPARTMENT OF TAXATION  
HAWAII - DEPARTMENT OF TRANSPORTATION  
HAWAII - HIGH TECHNOLOGY DEVELOPMENT CORPORATION  
HAWAII - OFFICE OF ELECTIONS  
HAWAII - OFFICE OF HAWAIIAN AFFAIRS  
HAWAII - STATE PUBLIC LIBRARY SYSTEM  
HAWAII - DEPARTMENT OF DEFENSE  
HAWAII - HAWAII'S AGRICULTURAL GATEWAY  
HAWAII - DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS  
HAWAII - HOUSING AND COMMUNITY DEVELOPMENT CORPORATION OF HAWAII  
HAWAII - DEPARTMENT OF AGRICULTURE  
HAWAII - DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS  
HAWAII - DEPARTMENT OF BUDGET AND FINANCE  
HAWAII - DEPARTMENT OF PUBLIC SAFETY  
HAWAII - DEPARTMENT OF HUMAN SERVICES  
HAWAII - DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT  
HAWAII - DEPARTMENT OF HAWAIIAN HOME LANDS

HAWAII - DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES  
HAWAII - EXECUTIVE OFFICE ON AGING  
HAWAII - OFFICE OF INFORMATION PRACTICES  
HAWAII - DEPARTMENT OF THE ATTORNEY GENERAL  
HAWAII - DIVISION OF STATE PARKS  
HAWAII - HAWAII STATE CIVIL DEFENSE

**Cities, Towns, Villages, and Boroughs in Louisiana including but not limited to:**

GRAMERCY TOWN HALL	BASILE CITY HALL
GRETNA CITY HALL	TOWN OF HENDERSON
KENNER PARK AND RECREATION DEPARTMENT	BREAUX BRIDGE CITY HALL
KENNER CITY HALL	CITY OF BROUSSARD
JEAN LAFITTE TOWN HALL	CARENCRO CITY HALL
LUTCHER TOWN HALL	VILLAGE OF CHATAIGNIER
WESTWEGO CITY HALL	CHURCH POINT CITY HALL
NEW ORLEANS CITY HALL	CROWLEY CITY HALL
CITY OF HARAHAH	DELCAMBRE CITY HALL
CITY OF THIBODAUX	DUSON TOWN HALL
TOWN OF BERWICK	ELTON CITY HALL
CITY OF DONALDSONVILLE	ERATH CITY HALL
TOWN OF GOLDEN MEADOW	ESTHERWOOD CITY HALL
GRAND ISLE TOWN HALL	EUNICE CITY HALL
TOWN OF LOCKPORT	FRANKLIN CITY HALL
CITY OF MORGAN CITY	CITY OF GRAND COTEAU
CITY OF NAPOLEONVILLE	GUEYDAN CITY HALL
PATTERSON CITY HALL	IOTA CITY HALL
HAMMOND CITY HALL	JEANERETTE CITY HALL
ABITA SPRINGS TOWN HALL	JENNINGS CITY HALL
AMITE CITY HALL	KAPLAN CITY HALL
MONTPELIER TOWN HALL	LAKE ARTHUR CITY HALL
ANGIE CITY HALL	LEONVILLE TOWN HALL
BOGALUSA CITY HALL	LOREAUVILLE TOWN HALL
COVINGTON CITY HALL	MAMOU CITY HALL
FOLSOM TOWN HALL	MAURICE CITY HALL
FRANKLINTON CITY HALL	MERMENTAU CITY HALL
GREENSBURG TOWN HALL	CITY OF MORSE
INDEPENDENCE CITY HALL	CITY OF NEW IBERIA
KENTWOOD CITY HALL	OPELOUSAS CITY HALL
MADISONVILLE TOWN HALL	PINE PRAIRIE TOWN HALL
CITY OF MANDEVILLE	PORT BARRE CITY HALL
PEARL RIVER TOWN HALL	RAYNE CITY HALL
CITY OF PONCHATOULA	SAINT MARTINVILLE CITY HALL
ROSELAND CITY HALL	PARKS CITY HALL
SLIDELL CITY HALL	SCOTT CITY HALL
SPRINGFIELD TOWN HALL	VILLAGE OF CANKTON
TOWN OF KILLIAN	SUNSET TOWN HALL
VILLAGE OF SUN	TOWN OF TURKEY CREEK
VILLAGE OF TANGIPAOHA	VILLE PLATTE CITY HALL
VILLAGE OF TICKFAW	WASHINGTON TOWN HALL
VARNADO CITY HALL	WELSH CITY HALL
CITY OF ABBEVILLE	TOWN OF YOUNGSVILLE
ARNAUDVILLE CITY HALL	CITY OF LAKE CHARLES
TOWN OF BALDWIN	DEQUINCY CITY HALL
	CITY OF DERIDDER

ELIZABETH CITY HALL  
FENTON CITY HALL  
IOWA CITY HALL  
KINDER CITY HALL  
OBERLIN CITY HALL  
REEVES CITY HALL  
ROSE PINE TOWN HALL  
CITY OF SULPHUR  
TOWN OF VINTON  
WESTLAKE CITY HALL  
ADDIS TOWN HALL  
ALBANY TOWN HALL  
BAKER CITY HALL  
BRUSLY TOWN HALL  
CLINTON TOWN HALL  
DENHAM SPRINGS CITY HALL  
FORDOCHE CITY HALL  
FRENCH SETTLEMENT TOWN HALL  
GONZALES CITY HALL  
VILLAGE OF GROSSE TETE  
TOWN OF JACKSON  
KROTZ SPRINGS CITY HALL  
LIVINGSTON TOWN HALL  
LIVONIA CITY HALL  
MARINGOUIN CITY HALL  
MORGANZA TOWN HALL  
NEW ROADS CITY HALL  
VILLAGE OF NORWOOD  
CITY OF PLAQUEMINE  
PORT ALLEN CITY HALL  
ROSEDALE TOWN HALL  
SAINT FRANCISVILLE TOWN HALL  
SAINT GABRIEL CITY HALL  
SLAUGHTER CITY HALL  
SORRENTO CITY HALL  
TOWN OF WALKER  
WHITE CASTLE CITY HALL  
WILSON CITY HALL  
ZACHARY CITY HALL  
CENTRAL CITY HALL  
ARCADIA CITY HALL  
ASHLAND CITY HALL  
ATHENS CITY HALL  
VILLAGE OF BELCHER  
BENTON TOWN HALL  
VILLAGE OF BIENVILLE  
BRYCELAND VILLAGE  
BLANCHARD TOWN HALL  
VILLAGE OF CASTOR  
LUCKY CITY HALL  
TOWN OF COTTON VALLEY  
VILLAGE OF EDGEFIELD  
COUSHATTA CITY HALL

MARTIN CITY HALL  
TOWN OF CULLEN  
DOYLINE TOWN HALL  
DUBBERLY TOWN HALL  
GIBSLAND TOWN HALL  
MOUNT LEBANON CITY HALL  
GILLIAM CITY HALL  
GOLDONNA CITY HALL  
GRAND CANE CITY HALL  
GREENWOOD CITY HALL  
VILLAGE OF HALL SUMMIT  
TOWN OF HAUGHTON  
HAYNESVILLE CITY HALL  
HEFLIN CITY HALL  
HOMER TOWN HALL  
VILLAGE OF HOSSTON  
IDA TOWN HALL  
CITY OF JAMESTOWN  
KEACHIE CITY HALL  
LISBON CITY HALL  
LOGANSPOUT TOWN HALL  
STANLEY VILLAGE HALL  
LONGSTREET CITY HALL  
CITY OF MANSFIELD  
VILLAGE OF SOUTH MANSFIELD  
VILLAGE OF DIXIE INN  
MINDEN CITY HALL  
MOORINGSPOUT CITY HALL  
CITY OF OIL CITY  
PLAIN DEALING TOWN HALL  
PLEASANT HILL CITY HALL  
POWHATAN CITY HALL  
RINGGOLD CITY HALL  
VILLAGE OF RODESSA  
VILLAGE OF SALINE  
SAREPTA TOWN HALL  
SHONGALOO CITY HALL  
SIBLEY TOWN HALL  
SPRINGHILL CITY HALL  
STONEWALL TOWN HALL  
TOWN OF VIVIAN  
CITY OF SHREVEPORT  
CITY OF BOSSIER CITY  
TOWN OF RICHWOOD  
MONROE CITY HALL  
CITY OF BASKIN  
BASTROP CITY HALL  
BERNICE CITY HALL  
BONITA TOWN HALL  
CHATHAM CITY HALL  
VILLAGE OF CHOUDRANT  
COLLINSTON CITY HALL  
DELHI CITY HALL

DELTA CITY HALL  
DOWNSVILLE CITY HALL  
DUBACH CITY HALL  
EPPS TOWN HALL  
EROS TOWN HALL  
FARMERVILLE CITY HALL  
VILLAGE OF FOREST  
GRAMBLING CITY HALL  
EAST HODGE CITY HALL  
HODGE CITY HALL  
NORTH HODGE CITY HALL  
JONESBORO CITY HALL  
KILBOURNE CITY HALL  
LAKE PROVIDENCE CITY HALL  
LILLIE CITY HALL  
MANGHAM TOWN HALL  
MARION TOWN HALL  
CITY OF MER ROUGE  
OAK GROVE CITY HALL  
OAK RIDGE TOWN HALL  
PIONEER TOWN HALL  
QUITMAN TOWN HALL  
RAYVILLE TOWN HALL  
VIENNA CITY HALL  
CITY OF RUSTON  
SIMSBORO CITY HALL  
SPEARSVILLE CITY HALL  
TOWN OF STERLINGTON  
TALLULAH CITY HALL  
RICHMOND CITY HALL  
MOUND CITY HALL  
WEST MONROE CITY HALL  
WINNSBORO CITY HALL  
CITY OF ALEXANDRIA  
BUNKIE CITY HALL  
CHENEYVILLE TOWN HALL  
CLAYTON CITY HALL  
COTTONPORT CITY HALL  
EVERGREEN TOWN HALL  
FERRIDAY CITY HALL  
RIDGECREST TOWN HALL  
GILBERT CITY HALL  
HARRISONBURG TOWN HALL  
HESSMER CITY HALL  
JENA TOWN HALL  
JONESVILLE TOWN HALL  
LECOMPTE CITY HALL  
MANSURA CITY HALL  
MARKSVILLE CITY HALL  
MELVILLE CITY HALL  
MOREAUVILLE TOWN HALL

NEWELLTON CITY HALL  
VILLAGE OF PALMETTO  
PINEVILLE CITY HALL  
PLAUCHEVILLE TOWN HALL  
CITY OF SAINT JOSEPH  
VILLAGE OF SICILY ISLAND  
SIMMESPORT TOWN HALL  
VIDALIA CITY HALL  
WATERPROOF TOWN HALL  
CITY OF WISNER  
TOWN OF ANACOCO  
ATLANTA CITY HALL  
TOWN OF BALL  
TOWN OF BOYCE  
VILLAGE OF CALVIN  
CAMPTI CITY HALL  
VILLAGE OF CLARENCE  
CLARKS CITY HALL  
COLFAX CITY HALL  
COLUMBIA TOWN HALL  
CONVERSE CITY HALL  
DODSON TOWN HALL  
DRY PRONG TOWN HALL  
CREOLA CITY HALL  
FISHER CITY HALL  
VILLAGE OF FLORIEN  
FOREST HILL TOWN HALL  
VILLAGE OF GEORGETOWN  
TOWN OF GLENMORA  
MCNARY TOWN HALL  
TOWN HALL OF GRAYSON  
HORNBECK CITY HALL  
LEESVILLE CITY HALL  
TOWN OF MANY  
MONTGOMERY TOWN HALL  
NATCHEZ CITY HALL  
NATCHITOCHES CITY HALL  
TOWN OF NEW LLANO  
NOBLE CITY HALL  
OAKDALE CITY HALL  
OLLA TOWN HALL  
POLLOCK TOWN HALL  
PROVENCAL CITY HALL  
VILLAGE OF ROBELINE  
VILLAGE OF SIKES  
SIMPSON VILLAGE HALL  
TULLOS CITY HALL  
URANIA TOWN HALL  
WINNFIELD CITY HALL  
WOODWORTH TOWN HALL  
ZWOLLE CITY HALL

**Counties and Parishes in Louisiana including but not limited to:**

PLAQUEMINES PARISH

SAINT BERNARD PARISH



JEFFERSON PARISH  
SAINT CHARLES PARISH  
ST JOHN-BAPTIST PARISH  
ORLEANS PARISH  
LAFOURCHE PARISH  
TERREBONNE PARISH CONS  
ASSUMPTION PARISH  
TANGIPAHOA PARISH  
SAINT TAMMANY PARISH  
WASHINGTON PARISH  
SAINT HELENA PARISH  
LAFAYETTE PARISH CONS  
VERMILION PARISH  
SAINT MARY PARISH  
ACADIA PARISH  
JEFFERSON DAVIS PARISH  
IBERIA PARISH  
SAINT LANDRY PARISH  
SAINT MARTIN PARISH  
EVANGELINE PARISH  
CALCASIEU PARISH  
CAMERON PARISH  
BEAUREGARD PARISH  
ALLEN PARISH  
ASCENSION PARISH  
EAST FELICIANA PARISH  
SAINT JAMES PARISH  
LIVINGSTON PARISH  
POINTE COUPEE PARISH  
IBERVILLE PARISH  
WEST BATON ROUGE PARISH

**K-12 in Louisiana including but not limited to:**

ACADIA PARISH SCHOOL DISTRICT  
ALLEN PARISH SCHOOL DISTRICT  
ASCENSION PARISH SCHOOL DIST  
ASSUMPTION PARISH SCHOOL DIST  
AVOYELLES PARISH SCHOOL DIST  
BEAUREGARD PARISH SCHOOL DIST  
BIENVILLE PARISH SCHOOL DIST  
BOSSIER PARISH SCHOOL DIST  
CADDO PARISH PUBLIC SCHOOLS  
CALCASIEU PARISH SCHOOL DIST  
CALDWELL PARISH SCHOOL DIST  
CAMERON PARISH SCHOOL DISTRICT  
CATAHOULA PARISH SCH DISTRICT  
CLAIBORNE PARISH SCHOOL DIST  
CONCORDIA PARISH SCHOOL DIST  
DESOTO PARISH SCHOOL DISTRICT  
EAST BATON ROUGE PARISH SD  
EAST CARROLL PARISH SCH DIST  
EAST FELICIANA PARISH SCH DIST  
EVANGELINE PARISH SCHOOL DIST  
FRANKLIN PARISH SCHOOL DIST

WEST FELICIANA PARISH  
EAST BATON ROUGE PARISH-CITY  
BIENVILLE PARISH  
BOSSIER PARISH  
RED RIVER PARISH  
CLAIBORNE PARISH  
DESOTO PARISH  
WEBSTER PARISH  
CADDO PARISH  
OUACHITA PARISH  
MOREHOUSE PARISH  
UNION PARISH  
JACKSON PARISH  
EAST CARROLL PARISH  
WEST CARROLL PARISH  
RICHLAND PARISH  
LINCOLN PARISH  
MADISON PARISH  
FRANKLIN PARISH  
RAPIDES PARISH  
CATAHOULA PARISH  
LASALLE PARISH  
AVOYELLES PARISH  
TENSAS PARISH  
CONCORDIA PARISH  
GRANT PARISH  
CALDWELL PARISH  
SABINE PARISH  
NATCHITOCHE PARISH  
WINN PARISH  
VERNON PARISH

GRANT PARISH SCHOOL DISTRICT  
IBERIA PARISH SCHOOL DISTRICT  
IBERVILLE PARISH SCHOOL DIST  
JACKSON PARISH SCHOOL DISTRICT  
JEFFERSON PARISH PUB SCH DIST  
JEFFERSON DAVIS PARISH SD  
LAFAYETTE PARISH SCH DISTRICT  
LAFOURCHE PARISH SCHOOL DIST  
LASALLE PARISH SCHOOL DIST  
LINCOLN PARISH SCHOOL DISTRICT  
LIVINGSTON PARISH SCHOOL DIST  
MADISON PARISH SCHOOL DIST  
MOREHOUSE PARISH SCHOOL DIST  
NATCHITOCHE PARISH SCH DIST  
ORLEANS PARISH SCHOOL DISTRICT  
MONROE CITY SCHOOL DISTRICT  
OUACHITA PARISH SCHOOL DIST  
PLAQUEMINES PARISH SCH DIST  
POINTE COUPEE PARISH SCH DIST  
RAPIDES PARISH SCHOOL DISTRICT  
RED RIVER PARISH SCHOOL DIST

RICHLAND PARISH SCHOOL DIST  
SABINE PARISH SCHOOL DISTRICT  
ST BERNARD PARISH SCHOOL DIST  
ST CHARLES PARISH PUBLIC SD  
ST HELENA PARISH SCHOOL DIST  
ST JAMES PARISH SCHOOL DIST  
ST JOHN THE BAPTIST PARISH SD  
ST LANDRY PARISH SCH DIST  
ST MARTIN PARISH SCHOOL DIST  
ST MARY PARISH SCHOOL DISTRICT  
ST TAMMANY PARISH SCH DISTRICT  
TANGIPAHOA PARISH SCHOOL DIST  
TENSAS PARISH SCHOOL DISTRICT  
TERREBONNE PARISH SCHOOL DIST  
UNION PARISH SCHOOL DISTRICT  
VERMILION PARISH SCHOOL DIST  
VERNON PARISH SCHOOL DISTRICT

**Higher Education in Louisiana including but not limited to:**

MEDVANCE INSTITUTE-LOUISIANA  
RIVER PARISHES COMMUNITY CLG  
LOUISIANA DELTA COMMUNITY CLG  
SOUTH LOUISIANA CMTY CLG-LAFAY  
AVEDA INSTITUTE  
EASTERN CLG OF HEALTH VOCATION  
GRETN CARER COLLEGE  
BLUE CLIFF COLLEGE-SHREVEPORT  
BLUE CLIFF COLLEGE-LAFAYETTE  
BOSSIER PARISH CMTY COLLEGE  
CENTENARY COLLEGE OF LOUISIANA  
LOUISIANA ST UNIV-SHREVEPORT  
SOUTHERN UNIV AT SHREVEPORT  
MCNEESE STATE UNIVERSITY  
SOUTHERN UNIV A&M COLLEGE  
UNIV OF LOUISIANA-LAFAYETTE  
NICHOLLS STATE UNIVERSITY  
GRAMBLING STATE UNIVERSITY  
LOUISIANA TECH UNIVERSITY  
NORTHWESTERN STATE UNIVERSITY  
DILLARD UNIVERSITY  
LSU SCH OF MED-C/O BIOMED RSCH  
UNIVERSITY OF NEW ORLEANS  
LOYOLA UNIVERSITY-NEW ORLEANS  
NEW ORLEANS BAPTIST THEO SEM  
NOTRE DAME SEM GRAD SCH THEO  
OUR LADY OF HOLY CROSS COLLEGE  
SOUTHERN UNIV AT NEW ORLEANS  
TULANE UNIVERSITY  
XAVIER UNIV OF LOUISIANA  
DELGADO CMTY CLG-CITY PARK  
UNIV OF LOUISIANA-MONROE  
LOUISIANA COLLEGE  
LOUISIANA ST UNIV-ALEXANDRIA  
NUNEZ COMMUNITY COLLEGE

BOGALUSA CITY SCHOOL DISTRICT  
WASHINGTON PARISH SCHOOL DIST  
WEBSTER PARISH SCHOOL DIST  
WEST BATON ROUGE PARISH SD  
WEST CARROLL PARISH SCH DIST  
WEST FELICIANA PARISH SCH DIST  
WINN PARISH SCHOOL DISTRICT  
CITY OF BAKER SCHOOL SYSTEM  
ZACHARY COMMUNITY SCHOOL DIST  
RECOVERY SCHOOL DISTRICT  
CENTRAL COMMUNITY SCHOOL DIST  
JEFFERSON PARISH-REG NETWORK 1  
JEFFERSON PARISH-REG NETWORK 2  
JEFFERSON PARISH-REG NETWORK 3  
JEFFERSON PARISH-TRANS NETWORK  
JEFFERSON PARISH-REG SIG/TA  
JEFFERSON PARISH-ADV ACAD/SPEC

SAINT JOSEPH SEMINARY COLLEGE  
SOUTHEASTERN LOUISIANA UNIV  
LOUISIANA STATE UNIV AT EUNICE  
LOUISIANA STATE UNIVERSITY  
LSU SCHOOL OF NURSING  
TULANE SCHOOL OF MEDICINE  
LSU SCHOOL OF ALLIED HEALTH  
DELGADO CMTY CLG-WEST BANK  
LSU SCHOOL OF DENTISTRY  
LSU HEALTH SCI CTR-SHREVEPORT  
LOUISIANA TECH CLG-T H HARRIS  
LOUISIANA TECH CLG-EVANGELINE  
LSU SCH OF VETERINARY MEDICINE  
PAUL M HEBERT LAW CENTER  
TULANE LAW SCHOOL  
SOUTHERN UNIV LAW CENTER  
LOYOLA UNIVERSITY-SCH OF LAW  
BATON ROUGE SCH OF COMPUTERS  
WILLIAM CAREY UNIV-NEW ORLEANS  
DELGADO CMTY CLG SCH NURSING  
LSU HEALTH SCIENCE CENTER  
LOUISIANA STATE UNIV SYS OFF  
SOUTHERN UNIV A&M CLG SYS OFF  
UNIV OF LOUISIANA SYSTEM  
LOUISIANA CMTY TECH CLG SYSTEM  
LOUISIANA TECH COLLEGE-ACADIAN  
LOUISIANA TECH CLG-ALEXANDRIA  
LOUISIANA TECH CLG-ASCENSION  
LOUISIANA TECH CLG-AVOYELLES  
LOUISIANA TECH COLLEGE-BASTROP  
CAPITAL AREA TECH CLG-BATON  
LOUISIANA TECH CLG-C B CAREIL  
LOUISIANA TECH CLG-DELTA-QUACH  
LOUISIANA TECH CLG-JEFFERSON

LOUISIANA TECH CLG-HUEY P LONG  
LOUISIANA TECH CLG-HAMMOND  
LOUISIANA TECH CLG-MORGAN SMIT  
LOUISIANA TECH COLLEGE-GULF  
CAPITAL AREA TECH CLG-FOLKES  
CAPITAL AREA TECH CLG-JUMON  
LOUISIANA TECH CLG-LAFAYETTE  
LOUISIANA TECH CLG-LAFOURCHE  
LOUISIANA TECH CLG-LAMAR SALT  
LOUISIANA TECH CLG-MANSFIELD  
LOUISIANA TECH CLG-NATCHITOCHÉ  
LOUISIANA TECH CLG-NO CENTRAL  
LOUISIANA TECH CLG-N EAST  
LOUISIANA TECH CLG-N WEST  
LOUISIANA TECH CLG-OAKDALE  
SO CTRL LOUISIANA TECH CLG-RP  
LOUISIANA TECH CLG-RUSTON  
LOUISIANA TECH COLLEGE-SABINE  
LOUISIANA TECH CLG-SHELBY JACK  
LOUISIANA TECH CLG-SHREVEPORT  
LOUISIANA TECH COLLEGE-SLIDELL  
LOUISIANA TECH CLG-WEST JEFFER  
LOUISIANA TECH COLLEGE-TECHE  
LOUISIANA TECH CLG-TALLULAH  
NORTHSHORE TECH CMTY CLG  
SOWELA TECHNICAL CMTY COLLEGE  
FLETCHER TECHNICAL CMTY CLG  
CAPITAL AREA TECH CLG-WESTSDE  
REMINGTON COLLEGE-LAFAYETTE  
HERZING UNIVERSITY-NEW ORLEANS  
ITT TECHNICAL INST-ST ROSE  
BATON ROUGE COMMUNITY COLLEGE  
DELTA CLG OF ARTS & TECHNOLOGY  
REMINGTON COLLEGE-BATON ROUGE  
CAMELOT COLLEGE  
CAMERON COLLEGE  
BATON ROUGE COLLEGE  
DELTA TECH  
AMERICAN SCHOOL OF BUSINESS

**State Agencies in Louisiana including but not limited to:**

LOUISIANA - LT. GOVERNOR  
LOUISIANA - ATTORNEY GENERAL  
LOUISIANA - GOVERNOR  
LOUISIANA - STATE TREASURER  
LOUISIANA - SECRETARY OF STATE  
LOUISIANA - LOUISIANA STATE LEGISLATURE  
LOUISIANA - LEGISLATIVE AUDITOR  
LOUISIANA - LOUISIANA SENATE  
LOUISIANA - LOUISIANA HOUSE OF REPRESENTATIVES  
LOUISIANA - SUPREME COURT OF LOUISIANA  
LOUISIANA - LAW LIBRARY OF LOUISIANA  
LOUISIANA - DEPARTMENT OF AGRICULTURE AND FORESTRY  
LOUISIANA - DEPARTMENT OF CULTURE, RECREATION AND TOURISM

AYERS INSTITUTE INC  
ITT TECHNICAL INST-BATON ROUGE  
OUR LADY OF THE LAKE COLLEGE  
SOUTH LOUISIANA CMTY CLG-NEW  
LOUISIANA BAPTIST UNIVERSITY  
DIESEL DRIVING ACADEMY  
DIESEL DRIVING ACADEMY  
CAREER TECHNICAL CLG-MONROE  
UNIV OF PHOENIX-LOUISIANA  
BLUE CLIFF COLLEGE-METAIRIE  
SOUTH LOUISIANA CMTY CLG-FRANK  
NORTHWESTERN ST UNIV-NURSING  
ALEXANDRIA ACAD BEAUTY CULTURE  
AVEDA INSTITUTE-LAFAYETTE  
BAT ROUGE GEN MED SCH NURSING  
CAREER TECHNICAL CLG-SHREVEPOR  
SOUTHWEST UNIVERSITY  
DOMESTIC HOME CARE INSTITUTE  
EMBRY-RIDDLE AERO U-BARKSDALE  
FAMILY PRACTICE MED CENTER  
KENNER REG MEDICAL CENTER  
UNIVERSITY MEDICAL CENTER  
LAKE CHARLES MEM HOSPITAL  
EA CONWAY MED CENTER-MONROE  
EARL K LONG MED CTR-BTN ROUGE  
VETERANS ADMIN MED CTR  
LA STATE UNIV HOSP-SHREVEPORT  
E JEFFERSON GENERAL HOSPITAL  
BATON ROUGE MEDICAL CENTER  
VETERANS ADMIN MEDICAL CTR  
TOURO INFIRMARY  
OCHSNER FOUNDATION HOSP  
MED CENTER OF LOUISIANA  
NORTH OAKS MED CENTER  
DELGADO CMTY CLG-SLIDELL  
REMINGTON COLLEGE-SHREVEPORT  
VIRGINIA COLLEGE-BATON ROUGE  
DUPLICHAIR UNIVERISTY

LOUISIANA - DEPARTMENT OF EDUCATION  
LOUISIANA - DEPARTMENT OF ENVIRONMENTAL QUALITY  
LOUISIANA - DEPARTMENT OF INSURANCE  
LOUISIANA - DEPARTMENT OF LABOR  
LOUISIANA - DEPARTMENT OF NATURAL RESOURCES  
LOUISIANA - DEPARTMENT OF PUBLIC SAFETY  
LOUISIANA - DEPARTMENT OF REVENUE AND TAXATION  
LOUISIANA - DEPARTMENT OF STATE CIVIL SERVICE  
LOUISIANA - DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
LOUISIANA - DEPARTMENT OF WILDLIFE AND FISHERIES  
LOUISIANA - DIVISION OF ADMINISTRATION  
LOUISIANA - STATE LIBRARY  
LOUISIANA - DEPARTMENT OF CORRECTIONS  
LOUISIANA - LOUISIANA STATE POLICE  
LOUISIANA - OFFICE OF FINANCIAL INSTITUTIONS  
LOUISIANA - DEPARTMENT OF HEALTH AND HOSPITALS  
LOUISIANA - LOUISIANA ECONOMIC DEVELOPMENT  
LOUISIANA - LOUISIANA LOTTERY CORPORATION  
LOUISIANA - LOUISIANA NATIONAL GUARD  
LOUISIANA - OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS  
LOUISIANA - OFFICE OF STATE PARKS  
LOUISIANA - REGIONAL PLANNING COMMISSION (JEFFERSON, ORLEANS,  
PLAQUEMINES, ST. BERNARD AND ST. TAMMANY PARISHES)  
LOUISIANA - ACADIANA REGIONAL DEVELOPMENT DISTRICT  
LOUISIANA - LOUISIANA COMMISSION ON LAW ENFORCEMENT  
LOUISIANA - BOARD OF REGENTS  
LOUISIANA - REAL ESTATE COMMISSION  
LOUISIANA - LOUISIANA PUBLIC SERVICE COMMISSION  
LOUISIANA - LOUISIANA MOTOR VEHICLE COMMISSION  
LOUISIANA - FILM AND VIDEO COMMISSION

**Cities, Towns, Villages, and Boroughs in New Jersey including but not limited to:**

CITY OF BAYONNE	TOWN OF HARRISON
BLOOMFIELD TOWNSHIP	BOROUGH OF EAST NEWARK
FAIRFIELD TOWNSHIP	CITY OF HOBOKEN
TOWN OF BOONTON	BOROUGH OF NORTH ARLINGTON
BOONTON TOWNSHIP	TOWN OF KEARNY
BOROUGH OF NORTH CALDWELL	BOROUGH OF KENILWORTH
BOROUGH OF CALDWELL	BOROUGH OF LINCOLN PARK
WEST CALDWELL TOWNSHIP	WINFIELD TOWNSHIP
BOROUGH OF CARTERET	CITY OF LINDEN
CEDAR GROVE TOWNSHIP	LIVINGSTON TOWNSHIP
BOROUGH OF CLIFFSIDE PARK	MAPLEWOOD TOWNSHIP
CITY OF CLIFTON	MILLBURN TOWNSHIP
CRANFORD TOWNSHIP	MONTCLAIR TOWNSHIP
CITY OF EAST ORANGE	VERONA TOWNSHIP
BOROUGH OF EDGEWATER	MONTVILLE TOWNSHIP
BOROUGH OF ESSEX FELS	BOROUGH OF MOUNTAIN LAKES
FAIRVIEW BOROUGH HALL	TOWN OF NORTH BERGEN
BOROUGH OF FANWOOD	CITY OF ORANGE
BOROUGH OF FORT LEE	WEST ORANGE TOWNSHIP
CITY OF GARFIELD	PARSIPPANY-TROY HILLS TOWNSHIP
BOROUGH OF GARWOOD	CITY OF PASSAIC
BOROUGH OF GLEN RIDGE	BOROUGH OF WALLINGTON



WARREN TOWNSHIP  
CITY OF PLAINFIELD  
BOROUGH OF NORTH PLAINFIELD  
CITY OF RAHWAY  
CLARK TOWNSHIP  
BOROUGH OF ROSELAND  
BOROUGH OF WATCHUNG  
BOROUGH OF RUTHERFORD  
LYNDHURST TOWNSHIP  
BOROUGH OF CARLSTADT  
BOROUGH OF EAST RUTHERFORD  
BOROUGH OF MOONACHIE  
BOROUGH OF WOOD RIDGE  
SCOTCH PLAINS TOWNSHIP  
SOUTH ORANGE VILLAGE TOWNSHIP  
BOROUGH OF SOUTH PLAINFIELD  
SPRINGFIELD TOWNSHIP  
UNION TOWNSHIP  
TOWN OF WEEHAWKEN  
CITY OF UNION CITY  
TOWN OF WESTFIELD  
BOROUGH OF MOUNTAINSIDE  
TOWN OF WEST NEW YORK  
TOWN OF GUTTENBERG  
TOWN OF SECAUCUS  
WOODBIDGE TOWNSHIP  
CITY OF NEWARK  
BELLEVILLE TOWNSHIP  
NUTLEY TOWNSHIP  
IRVINGTON TOWNSHIP  
CITY OF ELIZABETH  
BOROUGH OF ROSELLE  
BOROUGH OF ROSELLE PARK  
HILLSIDE TOWNSHIP  
CITY OF JERSEY CITY  
BOROUGH OF ALLENDALE  
BOROUGH OF BLOOMINGDALE  
BOROUGH OF BUTLER  
BOROUGH OF KINNELON  
BOROUGH OF ELMWOOD PARK  
BOROUGH OF FAIR LAWN  
BOROUGH OF FRANKLIN  
BOROUGH OF FRANKLIN LAKES  
BOROUGH OF HAMBURG  
HARDYSTON TOWNSHIP  
BOROUGH OF HO-HO-KUS  
LITTLE FALLS TOWNSHIP  
BOROUGH OF WOODLAND PARK  
MAHWAH TOWNSHIP  
BOROUGH OF MIDLAND PARK  
BOROUGH OF OAKLAND  
BOROUGH OF OGDENSBURG  
BOROUGH OF POMPTON LAKES

PEQUANNOCK TOWNSHIP  
BOROUGH OF RAMSEY  
VILLAGE OF RIDGEWOOD  
BOROUGH OF GLEN ROCK  
BOROUGH OF RINGWOOD  
BOROUGH OF RIVERDALE  
BOROUGH OF UPPER SADDLE RIVER  
BOROUGH OF SADDLE RIVER  
BOROUGH OF SUSSEX  
WANTAGE TOWNSHIP  
VERNON TOWNSHIP  
BOROUGH OF WALDWICK  
BOROUGH OF WANAQUE  
WAYNE TOWNSHIP  
WEST MILFORD TOWNSHIP  
TOWN OF WYCKOFF  
CITY OF PATERSON  
BOROUGH OF HAWTHORNE  
BOROUGH OF HALEDON  
BOROUGH OF PROSPECT PARK  
BOROUGH OF NORTH HALEDON  
BOROUGH OF TOTOWA  
CITY OF HACKENSACK  
BOROUGH OF BOGOTA  
BOROUGH OF HASBROUCK HEIGHTS  
BOROUGH OF LEONIA  
SOUTH HACKENSACK TOWNSHIP  
BOROUGH OF MAYWOOD  
BOROUGH OF ALPINE  
BOROUGH OF BERGENFIELD  
BOROUGH OF CLOSTER  
CRESSKILL BOROUGH HALL  
BOROUGH OF DEMAREST  
BOROUGH OF DUMONT  
BOROUGH OF EMERSON  
CITY OF ENGLEWOOD  
BOROUGH OF ENGLEWOOD CLIFFS  
BOROUGH OF HARRINGTON PARK  
BOROUGH OF HAWORTH  
BOROUGH OF HILLSDALE  
BOROUGH OF LITTLE FERRY  
BOROUGH OF LODI  
BOROUGH OF MONTVALE  
BOROUGH OF NEW MILFORD  
BOROUGH OF NORTHVALE  
BOROUGH OF ROCKLEIGH  
BOROUGH OF NORWOOD  
BOROUGH OF ORADELL  
BOROUGH OF PALISADES PARK  
BOROUGH OF PARAMUS  
BOROUGH OF PARK RIDGE  
BOROUGH OF RIDGEFIELD  
VILLAGE OF RIDGEFIELD PARK

BOROUGH OF RIVER EDGE  
ROCHELLE PARK TOWNSHIP  
SADDLE BROOK TOWNSHIP  
CITY OF TEANECK  
BOROUGH OF TENAFLY  
BOROUGH OF WESTWOOD  
RIVER VALE TOWNSHIP  
BOROUGH OF OLD TAPPAN  
WASHINGTON TOWNSHIP  
BOROUGH OF WOODCLIFF LAKE  
BOROUGH OF RED BANK  
BOROUGH OF SHREWSBURY  
BOROUGH OF FAIR HAVEN  
BOROUGH OF ALLENHURST  
LOCH ARBOUR VILLAGE  
BOROUGH OF INTERLAKEN  
CITY OF ASBURY PARK  
BOROUGH OF ATLANTIC HIGHLANDS  
BOROUGH OF AVON BY THE SEA  
BOROUGH OF BELMAR  
BOROUGH OF LAKE COMO  
WALL TOWNSHIP  
BOROUGH OF BRADLEY BEACH  
COLTS NECK TOWNSHIP  
BOROUGH OF DEAL  
BOROUGH OF EATONTOWN  
SHREWSBURY TOWNSHIP  
BOROUGH OF TINTON FALLS  
BOROUGH OF ENGLISHTOWN  
MANALAPAN TOWNSHIP  
FARMINGDALE BOROUGH  
BOROUGH OF FREEHOLD  
FREEHOLD TOWNSHIP  
HAZLET TOWNSHIP  
HOWELL TOWNSHIP  
BOROUGH OF HIGHLANDS  
HOLMDEL TOWNSHIP  
KEANSBURG BOROUGH  
BOROUGH OF KEYPORT  
BOROUGH OF UNION BEACH  
BOROUGH OF LITTLE SILVER  
CITY OF LONG BRANCH  
MARLBORO TOWNSHIP  
ABERDEEN TOWNSHIP  
BOROUGH OF MATAWAN  
MIDDLETOWN TOWNSHIP  
BOROUGH OF MONMOUTH BEACH  
BOROUGH OF NEPTUNE CITY  
NEPTUNE TOWNSHIP  
OCEAN TOWNSHIP  
BOROUGH OF OCEANPORT  
BOROUGH OF RUMSON  
BOROUGH OF SEA BRIGHT

SPRING LAKE BOROUGH PARKS AND  
REC DEPT  
BOROUGH OF SPRING LAKE  
BOROUGH OF SPRING LAKE HEIGHTS  
BOROUGH OF WEST LONG BRANCH  
TOWN OF DOVER  
BOROUGH OF VICTORY GARDENS  
MINE HILL TOWNSHIP  
ALLAMUCHY TOWNSHIP  
BOROUGH OF ANDOVER  
FRANKFORD TOWNSHIP  
TOWN OF BELVIDERE  
WHITE TOWNSHIP  
BLAIRSTOWN TOWNSHIP  
FRELINGHUYSEN TOWNSHIP  
HARDWICK TOWNSHIP  
BOROUGH OF BRANCHVILLE  
SANDYSTON TOWNSHIP  
MONTAGUE TOWNSHIP  
MOUNT OLIVE TOWNSHIP  
CALIFON BOROUGH  
TEWKSBURY TOWNSHIP  
KNOWLTON TOWNSHIP  
DENVER TOWNSHIP  
INDEPENDENCE TOWNSHIP  
LIBERTY TOWNSHIP  
CITY OF HACKETTSTOWN  
BOROUGH OF HOPATCONG  
HOPE TOWNSHIP  
LAFAYETTE TOWNSHIP  
JEFFERSON TOWNSHIP  
ROXBURY TOWNSHIP  
WASHINGTON TOWNSHIP  
BOROUGH OF MOUNT ARLINGTON  
BOROUGH OF NETCONG  
TOWN OF NEWTON  
ANDOVER TOWNSHIP  
STILLWATER TOWNSHIP  
FREDON TOWNSHIP  
HAMPTON TOWNSHIP  
OXFORD TOWNSHIP  
MANSFIELD TOWNSHIP  
ROCKAWAY TOWNSHIP  
BOROUGH OF ROCKAWAY  
RANDOLPH TOWNSHIP  
SPARTA TOWNSHIP  
BOROUGH OF STANHOPE  
BYRAM TOWNSHIP  
GREEN TOWNSHIP  
BOROUGH OF WASHINGTON  
WASHINGTON TOWNSHIP  
BOROUGH OF WHARTON  
CITY OF SUMMIT

BERNARDS TOWNSHIP  
BEDMINSTER TOWNSHIP  
BERKELEY HEIGHTS TOWNSHIP  
BOROUGH OF BERNARDSVILLE  
MENDHAM TOWNSHIP  
CHATHAM TOWNSHIP  
BOROUGH OF CHATHAM  
BOROUGH OF CHESTER  
CHESTER TOWNSHIP  
BOROUGH OF FAR HILLS  
BOROUGH OF FLORHAM PARK  
LONG HILL TOWNSHIP  
EAST HANOVER TOWNSHIP  
BOROUGH OF MADISON  
BOROUGH OF MENDHAM  
BOROUGH OF MORRIS PLAINS  
MORRIS TOWNSHIP  
TOWN OF MORRISTOWN  
BOROUGH OF NEW PROVIDENCE  
HARDING TOWNSHIP  
BOROUGH OF PEAPACK-GLADSTONE  
HANOVER TOWNSHIP  
ALLOWAY TOWNSHIP  
CHERRY HILL TOWNSHIP  
WATERFORD TOWNSHIP  
BARNEGAT TOWNSHIP  
BARNEGAT LIGHT BOROUGH  
BOROUGH OF BARRINGTON  
BOROUGH OF HARVEY CEDARS  
BOROUGH OF BEACH HAVEN  
LONG BEACH TOWNSHIP  
BOROUGH OF SHIP BOTTOM  
BOROUGH OF SURF CITY  
BOROUGH OF BERLIN  
CITY OF BEVERLY  
EDGEWATER PARK TOWNSHIP  
GLOUCESTER TOWNSHIP  
WASHINGTON TOWNSHIP  
BOROUGH OF TAVISTOCK  
LOGAN TOWNSHIP  
BURLINGTON TOWNSHIP  
CITY OF BURLINGTON  
WOODLAND TOWNSHIP  
BOROUGH OF LAUREL SPRINGS  
BOROUGH OF CLEMENTON  
BOROUGH OF PINE HILL  
BOROUGH OF LINDENWOLD  
MANSFIELD TOWNSHIP  
BOROUGH OF GIBBSBORO  
GREENWICH TOWNSHIP  
BOROUGH OF GLASSBORO  
CITY OF GLOUCESTER CITY  
BOROUGH OF HADDONFIELD

BOROUGH OF HADDON HEIGHTS  
HAINESPORT TOWNSHIP  
TOWN OF HAMMONTON  
BOROUGH OF FOLSOM  
WINSLOW TOWNSHIP  
LOWER ALLOWAYS CREEK TOWNSHIP  
SOUTH HARRISON TOWNSHIP  
SPRINGFIELD TOWNSHIP  
VOORHEES TOWNSHIP  
WILLINGBORO TOWNSHIP  
LUMBERTON TOWNSHIP  
BOROUGH OF MAGNOLIA  
STAFFORD TOWNSHIP  
MANTUA TOWNSHIP  
MAPLE SHADE TOWNSHIP  
EVESHAM TOWNSHIP  
MOUNT LAUREL TOWNSHIP  
MEDFORD TOWNSHIP  
BOROUGH OF MEDFORD LAKES  
EAST GREENWICH TOWNSHIP  
MOORESTOWN TOWNSHIP  
BOROUGH OF MOUNT EPHRAIM  
MOUNT HOLLY TOWNSHIP  
EASTAMPTON TOWNSHIP  
WESTAMPTON TOWNSHIP  
HARRISON TOWNSHIP  
BOROUGH OF NATIONAL PARK  
BOROUGH OF PALMYRA  
BOROUGH OF PAULSBORO  
OLDMANS TOWNSHIP  
BOROUGH OF PEMBERTON  
PEMBERTON TOWNSHIP  
BOROUGH OF PENNS GROVE  
CARNEYS POINT TOWNSHIP  
PENNSVILLE TOWNSHIP  
BOROUGH OF PITMAN  
QUINTON TOWNSHIP  
RIVERSIDE TOWNSHIP  
DELANCO TOWNSHIP  
DELTRAN TOWNSHIP  
BOROUGH OF RIVERTON  
CINNAMINSON TOWNSHIP  
BOROUGH OF RUNNEMEDE  
CITY OF SALEM  
MANNINGTON TOWNSHIP  
ELSINBORO TOWNSHIP  
BOROUGH OF SOMERDALE  
BOROUGH OF HI-NELLA  
BOROUGH OF STRATFORD  
BOROUGH OF SWEDESBORO  
WOOLWICH TOWNSHIP  
WEST DEPTFORD TOWNSHIP  
LITTLE EGG HARBOR TOWNSHIP

BOROUGH OF TUCKERTON  
SOUTHAMPTON TOWNSHIP  
SHAMONG TOWNSHIP  
TABERNACLE TOWNSHIP  
BOROUGH OF CHESILHURST  
BOROUGH OF WENONAH  
BERLIN TOWNSHIP  
EAGLESWOOD TOWNSHIP  
BOROUGH OF WESTVILLE  
MONROE TOWNSHIP  
DEPTFORD TOWNSHIP  
CITY OF WOODBURY  
BOROUGH OF WOODBURY HEIGHTS  
BOROUGH OF WOODSTOWN  
PILESGROVE TOWNSHIP  
BOROUGH OF BELLMAWR  
CITY OF CAMDEN  
BOROUGH OF AUDUBON PARK  
BOROUGH OF AUDUBON  
BOROUGH OF OAKLYN  
BOROUGH OF WOODLYNNE  
HADDON TOWNSHIP  
BOROUGH OF COLLINGSWOOD  
BOROUGH OF MERCHANTVILLE  
PENNSAUKEN TOWNSHIP  
CITY OF ABSECON  
BOROUGH OF AVALON  
CITY OF BRIGANTINE  
BOROUGH OF WEST CAPE MAY  
CITY OF CAPE MAY  
GALLOWAY TOWNSHIP  
MIDDLE TOWNSHIP  
CAPE MAY POINT BOROUGH  
DENNIS TOWNSHIP  
CITY OF EGG HARBOR CITY  
TOWN OF WASHINGTON  
MULLICA TOWNSHIP  
CITY OF LINWOOD  
BASS RIVER TOWNSHIP  
CITY OF NORTHFIELD  
CITY OF OCEAN CITY  
CITY OF PLEASANTVILLE  
EGG HARBOR TOWNSHIP  
CITY OF PORT REPUBLIC  
CITY OF SEA ISLE  
CITY OF SOMERS POINT  
BOROUGH OF STONE HARBOR  
UPPER TOWNSHIP  
LOWER TOWNSHIP  
CITY OF NORTH WILDWOOD  
BOROUGH OF WILDWOOD CREST  
CITY OF WILDWOOD  
BOROUGH OF WEST WILDWOOD

BOROUGH OF WOODBINE  
CITY OF CORBIN CITY  
HOPEWELL TOWNSHIP  
CITY OF BRIDGETON  
UPPER DEERFIELD TOWNSHIP  
STOW CREEK TOWNSHIP  
BUENA VISTA TOWNSHIP  
LAWRENCE TOWNSHIP  
BOROUGH OF CLAYTON  
WEYMOUTH TOWNSHIP  
BOROUGH OF ELMER  
UPPER PITTSBORO TOWNSHIP  
PITTSBORO TOWNSHIP  
CITY OF ESTELL MANOR  
FAIRFIELD TOWNSHIP  
FRANKLIN TOWNSHIP  
GREENWICH TOWNSHIP  
MAURICE RIVER TOWNSHIP  
HAMILTON TOWNSHIP  
CITY OF MILLVILLE  
BOROUGH OF BUENA  
ELK TOWNSHIP  
BOROUGH OF NEWFIELD  
DOWNE TOWNSHIP  
COMMERCIAL TOWNSHIP  
DEERFIELD TOWNSHIP  
BOROUGH OF SHILOH  
CITY OF VINELAND  
CITY OF ATLANTIC CITY  
CITY OF MARGATE CITY  
BOROUGH OF LONGPORT  
CITY OF VENTNOR CITY  
BOROUGH OF ALLENTOWN  
FIELDSBORO BOROUGH  
CITY OF BORDENTOWN  
BORDENTOWN TOWNSHIP  
MILLSTONE TOWNSHIP  
NEW HANOVER TOWNSHIP  
CRANBURY TOWNSHIP  
UPPER FREEHOLD TOWNSHIP  
CHESTERFIELD TOWNSHIP  
FLORENCE TOWNSHIP  
EAST WINDSOR TOWNSHIP  
BOROUGH OF HIGHTSTOWN  
BOROUGH OF HOPEWELL  
JACKSON TOWNSHIP  
CITY OF LAMBERTVILLE  
WEST AMWELL TOWNSHIP  
PLUMSTED TOWNSHIP  
BOROUGH OF PENNINGTON  
PLAINSBORO TOWNSHIP  
BOROUGH OF PRINCETON  
PRINCETON TOWNSHIP

WEST WINDSOR TOWNSHIP  
EAST AMWELL TOWNSHIP  
BOROUGH OF ROCKY HILL  
BOROUGH OF ROOSEVELT  
DELAWARE TOWNSHIP  
MONTGOMERY TOWNSHIP PARKS AND  
REC DEPT  
BOROUGH OF STOCKTON  
HOPEWELL TOWNSHIP  
BOROUGH OF WRIGHTSTOWN  
NORTH HANOVER TOWNSHIP  
CITY OF TRENTON  
EWING TOWNSHIP  
LAWRENCE TOWNSHIP  
HAMILTON TOWNSHIP  
ROBBINSVILLE TOWNSHIP  
LAKEWOOD TOWNSHIP  
BERKELEY TOWNSHIP  
BOROUGH OF BEACHWOOD  
BOROUGH OF MANTOLOKING  
BRICK TOWNSHIP  
BOROUGH OF BRIELLE  
LACEY TOWNSHIP  
BOROUGH OF ISLAND HEIGHTS  
BOROUGH OF LAKEHURST  
BOROUGH OF LAVALLETTE  
BOROUGH OF MANASQUAN  
OCEAN GATE BOROUGH  
BOROUGH OF PINE BEACH  
BOROUGH OF BAY HEAD  
BOROUGH OF POINT PLEASANT BEACH  
BOROUGH OF POINT PLEASANT  
BOROUGH OF SEA GIRT  
BOROUGH OF SEASIDE HEIGHTS  
BOROUGH OF SEASIDE PARK  
BOROUGH OF SOUTH TOMS RIVER  
OCEAN TOWNSHIP  
MANCHESTER TOWNSHIP  
UNION TOWNSHIP  
BETHLEHEM TOWNSHIP  
KINGWOOD TOWNSHIP  
BOROUGH OF BLOOMSBURY  
BOROUGH OF BOUND BROOK  
BRIDGEWATER TOWNSHIP  
FRANKLIN TOWNSHIP  
TOWN OF CLINTON  
BOROUGH OF DUNELLEN

**Counties in New Jersey including but not limited to:**

ESSEX COUNTY  
UNION COUNTY  
HUDSON COUNTY  
PASSAIC COUNTY  
BERGEN COUNTY

GREEN BROOK TOWNSHIP  
EAST BRUNSWICK TOWNSHIP  
EDISON TOWNSHIP  
BOROUGH OF FLEMINGTON  
RARITAN TOWNSHIP  
FRENCHTOWN BOROUGH  
BOROUGH OF GLEN GARDNER  
LEBANON TOWNSHIP  
BOROUGH OF HAMPTON  
BOROUGH OF HELMETTA  
BOROUGH OF HIGH BRIDGE  
BOROUGH OF JAMESBURG  
MONROE TOWNSHIP  
BOROUGH OF LEBANON  
BOROUGH OF MANVILLE  
BOROUGH OF METUCHEN  
HILLSBOROUGH TOWNSHIP  
BOROUGH OF MILLSTONE  
BOROUGH OF MIDDLESEX  
BOROUGH OF MILFORD  
HOLLAND TOWNSHIP  
ALEXANDRIA TOWNSHIP  
BOROUGH OF MILLTOWN  
SOUTH BRUNSWICK TOWNSHIP  
PISCATAWAY TOWNSHIP  
OLD BRIDGE TOWNSHIP  
CITY OF PERTH AMBOY  
LOPATCONG TOWNSHIP  
TOWN OF PHILLIPSBURG  
BOROUGH OF ALPHA  
POHATCONG TOWNSHIP  
HARMONY TOWNSHIP  
FRANKLIN TOWNSHIP  
BOROUGH OF RARITAN  
BOROUGH OF SAYREVILLE  
FRANKLIN TOWNSHIP  
BOROUGH OF SUMMERVILLE  
BRANCHBURG TOWNSHIP  
CITY OF SOUTH AMBOY  
BOROUGH OF SOUTH BOUND BROOK  
BOROUGH OF SOUTH RIVER  
BOROUGH OF SPOTSWOOD  
GREENWICH TOWNSHIP  
READINGTON TOWNSHIP  
CITY OF NEW BRUNSWICK  
NORTH BRUNSWICK TOWNSHIP  
BOROUGH OF HIGHLAND PARK

MONMOUTH COUNTY  
WARREN COUNTY  
SUSSEX COUNTY  
MORRIS COUNTY  
BURLINGTON COUNTY



SALEM COUNTY  
GLOUCESTER COUNTY  
CAMDEN COUNTY  
CAPE MAY COUNTY  
CUMBERLAND COUNTY  
ATLANTIC COUNTY

MERCER COUNTY  
OCEAN COUNTY  
HUNTERDON COUNTY  
SOMERSET COUNTY  
MIDDLESEX COUNTY

**K-12 in New Jersey including but not limited to:**

ABSECON CITY ELEM SCH DISTRICT  
ATLANTIC CITY PUBLIC SCH DIST  
BRIGANTINE PUBLIC SCHOOL DIST  
BUENA REGIONAL SCHOOL DISTRICT  
EGG HARBOR CITY PUB SCH DIST  
EGG HARBOR TWP SCHOOL DISTRICT  
ESTELL MANOR CITY SCHOOL DIST  
FOLSOM SCHOOL DISTRICT  
GALLOWAY TWP SCHOOL DISTRICT  
GREATER EGG HARBOR REG HIGH SD  
HAMILTON TWP SCHOOL DISTRICT  
HAMMONTON TOWN SCHOOL DISTRICT  
LINWOOD PUBLIC SCHOOL DISTRICT  
MAINLAND REGIONAL HS DISTRICT  
MARGATE CITY SCHOOL DISTRICT  
MULLICA TWP SCHOOL DISTRICT  
NORTHFIELD CMTY SCHOOL DIST  
PLEASANTVILLE SCHOOL DISTRICT  
PORT REPUBLIC SCHOOL DISTRICT  
SOMERS POINT PUBLIC SCHOOLS  
VENTNOR CITY SCHOOL DISTRICT  
WEYMOUTH TWP SCHOOL DISTRICT  
ALLENDALE PUBLIC SCHOOL DIST  
ALPINE SCHOOL DISTRICT  
BERGEN CO TECH SCHOOL DIST  
BERGENFIELD SCHOOL DISTRICT  
BOGOTA SCHOOL DISTRICT  
CARLSTADT PUB SCHOOL DISTRICT  
EAST RUTHERFORD SCHOOL DIST  
CARLSTADT E RUTHERFORD REG SD  
CLIFFSIDE PARK SCHOOL DISTRICT  
CLOSTER SCHOOL DISTRICT  
CRESSKILL SCHOOL DISTRICT  
DEMAREST SCHOOL DISTRICT  
DUMONT SCHOOL DISTRICT  
ELMWOOD PARK SCHOOL DISTRICT  
EDGEWATER SCHOOL DISTRICT  
EMERSON SCHOOL DISTRICT  
ENGLEWOOD PUBLIC SCH DISTRICT  
ENGLEWOOD CLIFFS SCHOOL DIST  
FAIR LAWN SCHOOL DISTRICT  
FAIRVIEW SCHOOL DISTRICT  
FT LEE SCHOOL DISTRICT  
FRANKLIN LAKES SCHOOL DISTRICT  
GARFIELD SCHOOL DISTRICT  
GLEN ROCK SCHOOL DISTRICT

HACKENSACK PUBLIC SCHOOLS  
HARRINGTON PARK SCHOOL DIST  
HASBROUCK HEIGHTS SCHOOL DIST  
HAWORTH SCHOOL DISTRICT  
HILLSDALE SCHOOL DISTRICT  
HO-HO-KUS SCHOOL DISTRICT  
LEONIA SCHOOL DISTRICT  
LITTLE FERRY SCHOOL DISTRICT  
LODI SCHOOL DISTRICT  
LYNDHURST SCHOOL DISTRICT  
MAHWAH TWP SCHOOL DISTRICT  
MAYWOOD SCHOOL DISTRICT  
MIDLAND PARK PUBLIC SCH DIST  
MONTVALE SCHOOL DISTRICT  
MOONACHIE SCHOOL DISTRICT  
NEW MILFORD SCHOOL DISTRICT  
NORTH ARLINGTON SCHOOL DIST  
NORTHERN HIGHLANDS REG HSD  
NORTHERN VALLEY REG HIGH SD  
NORTHVALE PUBLIC SCHOOL DIST  
NORWOOD PUBLIC SCHOOL DISTRICT  
OAKLAND SCHOOL DISTRICT  
OLD TAPPAN SCHOOL DISTRICT  
RIVER DELL REGIONAL SCH DIST  
ORADELL PUBLIC SCHOOL DISTRICT  
PALISADES PARK SCHOOL DISTRICT  
PARAMUS SCHOOL DISTRICT  
PARK RIDGE SCHOOL DISTRICT  
PASCACK VLY REG HIGH SCH DIST  
RAMAPO INDIAN HILLS REG HSD  
RAMSEY PUBLIC SCHOOL DISTRICT  
RIDGEFIELD SCHOOL DISTRICT  
RIDGEFIELD PARK SCH DISTRICT  
RIDGEWOOD VILLAGE SCH DIST  
RIVER EDGE SCHOOL DISTRICT  
RIVER VALE SCHOOL DISTRICT  
ROCHELLE PARK SCHOOL DISTRICT  
RUTHERFORD SCHOOL DISTRICT  
SADDLE BROOK TWP SCH DISTRICT  
SADDLE RIVER SCHOOL DISTRICT  
SOUTH HACKENSACK SCHOOL DIST  
TEANECK SCHOOL DISTRICT  
TENAFLY SCHOOL DISTRICT  
UPPER SADDLE RIVER SCHOOLS  
WALDWICK SCHOOL DISTRICT  
WALLINGTON PUBLIC SCHOOLS

WESTWOOD REG SCHOOL DISTRICT  
WOODCLIFF LAKE SCH DIST  
WOOD RIDGE SCHOOL DISTRICT  
WYCKOFF SCHOOL DISTRICT  
BASS RIVER TWP SCHOOL DISTRICT  
BEVERLY CITY SCHOOL DISTRICT  
BORDENTOWN REG SCHOOL DISTRICT  
BURLINGTON CITY PUBLIC SD  
BURLINGTON TWP SCHOOL DISTRICT  
BURLINGTON CO INST TECH DIST  
CHESTERFIELD TWP SCHOOL DIST  
CINNAMINSON TWP SCHOOL DIST  
DELANCO TWP SCHOOL DISTRICT  
DELRAN TWP SCHOOL DISTRICT  
EASTAMPTON TWP SCHOOL DISTRICT  
EDGEWATER PARK TWP SCHOOL DIST  
EVESHAM TWP SCHOOL DISTRICT  
FLORENCE TWP SCHOOL DISTRICT  
HAINESPORT TWP SCHOOL DISTRICT  
LENAPE REGIONAL HIGH SCH DIST  
LUMBERTON TWP SCHOOL DISTRICT  
MANSFIELD TWP SCHOOL DISTRICT  
MAPLE SHADE TWP SCHOOL DIST  
MEDFORD LAKES SCHOOL DISTRICT  
MEDFORD TWP SCHOOL DISTRICT  
MOORESTOWN TWP SCHOOL DIST  
MT HOLLY TWP SCHOOL DISTRICT  
MT LAUREL TWP ELEM SCHOOL DIST  
NEW HANOVER TWP SCHOOL DIST  
NORTH HANOVER TWP SCH DISTRICT  
NORTHERN BURLINGTON CO REG SD  
PALMYRA BOROUGH SCH DISTRICT  
PEMBERTON TOWNSHIP SCH DIST  
RANCOCAS VALLEY REG HS DIST  
RIVERSIDE TWP PUBLIC SCH DIST  
RIVERTON BOROUGH SCHOOL DIST  
SHAMONG TWP SCHOOL DISTRICT  
SOUTHAMPTON TWP SCHOOL DIST  
SPRINGFIELD TWP SCHOOL DIST  
TABERNACLE TWP SCHOOL DISTRICT  
WASHINGTON TWP SCHOOL DISTRICT  
WESTAMPTON TWP SCHOOL DISTRICT  
WILLINGBORO PUBLIC SCHOOL DIST  
WOODLAND TWP SCHOOL DISTRICT  
AUDUBON PUBLIC SCH DISTRICT  
BARRINGTON SCHOOL DIST  
BELLMAWR BOROUGH SCH DISTRICT  
BERLIN BOROUGH SCHOOL DISTRICT  
BERLIN TWP SCHOOL DISTRICT  
BLACK HORSE PIKE REG SCH DIST  
BROOKLAWN SCHOOL DISTRICT  
CAMDEN CITY SCHOOL DISTRICT  
CAMDEN CO TECHNICAL SCH DIST

CHERRY HILL PUBLIC SCHOOL DIST  
CLEMENTON ELEM SCHOOL DISTRICT  
COLLINGSWOOD PUBLIC SCH DIST  
EASTERN CAMDEN CO REG SCH DIST  
GIBBSBORO SCHOOL DISTRICT  
GLOUCESTER CITY SCHOOL DIST  
GLOUCESTER TWP SCHOOL DISTRICT  
HADDON HEIGHTS PUBLIC SCH DIST  
HADDON TWP SCHOOL DISTRICT  
HADDONFIELD PUBLIC SCH DIST  
LAUREL SPRINGS SCHOOL DISTRICT  
LAWNSIDE PUBLIC SCHOOL DIST  
LINDENWOLD SCHOOL DISTRICT  
MAGNOLIA PUBLIC SCH DISTRICT  
MERCHANTVILLE SCHOOL DISTRICT  
MT EPHRAIM SCHOOL DISTRICT  
OAKLYN PUBLIC SCHOOL DISTRICT  
PENNSAUKEN PUBLIC SCHOOL DIST  
PINE HILL PUBLIC SCHOOL DIST  
RUNNEMEDE PUBLIC SCHOOL DIST  
SOMERDALE PUBLIC SCHOOL DIST  
STERLING HIGH SCHOOL DISTRICT  
STRATFORD BOROUGH SCH DISTRICT  
VOORHEES TWP SCHOOL DISTRICT  
WATERFORD TWP SCHOOL DISTRICT  
WINSLOW TWP SCHOOL DISTRICT  
WOODLYNNE PUBLIC SCHOOL DIST  
AVALON SCHOOL DISTRICT  
CAPE MAY CITY SCHOOL DISTRICT  
CAPE MAY CO TECH SCH DISTRICT  
DENNIS TWP SCHOOL DISTRICT  
LOWER CAPE MAY REG SCH DIST  
LOWER TWP ELEM SCHOOL DISTRICT  
MIDDLE TWP SCHOOL DISTRICT  
NORTH WILDWOOD SCHOOL DISTRICT  
OCEAN CITY SCHOOL DISTRICT  
STONE HARBOR SCHOOL DISTRICT  
UPPER TWP SCHOOL DISTRICT  
WEST CAPE MAY SCHOOL DISTRICT  
WILDWOOD PUBLIC SCHOOL DIST  
WILDWOOD CREST SCHOOL DISTRICT  
WOODBINE SCHOOL DISTRICT  
BRIDGETON SCHOOL DISTRICT  
COMMERCIAL TWP SCHOOL DIST  
CUMBERLAND CO VOC TECH SD  
DEERFIELD TWP SCHOOL DISTRICT  
DOWNE TWP SCHOOL DISTRICT  
FAIRFIELD TWP SCHOOL DISTRICT  
GREENWICH TWP SCHOOL DISTRICT  
HOPEWELL TWP SCHOOL DISTRICT  
LAWRENCE TWP SCHOOL DISTRICT  
MAURICE RIVER TWP SCHOOL DIST  
MILLVILLE PUBLIC SCHOOLS

STOW CREEK TWP SCHOOL DISTRICT  
UPPER DEERFIELD TWP SCH DIST  
VINELAND PUBLIC SCHOOL DIST  
BELLEVILLE SCHOOL DISTRICT  
BLOOMFIELD TWP SCHOOL DISTRICT  
CALDWELL-W CALDWELL SCH DIST  
CEDAR GROVE SCHOOL DISTRICT  
EAST ORANGE SCHOOL DISTRICT  
ESSEX CO VOC SCHOOL DISTRICT  
ESSEX FELS SCHOOL DISTRICT  
FAIRFIELD PUBLIC SCH DIST  
GLEN RIDGE SCHOOL DISTRICT  
IRVINGTON PUBLIC SCHOOL DIST  
LIVINGSTON PUBLIC SCHOOL DIST  
MILLBURN TWP SCHOOL DISTRICT  
MONTCLAIR SCHOOL DISTRICT  
NEWARK PUBLIC SCHOOL DISTRICT  
NORTH CALDWELL SCH DISTRICT  
NUTLEY SCHOOL DISTRICT  
ORANGE TWP SCHOOL DISTRICT  
ROSELAND SCHOOL DISTRICT  
SOUTH ORANGE MAPLEWOOD SD  
VERONA SCHOOL DISTRICT  
WEST ESSEX REG SCHOOL DISTRICT  
WEST ORANGE SCHOOL DISTRICT  
CLAYTON SCHOOL DISTRICT  
CLEARVIEW REG SCHOOL DISTRICT  
DEPTFORD TWP SCH DISTRICT  
EAST GREENWICH TWP SCHOOL DIST  
ELK TWP SCHOOL DISTRICT  
FRANKLIN TWP SCHOOL DISTRICT  
GATEWAY REG HIGH SCHOOL DIST  
GLASSBORO SCHOOL DISTRICT  
GLOUCESTER CO VOC TECH SD  
GREENWICH TWP SCHOOL DISTRICT  
HARRISON TWP SCHOOL DISTRICT  
KINGSWAY REGIONAL SCH DISTRICT  
LOGAN TWP SCHOOL DISTRICT  
MANTUA TWP SCHOOL DISTRICT  
MONROE TWP PUBLIC SCHOOL DIST  
NATIONAL PARK SCHOOL DISTRICT  
PAULSBORO SCHOOL DISTRICT  
PITMAN SCHOOL DISTRICT  
SOUTH HARRISON TWP ELEM SD  
DELSEA REGIONAL HIGH SCH DIST  
SWEDSBORO WOOLWICH SCH DIST  
WASHINGTON TWP SCHOOL DISTRICT  
WENONAH SCHOOL DISTRICT  
WEST DEPTFORD TWP SCH DISTRICT  
WESTVILLE SCHOOL DISTRICT  
WOODBURY CITY PUBLIC SCH DIST  
WOODBURY HEIGHTS SCHOOL DIST  
BAYONNE SCHOOL DISTRICT

EAST NEWARK PUBLIC SCHOOL DIST  
GUTTENBERG SCHOOL DISTRICT  
HARRISON PUBLIC SCH DISTRICT  
HOBOKEN SCHOOL DISTRICT  
JERSEY CITY PUBLIC SCHOOL DIST  
KEARNY SCHOOL DISTRICT  
NORTH BERGEN SCHOOL DISTRICT  
SECAUCUS SCHOOL DISTRICT  
UNION CITY SCHOOL DISTRICT  
WEEHAWKEN SCHOOL DISTRICT  
WEST NEW YORK SCHOOL DISTRICT  
ALEXANDRIA TWP SCHOOL DISTRICT  
BETHLEHEM TWP SCHOOL DISTRICT  
BLOOMSBURY SCHOOL DISTRICT  
CALIFON SCHOOL DISTRICT  
CLINTON GLEN GARDNER PUBLIC SD  
CLINTON TWP SCHOOL DISTRICT  
DELAWARE TWP SCHOOL DISTRICT  
DELAWARE VLY REG HIGH SCH DIST  
EAST AMWELL TWP SCHOOL DIST  
FLEMINGTON-RARITAN REGIONAL SD  
FRANKLIN TWP SCHOOL DISTRICT  
FRENCHTOWN ELEM SCH DISTRICT  
HAMPTON BOROUGH SCHOOL DIST  
HIGH BRIDGE BOROUGH SCH DIST  
HOLLAND TWP SCHOOL DISTRICT  
HUNTERDON CENTRAL REG HS DIST  
KINGWOOD TWP SCHOOL DISTRICT  
LAMBERTVILLE PUBLIC SCH DIST  
LEBANON BOROUGH SCH DISTRICT  
LEBANON TWP SCHOOL DISTRICT  
MILFORD PUBLIC SCH DISTRICT  
NORTH HUNTERDON-VOORHEES RHSD  
READINGTON TWP PUBLIC SCHOOLS  
SOUTH HUNTERDON REG HIGH SD  
STOCKTON BOROUGH SCH DISTRICT  
TEWKSBURY TWP SCHOOL DISTRICT  
UNION TWP SCHOOL DISTRICT  
WEST AMWELL TWP SCHOOL DIST  
EAST WINDSOR REG SCH DISTRICT  
EWING TWP PUBLIC SCHOOLS  
HAMILTON TWP SCHOOL DISTRICT  
HOPEWELL VALLEY REG SCH DIST  
LAWRENCE TWP PUBLIC SCHOOLS  
MERCER CO TECH SCHOOL DISTRICT  
PRINCETON PUBLIC SCHOOLS  
TRENTON SCHOOL DISTRICT  
ROBBINSVILLE PUBLIC SCHOOLS  
WEST WINDSOR-PLAINSBORO REG SD  
CARTERET PUBLIC SCHOOLS  
CRANBURY TWP SCHOOL DISTRICT  
DUNELLEN SCHOOL DISTRICT  
EAST BRUNSWICK PUBLIC SCH DIST

EDISON TWP PUBLIC SCHOOL DIST  
HIGHLAND PARK SCHOOL DISTRICT  
JAMESBURG SCHOOL DISTRICT  
OLD BRIDGE TWP SCHOOL DIST  
METUCHEN SCHOOL DISTRICT  
MIDDLESEX PUBLIC SCH DIST  
MIDDLESEX CO VOC TECH HSD  
MILLTOWN SCHOOL DISTRICT  
MONROE TWP SCHOOL DISTRICT  
NEW BRUNSWICK SCHOOL DISTRICT  
NORTH BRUNSWICK TWP PUBLIC SD  
PERTH AMBOY SCHOOL DISTRICT  
PISCATAWAY TWP SCHOOL DISTRICT  
SAYREVILLE SCHOOL DISTRICT  
SOUTH AMBOY SCHOOL DISTRICT  
SOUTH BRUNSWICK PUB SCH DIST  
SOUTH PLAINFIELD PUBLIC SD  
SOUTH RIVER SCHOOL DISTRICT  
SPOTSWOOD SCHOOL DISTRICT  
WOODBIDGE TWP SCHOOL DISTRICT  
ASBURY PARK SCHOOL DISTRICT  
ATLANTIC HIGHLANDS SCHOOL DIST  
AVON BY SEA SCHOOL DISTRICT  
BELMAR SCHOOL DISTRICT  
BRADLEY BEACH SCHOOL DISTRICT  
BRIELLE SCHOOL DISTRICT  
COLTS NECK TWP SCHOOL DISTRICT  
DEAL ELEM SCHOOL DISTRICT  
EATONTOWN PUBLIC SCHOOL DIST  
FAIR HAVEN PUBLIC SCH DISTRICT  
FARMINGDALE SCHOOL DISTRICT  
FREEHOLD BOROUGH SCH DIST  
FREEHOLD REG HIGH SCHOOL DIST  
FREEHOLD TWP ELEM SCH DISTRICT  
HAZLET TWP SCHOOL DISTRICT  
HENRY HUDSON REG SCHOOL DIST  
HIGHLANDS ELEM SCHOOL DISTRICT  
HOLMDEL TWP SCHOOL DISTRICT  
HOWELL TWP SCHOOL DISTRICT  
KEANSBURG BOROUGH SCHOOL DIST  
KEYPORT SCHOOL DISTRICT  
LITTLE SILVER SCHOOL DISTRICT  
LONG BRANCH SCHOOL DISTRICT  
MANALAPAN ENGLISHTOWN REG SD  
MANASQUAN PUBLIC SCH DISTRICT  
MARLBORO TWP PUBLIC SCH DIST  
MATAWAN ABERDEEN REGIONAL SD  
MIDDLETOWN TWP SCH DISTRICT  
MILLSTONE TWP SCHOOL DISTRICT  
MONMOUTH BEACH SCHOOL DIST  
MONMOUTH REG HIGH SCHOOL DIST  
NEPTUNE CITY SCH DIST  
NEPTUNE TWP SCHOOL DISTRICT

OCEAN TWP SCHOOL DISTRICT  
OCEANPORT SCHOOL DISTRICT  
RED BANK BOROUGH PUBLIC SD  
RED BANK REG HIGH SCHOOL DIST  
ROOSEVELT SCHOOL DISTRICT  
RUMSON BOROUGH ELEM SCH DIST  
RUMSON FAIRHAVEN REG HIGH SD  
SEA GIRT SCHOOL DISTRICT  
SHORE REGIONAL HIGH SCH DIST  
SHREWSBURY BOROUGH SCH DIST  
SPRING LAKE SCHOOL DISTRICT  
SPRING LAKE HEIGHTS SCH DIST  
TINTON FALLS SCHOOL DISTRICT  
UNION BEACH PUBLIC SCHOOL DIST  
UPPER FREEHOLD REG SCH DIST  
WALL TWP SCHOOL DISTRICT  
WEST LONG BRANCH SCH DISTRICT  
BOONTON SCHOOL DIST  
BOONTON TWP SCH DIST  
BUTLER SCHOOL DISTRICT  
SCHOOL DIST OF THE CHATHAMS  
CHESTER SCHOOL DISTRICT  
DENVER TWP SCHOOL DISTRICT  
DOVER PUBLIC SCHOOL DISTRICT  
EAST HANOVER TWP SCHOOL DIST  
FLORHAM PARK SCHOOL DISTRICT  
HANOVER PARK REG HIGH SCH DIST  
HANOVER TWP PUBLIC SCHOOLS  
HARDING TWP SCHOOL DISTRICT  
JEFFERSON TWP SCHOOL DISTRICT  
KINNELON SCHOOL DISTRICT  
LINCOLN PARK SCH DIST  
MADISON SCHOOL DISTRICT  
MENDHAM BOROUGH SCH DISTRICT  
MENDHAM TWP SCHOOL DISTRICT  
MINE HILL TWP SCHOOL DISTRICT  
MONTVILLE TWP SCHOOL DISTRICT  
MORRIS HILLS REG HIGH SCH DIST  
MORRIS PLAINS SCHOOL DISTRICT  
MORRIS CO TECH DISTRICT  
MORRIS SCHOOL DISTRICT  
MT ARLINGTON PUBLIC SCH DIST  
MT OLIVE TWP SCHOOL DISTRICT  
MOUNTAIN LAKES SCHOOL DISTRICT  
NETCONG SCHOOL DISTRICT  
PARSIPPANY TROY HILLS TWP SD  
LONG HILL TWP SCHOOL DISTRICT  
PEQUANNOCK TWP SCHOOL DISTRICT  
RANDOLPH TWP SCHOOL DISTRICT  
RIVERDALE PUBLIC SCHOOL DIST  
ROCKAWAY BOROUGH SCH DISTRICT  
ROCKAWAY TWP SCHOOL DISTRICT  
ROXBURY TWP SCHOOL DISTRICT

WASHINGTON TWP SCHOOL DISTRICT  
WEST MORRIS REG HIGH SCH DIST  
WHARTON SCHOOL DISTRICT  
BAY HEAD SCHOOL DISTRICT  
BEACH HAVEN SCHOOL DISTRICT  
BERKELEY TWP SCHOOL DISTRICT  
BRICK TWP SCHOOL DISTRICT  
CENTRAL REG SCHOOL DISTRICT  
EAGLESWOOD TWP ELEM SD  
ISLAND HEIGHTS SCH DIST  
JACKSON TWP SCHOOL DISTRICT  
LACEY TWP SCHOOL DISTRICT  
LAKEHURST SCHOOL DISTRICT  
LAKEWOOD PUBLIC SCHOOLS  
LAVALLETTE BOROUGH SCH DIST  
LITTLE EGG HARBOR TWP SCH DIST  
LONG BEACH ISLAND SCH DIST  
MANCHESTER TWP SCHOOL DISTRICT  
OCEAN CO VOC TECH SCH DISTRICT  
OCEAN GATE SCHOOL DISTRICT  
OCEAN TWP SCHOOL DISTRICT  
PLUMSTED TWP SCHOOL DISTRICT  
POINT PLEASANT BEACH SCH DIST  
POINT PLEASANT SCHOOL DIST  
SEASIDE HEIGHTS SCH DISTRICT  
SOUTHERN REGIONAL SCH DIST  
STAFFORD TWP SCHOOL DISTRICT  
TOMS RIVER REGIONAL SCH DIST  
TUCKERTON SCHOOL DISTRICT  
BARNEGAT TWP SCHOOL DISTRICT  
BLOOMINGDALE SCHOOL DISTRICT  
CLIFTON SCHOOL DISTRICT  
HALEDON PUBLIC SCHOOLS  
HAWTHORNE PUBLIC SCHOOLS  
LAKELAND REG HIGH SCHOOL DIST  
LITTLE FALLS TWP SCHOOL DIST  
NORTH HALEDON SCHOOL DISTRICT  
PASSAIC CITY PUBLIC SCH DIST  
PASSAIC CO MANCHESTER REG HSD  
PASSAIC VALLEY REG HIGH SD 1  
PASSAIC CO VOC TECH SCH DIST  
PATERSON PUBLIC SCHOOL DIST  
POMPTON LAKES SCHOOL DISTRICT  
PROSPECT PARK SCHOOL DISTRICT  
RINGWOOD SCHOOL DISTRICT  
TOTOWA SCHOOL DISTRICT  
WANAQUE SCHOOL DISTRICT  
WAYNE TWP PUBLIC SCHOOLS  
WEST MILFORD TWP SCHOOL DIST  
WOODLAND PARK PUBLIC SCHOOLS  
ALLOWAY TWP SCHOOL DISTRICT  
EL SINBORO TWP SCHOOL DISTRICT  
LOWER ALLOWAYS CREEK SCH DIST

MANNINGTON TWP SCHOOL DISTRICT  
OLDMANS TWP SCHOOL DISTRICT  
PENNS GROVE CARNEY PT REG SD  
PENNSVILLE SCHOOL DISTRICT  
PITTSBURGH TWP SCHOOL DISTRICT  
QUINTON TWP SCHOOL DISTRICT  
SALEM CITY SCHOOL DISTRICT  
UPPER PITTSBURGH SCH DIST  
WOODSTOWN PILESGROVE REG SD  
BEDMINSTER TWP SCHOOL DISTRICT  
BERNARDS TWP SCHOOL DISTRICT  
SOMERSET HILLS SCHOOL DIST  
BOUND BROOK SCHOOL DISTRICT  
BRANCHBURG TWP SCHOOL DISTRICT  
BRIDGEWATER RARITAN REG SD  
FRANKLIN TWP PUBLIC SCH DIST  
GREEN BROOK TWP SCH DISTRICT  
HILLSBOROUGH TWP SCHOOL DIST  
MANVILLE SCHOOL DISTRICT  
MONTGOMERY TWP SCHOOL DISTRICT  
NORTH PLAINFIELD PUB SCH DIST  
SOMERSET CO VOC SCHOOL DIST  
SOMERVILLE PUBLIC SCH DISTRICT  
SOUTH BOUND BROOK SCHOOL DIST  
WARREN TWP SCHOOL DISTRICT  
WATCHUNG BOROUGH SCH DISTRICT  
WATCHUNG HILLS REGIONAL HSD  
ANDOVER REG SCHOOL DISTRICT  
BYRAM TWP SCHOOL DISTRICT  
FRANKFORD TWP SCHOOL DISTRICT  
FRANKLIN BOROUGH SCH DISTRICT  
FREDON TWP SCHOOL DISTRICT  
GREEN TWP SCHOOL DISTRICT  
HAMBURG PUBLIC SCHOOL DISTRICT  
HAMPTON TWP SCHOOL DISTRICT  
HARDYSTON TWP SCHOOL DISTRICT  
HIGH POINT REG HIGH SCH DIST  
HOPATCONG BOROUGH SCH DISTRICT  
LAFAYETTE TWP SCHOOL DIST  
MONTAGUE SCHOOL DISTRICT  
NEWTON SCHOOL DISTRICT  
OGDENSBURG PUBLIC SCHOOL DIST  
SANDYSTON-WALPACK SCHOOL DIST  
SPARTA TWP SCHOOL DISTRICT  
STANHOPE SCHOOL DISTRICT  
STILLWATER TWP SCHOOL DISTRICT  
SUSSEX WANTAGE REG SCH DIST  
VERNON TWP PUB SCH DISTRICT  
BERKELEY HEIGHTS PUBLIC SD  
CLARK TWP SCHOOL DISTRICT  
CRANFORD PUBLIC SCHOOL DIST  
ELIZABETH SCHOOL DISTRICT  
GARWOOD SCHOOL DISTRICT



HILLSIDE SCHOOL DISTRICT  
KENILWORTH SCHOOL DISTRICT  
LINDEN SCHOOL DISTRICT  
MOUNTAINSIDE SCHOOL DISTRICT  
NEW PROVIDENCE SCHOOL DISTRICT  
PLAINFIELD PUBLIC SCHOOL DIST  
RAHWAY PUBLIC SCHOOL DISTRICT  
ROSELLE BOROUGH PUBLIC SCHOOLS  
ROSELLE PARK SCHOOL DISTRICT  
SCOTCH PLAINS-FANWOOD SCH DIST  
SPRINGFIELD PUBLIC SCH DIST  
SUMMIT PUBLIC SCHOOLS  
UNION CO VOC TECH SCH DISTRICT  
UNION TWP SCHOOL DISTRICT  
WESTFIELD SCHOOL DISTRICT  
WINFIELD TWP SCHOOL DISTRICT  
ALLAMUCHY TWP SCHOOL DISTRICT  
ALPHA SCHOOL DISTRICT  
BELVIDERE SCHOOL DISTRICT  
BLAIRSTOWN TWP SCHOOL DISTRICT  
FRANKLIN TWP SCHOOL DISTRICT  
FRELINGHUYSEN TWP SCHOOL DIST  
GREENWICH TWP SCHOOL DISTRICT  
HACKETTSTOWN SCHOOL DISTRICT  
HARMONY TWP SCHOOL DISTRICT  
HOPE TWP SCHOOL DISTRICT  
GREAT MEADOWS REGIONAL SD  
KNOWLTON TWP SCHOOL DISTRICT  
LOPATCONG TWP SCH DIST  
MANSFIELD TWP SCHOOL DISTRICT  
NORTH WARREN REGIONAL SCH DIST

**Higher Education in New Jersey including but not limited to:**

SANFORD BROWN INST-ISELIN  
CAPRI INSTITUTE OF HAIR DESIGN  
CONCORDE SCH OF HAIR DESIGN  
CAPRI INSTITUTE OF HAIR DESIGN  
CAPRI INSTITUTE OF HAIR DESIGN  
CAPRI INSTITUTE OF HAIR DESIGN  
ARTISTIC ACAD OF HAIR DESIGN  
EMPIRE BEAUTY SCHOOL  
CAPRI INSTITUTE OF HAIR DESIGN  
EUROPEAN ACAD OF COSMETOLOGY  
EMPIRE BEAUTY SCHOOL  
RIZZIERI SCH/BEAUTY/WELLNESS  
PARISIAN BEAUTY SCHOOL  
EMPIRE BEAUTY SCHOOL  
UNION COUNTY COLLEGE-ELIZABETH  
UNION COUNTY CLG-PLAINFIELD  
UMDNJ NEW JERSEY DENTAL SCHOOL  
UMDNJ SCH OF HLTH RELATED PROF  
UMDNJ SCH OF OSTEOPATHIC MED  
UMDNJ NEW JERSEY MEDICAL SCH  
RUTGERS LAW SCHOOL

OXFORD TWP SCHOOL DISTRICT  
PHILLIPSBURG SCHOOL DISTRICT  
POHATCONG TWP SCHOOL DIST  
WARREN CO VOC DISTRICT  
WARREN HILLS REG SCH DIST  
WASHINGTON BOROUGH SCHOOL DIST  
WASHINGTON TWP SCHOOL DISTRICT  
WHITE TWP SCHOOL DISTRICT  
LENAPE VALLEY REG HIGH SD  
KITATINNY REG HIGH SCH DIST  
HUDSON CO SCHOOLS OF TECH  
MONMOUTH CO VOC SCH DISTRICT  
SALEM CO VOC TECH SCHOOL DIST  
BERGEN CO SPEC SERV SCH DIST  
ATLANTIC CO SPEC SERVICES SD  
BURLINGTON CO SPEC SERVICE SD  
CAPE MAY CO SPECIAL SERVICE SD  
CUMBERLAND REGIONAL HIGH SD  
MERCER CO SPEC SERV SCH DIST  
PINELANDS REGIONAL SCH DIST  
WALLKILL VALLEY REG HS DIST  
GLOUCESTER CO SPECIAL SVC SD  
HUNTERDON CO VOC SCH DISTRICT  
SALEM CO SPECIAL SERVICES SD  
BAYSHORE JOINTURE SPEC ED SD  
NEWARK PSD-SCHOOL NETWORK 1  
NEWARK PSD-SCHOOL NETWORK 2  
NEWARK PSD-SCHOOL NETWORK 3  
NEWARK PSD-SCHOOL NETWORK 4  
NEWARK PSD-SCHOOL NETWORK 5  
NEWARK PSD-SCHOOL NETWORK 6

RUTGERS UNIV SCH OF LAW-CAMDEN  
RUTGERS BUSINESS SCHOOL  
DIVERS ACAD EASTERN SEABOARD  
ENGINE CITY TECHNICAL INST  
JERSEY TRACTOR TRAILER TRAIN  
KUBERT SCH CARTOON/GRAPHIC ART  
RETS INSTITUTE  
PRISM CAREER INST-CHERRY HILL  
ATLANTIC COUNTY INST TECH  
ACADEMY OF MASSAGE THERAPY  
ATLANTIC CAPE CMTY COLLEGE  
RICHARD STOCKTON COLLEGE OF NJ  
PETROCELLI COLLEGE/CONT STDS  
FAIRLEIGH DICKINSON UNIV-TEA  
FELICIAN COLLEGE  
SHU IMMACULATE CONCEPTION SEM  
BERGEN CMTY CLG-PARAMUS  
FAIRLEIGH DICKINSON UNIV-FLOR  
RAMAPO COLLEGE  
BURLINGTON CO CLG-PEMBERTON  
RUTGERS UNIVERSITY-CAMDEN

CAMDEN COUNTY COLLEGE  
CUMBERLAND COUNTY COLLEGE  
BLOOMFIELD COLLEGE  
CALDWELL COLLEGE  
MONTCLAIR STATE UNIVERSITY  
UNIV OF MED/DENTISTRY SYS OFF  
NEW JERSEY INST OF TECHNOLOGY  
RUTGERS UNIVERSITY-NEWARK  
SETON HALL UNIVERSITY  
ESSEX COUNTY COLLEGE-NEWARK  
ROWAN UNIVERSITY-GLASSBORO  
GLOUCESTER COUNTY COLLEGE  
NEW JERSEY CITY UNIVERSITY  
SAINT PETERS UNIVERSITY  
STEVENS INST OF TECHNOLOGY  
HUDSON COUNTY CMTY CLG-JERSEY  
PRINCETON THEOLOGICAL SEMINARY  
PRINCETON UNIVERSITY  
RIDER UNIVERSITY  
THE COLLEGE OF NEW JERSEY  
WESTMINSTER CHOIR CLG-RIDER U  
MERCER CO CMTY CLG-W WINDSOR  
THOMAS EDISON STATE COLLEGE  
MIDDLESEX COUNTY COLLEGE  
NEW BRUNSWICK THEO SEM  
RUTGERS THE STATE UNIV OF NJ  
BROOKDALE COMMUNITY COLLEGE  
ASSUMPTION COLLEGE FOR SISTERS  
COLLEGE OF ST ELIZABETH  
DREW UNIVERSITY  
MONMOUTH UNIVERSITY  
COUNTY COLLEGE OF MORRIS  
RABBINICAL COLLEGE OF AMERICA  
GEORGIAN COURT UNIVERSITY  
OCEAN COUNTY COLLEGE  
WILLIAM PATERSON UNIVERSITY  
PASSAIC COUNTY CMTY COLLEGE  
RARITAN VALLEY CMTY COLLEGE  
KEAN UNIVERSITY  
UNION COUNTY COLLEGE  
CENTENARY COLLEGE  
BERKELEY COLLEGE-GARRET MT  
SALEM COMMUNITY COLLEGE  
BERKELEY COLLEGE-MIDDLESEX  
SETON HALL UNIV SCHOOL OF LAW  
BERKELEY COLLEGE-BERGEN  
ROBERT WOOD JOHNSON MED  
SCHOOL  
DEVRY UNIVERSITY-N BRUNSWICK  
DREW UNIV THEOLOGICAL SCHOOL  
ST PETERS U-ENGLEWOOD CLIFFS  
CAMDEN CMTY COLLEGE-CAMDEN  
RUTGERS ST UNIV OF NJ CTRL OFF

UMDNJ SCHOOL OF NURSING  
SUSSEX COUNTY CMTY COLLEGE  
WARREN COUNTY CMTY COLLEGE  
LINCOLN TECHNICAL INST OFFICE  
OMEGA INSTITUTE  
EASTWICK COLLEGES  
HARRIS SCHOOL OF BUSINESS  
DRAKE COLLEGE OF BUSINESS  
STUART SCH OF BUSINESS ADMIN  
PRISM CAREER INST-EGG HARBOR  
HOHOKUS SCH OF BUS/MEDICAL SCI  
STENOTECH CAREER INSTITUTE  
DOVER BUSINESS COLLEGE  
LINCOLN TECH INST-UNION  
GENESIS SCHOOL OF BUSINESS  
CENTRAL CAREER SCHOOL  
LINCOLN TECH INST-MAHWAH  
DOVER BUSINESS COLLEGE  
HUDSON COUNTY CMTY CLG-N HUDSO  
ESSEX COUNTY COLLEGE-W ESSEX  
HOHOKUS SCH OF BUS/MEDICAL SCI  
ACAD OF MASSAGE THERAPY  
LINCOLN TECH INST-EDISON  
LINCOLN TECH INST-MORRESTOWN  
FORTIS INSTITUTE-WAYNE  
STAR CAREER ACADEMY  
STAR CAREER ACADEMY-EGG HARBOR  
STAR CAREER ACADEMY-CLIFTON  
STAR CAREER ACADEMY-NEWARK  
SETON HALL UNIV-GRAD MED ED  
HORIZON INST PARALEGAL STUDIES  
CT SCH OF BROADCASTING-NJ  
BERLITZ LANGUAGE CENTER  
BERLITZ LANGUAGE CENTER  
BERLITZ LANGUAGE CENTER  
BERLITZ INTERNATIONAL INC  
UMDNJ SCH OF PUB HLTH-NEWARK  
UMDNJ SCH OF PUB HLTH-PICA/NB  
UMDNJ SCH OF PUB HLTH-STR/CAM  
ANTHEM INSTITUTE-PARSIPPANY  
PENNCO TECH  
ANTHEM INSTITUTE-JERSEY CITY  
ANTHEM INSTITUTE-CHERRY HILL  
ANTHEM INSTITUTE-N BRUNSWICK  
SOMERSET CHRISTIAN COLLEGE  
TETERBORO SCH OF AERONAUTICS  
EASTERN INTL CLG-JERSEY CITY  
INST FOR THERAPEUTIC MASSAGE  
CORTIVA INST-NEW JERSEY  
CONCORDE SCHOOL OF HAIR DESIGN  
PB COSMETOLOGY EDUCATION CTR  
HOLY NAME HOSP SCH OF NURSING  
LOURDES MEDICAL SCH OF NURSING

ST FRANCIS MED CTR SCH NURSING  
CAPITAL HEALTH SYS SCH NURSING  
MERCER CO CMTY CLG-JAMES KEAR  
BAYONNE HOSPITAL SCH NURSING  
CHRIST HOSPITAL SCH OF NURSING  
HOHOKUS SCHOOL AT MED CENTER  
ROWAN UNIVERSITY-CAMDEN  
RIDER UNIV-PRIN/WESTMINSTER  
BURLINGTON CO CLG-MT LAUREL  
BURLINGTON CO CLG-WILLINGBORO  
BEST CARE TRAINING INSTITUTE  
PERFORMANCE TRAINING  
HEALTHCARE TRAINING INSTITUTE  
EMBRY-RIDDLE AERO U-MCGUIRE  
ST JOSEPHS FAMILY MEDICINE  
PRINCETON HEALTHCARE SYS  
CAPITAL HEALTH SYSTEM  
CENTRAL STATE MEDICAL CENTER  
FAMILY PRACTICE CENTER  
FAMILY MEDICINE CENTER  
FAMILY MED CTR-MONUMENT SQ  
PHILLIPS BARBER HEALTH CTR  
HUNTERDON MEDICAL CENTER  
RARITAN BAY MEDICAL CTR  
ENGLEWOOD HOSPITAL  
JERSEY CITY MEDICAL CENTER  
ST JOSEPHS MEDICAL CENTER  
MONMOUTH MEDICAL CTR  
UNION HOSPITAL  
ST MICHAELS MEDICAL CTR  
NEWARK BETH ISRAEL  
THE UNIVERSITY HOSPITAL  
ST BARNABAS MED CENTER  
HACKENSACK UNIV MED CTR  
VETERANS ADMIN MED CTR  
ST PETERS UNIVERSITY HOSP

W JERSEY FAMILY PRACTICE  
MUHLENBERG REG MEDICAL CTR  
UNDERWOOD MEMORIAL HOSP  
COVENTRY FAMILY PRACTICE  
CAPITAL HEALTH SYSTEM  
SOMERSET MEDICAL CENTER  
ST FRANCIS MEDICAL CENTER  
JOHN F KENNEDY MEDICAL CTR  
ROBERT WOOD JOHNSON HOSP  
COOPER MEDICAL CENTER  
JERSEY SHORE MEDICAL CTR  
MIDDLESEX GEN HOSPITAL  
WEST JERSEY HOSPITAL  
ST MARY HOSPITAL  
BERGEN REG MEDICAL CENTER  
ATLANTIC CITY MED CENTER  
MOUNTAINSIDE HOSPITAL  
OVERLOOK HOSPITAL  
MORRISTOWN MEM HOSPITAL  
MATHENY SCHOOL/HOSPITAL  
ROBERT WOOD JOHNSON MED SCH  
PASCACK VALLEY HOSPITAL  
TRINITAS HOSPITAL  
UNIV MEDICINE/DENTISTRY  
PERTH AMBOY SCH-ADULT PN  
SHORE MEMORIAL HOSPITAL  
FELICIAN COLLEGE-RUTHERFORD  
BERKELEY COLLEGE-NEWARK  
DEVRY UNIVERSITY-PARAMUS  
CAMDEN COUNTY COLLEGE  
EASTERN INTL CLG-BELLEVILLE  
LINCOLN TECH INST-S PLAINFIELD  
LINCOLN TECH INST-PARAMUS  
DEVRY UNIVERSITY-CHERRY HILL  
BERGEN CMTY CLG-MEADOWLANDS  
ITT TECHNICAL INST-MARLTON

**State Agencies in New Jersey including but not limited to:**

NEW JERSEY - GOVERNOR  
NEW JERSEY - ATTORNEY GENERAL  
NEW JERSEY - STATE TREASURER  
NEW JERSEY - SECRETARY OF STATE  
NEW JERSEY - STATE LEGISLATURE  
NEW JERSEY - JUDICIARY  
NEW JERSEY - DEPARTMENT OF ENVIRONMENTAL PROTECTION  
NEW JERSEY - DEPARTMENT OF LAW AND PUBLIC SAFETY  
NEW JERSEY - DEPARTMENT OF THE TREASURY  
NEW JERSEY - NEW JERSEY STATE LIBRARY  
NEW JERSEY - TRAVEL AND TOURISM  
NEW JERSEY - WORKFORCE NEW JERSEY PUBLIC INFORMATION NETWORK  
NEW JERSEY - DEPARTMENT OF HUMAN SERVICES  
NEW JERSEY - DEPARTMENT OF HEALTH AND SENIOR SERVICES  
NEW JERSEY - NEW JERSEY LOTTERY  
NEW JERSEY - DEPARTMENT OF TRANSPORTATION

NEW JERSEY - DEPARTMENT OF STATE  
 NEW JERSEY - DEPARTMENT OF PERSONNEL  
 NEW JERSEY - DEPARTMENT OF MILITARY AND VETERANS AFFAIRS  
 NEW JERSEY - DEPARTMENT OF LABOR  
 NEW JERSEY - DEPARTMENT OF EDUCATION  
 NEW JERSEY - DEPARTMENT OF CORRECTIONS  
 NEW JERSEY - DEPARTMENT OF COMMUNITY AFFAIRS  
 NEW JERSEY - DEPARTMENT OF BANKING AND INSURANCE  
 NEW JERSEY - DEPARTMENT OF AGRICULTURE  
 NEW JERSEY - OFFICE OF THE PUBLIC DEFENDER  
 NEW JERSEY - OFFICE OF INFORMATION TECHNOLOGY  
 NEW JERSEY - HANGOUT NJ (KID'S PAGE)  
 NEW JERSEY - DIVISION OF PARKS & FORESTRY  
 NEW JERSEY - NEW JERSEY HOMELAND SECURITY  
 NEW JERSEY - NEW JERSEY STATE POLICE  
 NEW JERSEY - OFFICE OF EMERGENCY MANAGEMENT  
 NEW JERSEY - DIVISION OF AGING SERVICES  
 NEW JERSEY - ELECTION LAW ENFORCEMENT COMMISSION  
 NEW JERSEY - NEW JERSEY COMMERCE AND ECONOMIC GROWTH COMMISSION  
 NEW JERSEY - NEW JERSEY COMMISSION ON HIGHER EDUCATION  
 NEW JERSEY - STATE COMMISSION OF INVESTIGATION  
 NEW JERSEY - NEW JERSEY BUILDING AUTHORITY  
 NEW JERSEY - GARDEN STATE PRESERVATION TRUST  
 NEW JERSEY - VICTIMS OF CRIME COMPENSATION BOARD  
 NEW JERSEY - STATE PAROLE BOARD  
 NEW JERSEY - NEW JERSEY BOARD OF PUBLIC UTILITIES  
 NEW JERSEY - NEW JERSEY MEADOWLANDS COMMISSION

**Cities, Towns, Villages, and Boroughs in New York including but not limited to:**

CITY OF NEW YORK	TOWN OF NORTH SALEM
VILLAGE OF ARDSLEY	VILLAGE OF OSSINING
TOWN OF NORTH CASTLE	TOWN OF OSSINING
TOWN OF BEDFORD	CITY OF PEEKSKILL
TOWN OF SOUTHEAST	TOWN OF CORTLANDT
VILLAGE OF BREWSTER	VILLAGE OF PLEASANTVILLE
VILLAGE OF BRIARCLIFF MANOR	VILLAGE OF RYE BROOK
VILLAGE OF BUCHANAN	TOWN OF RYE
TOWN OF KENT	VILLAGE OF PORT CHESTER
TOWN OF NEW CASTLE	TOWN OF POUND RIDGE
TOWN OF PHILIPSTOWN	TOWN OF PUTNAM VALLEY
VILLAGE OF NELSONVILLE	CITY OF RYE
VILLAGE OF COLD SPRING	VILLAGE OF SCARSDALE
VILLAGE OF CROTON ON HUDSON	TOWN OF SOMERS
VILLAGE OF DOBBS FERRY	TOWN OF LEWISBORO
VILLAGE OF ELMSFORD	VILLAGE OF SLEEPY HOLLOW
TOWN-VILLAGE OF HARRISON	VILLAGE OF TARRYTOWN
VILLAGE OF IRVINGTON	TOWN OF MOUNT PLEASANT
VILLAGE OF LARCHMONT	TOWN OF YORKTOWN
TOWN OF CARMEL	CITY OF WHITE PLAINS
VILLAGE OF MAMARONECK	TOWN OF GREENBURGH
TOWN OF MAMARONECK	CITY OF YONKERS
VILLAGE OF MOUNT KISCO	VILLAGE OF HASTINGS ON HUDSON
TOWN OF MOUNT KISCO	VILLAGE OF TUCKAHOE
CITY OF MOUNT VERNON	VILLAGE OF BRONXVILLE

TOWN OF EASTCHESTER  
CITY OF NEW ROCHELLE  
TOWN OF PELHAM  
VILLAGE OF PELHAM  
VILLAGE OF PELHAM MANOR  
VILLAGE OF MONTEBELLO  
TOWN OF RAMAPO  
VILLAGE OF SUFFERN  
VILLAGE OF SOUTH BLOOMING GROVE  
TOWN OF BLOOMING GROVE  
TOWN OF HAMPTONBURGH  
VILLAGE OF WOODBURY  
VILLAGE OF CHESTER  
TOWN OF CHESTER  
VILLAGE OF FLORIDA  
TOWN OF HAVERSTRAW  
TOWN OF GOSHEN  
VILLAGE OF GOSHEN  
VILLAGE OF GREENWOOD LAKE  
VILLAGE OF HARRIMAN  
VILLAGE OF HAVERSTRAW  
TOWN OF HIGHLANDS  
VILLAGE OF HIGHLAND FALLS  
TOWN OF WOODBURY  
VILLAGE OF HILLBURN  
CITY OF MIDDLETOWN  
TOWN OF WALLKILL  
VILLAGE OF KIRYAS JOEL  
TOWN OF MONROE  
VILLAGE OF MONROE  
VILLAGE OF KASER  
VILLAGE OF WESLEY HILLS  
TOWN OF CLARKSTOWN  
VILLAGE OF NEW HEMPSTEAD  
VILLAGE OF UPPER NYACK  
VILLAGE OF NYACK  
VILLAGE OF SOUTH NYACK  
VILLAGE OF GRANDVIEW ON HUDSON  
TOWN OF ORANGETOWN  
VILLAGE OF OTISVILLE  
TOWN OF MOUNT HOPE  
VILLAGE OF PIERMONT  
VILLAGE OF POMONA  
TOWN OF WAWAYANDA  
VILLAGE OF SLOATSBURG  
VILLAGE OF SPRING VALLEY  
VILLAGE OF CHESTNUT RIDGE  
VILLAGE OF NEW SQUARE  
TOWN OF STONY POINT  
VILLAGE OF AIRMONT  
VILLAGE OF TUXEDO PARK  
TOWN OF TUXEDO  
VILLAGE OF UNIONVILLE

VILLAGE OF WARWICK  
TOWN OF WARWICK  
VILLAGE OF WASHINGTONVILLE  
VILLAGE OF WEST HAVERSTRAW  
TOWN OF MINISINK  
VILLAGE OF SOUTH FLORAL PARK  
VILLAGE OF BELLEROSE  
VILLAGE OF FLORAL PARK  
VILLAGE OF LAKE SUCCESS  
VILLAGE OF KENSINGTON  
VILLAGE OF GREAT NECK ESTATES  
VILLAGE OF RUSSELL GARDENS  
VILLAGE OF GREAT NECK PLAZA  
VILLAGE OF GREAT NECK  
VILLAGE OF SADDLE ROCK  
VILLAGE OF THOMASTON  
VILLAGE OF KINGS POINT  
VILLAGE OF PLANDOME  
VILLAGE OF FLOWER HILL  
VILLAGE OF PLANDOME MANOR  
TOWN OF NORTH HEMPSTEAD  
VILLAGE OF MUNSEY PARK  
VILLAGE OF PLANDOME HEIGHTS  
VILLAGE OF NEW HYDE PARK  
VILLAGE OF SANDS POINT  
VILLAGE OF MANORHAVEN  
VILLAGE OF PORT WASHINGTON  
NORTH  
VILLAGE OF BAXTER ESTATES  
VILLAGE OF MINEOLA  
VILLAGE OF ATLANTIC BEACH  
VILLAGE OF CEDARHURST  
VILLAGE OF EAST ROCKAWAY  
VILLAGE OF FREEPORT  
VILLAGE OF GARDEN CITY  
VILLAGE OF STEWART MANOR  
CITY OF GLEN COVE  
VILLAGE OF OLD BROOKVILLE  
VILLAGE OF BROOKVILLE  
TOWN OF HEMPSTEAD  
VILLAGE OF HEMPSTEAD  
VILLAGE OF HEWLETT NECK  
VILLAGE OF WOODSBURGH  
VILLAGE OF HEWLETT BAY PARK  
VILLAGE OF HEWLETT HARBOR  
VILLAGE OF ISLAND PARK  
VILLAGE OF LAWRENCE  
VILLAGE OF LATTINGTOWN  
VILLAGE OF MATINECOCK  
CITY OF LONG BEACH  
VILLAGE OF LYNBROOK  
VILLAGE OF MALVERNE  
VILLAGE OF OLD WESTBURY



VILLAGE OF ROCKVILLE CENTRE  
VILLAGE OF ROSLYN HARBOR  
VILLAGE OF ROSLYN ESTATES  
VILLAGE OF ROSLYN  
VILLAGE OF EAST HILLS  
VILLAGE OF NORTH HILLS  
VILLAGE OF SEA CLIFF  
VILLAGE OF VALLEY STREAM  
VILLAGE OF WESTBURY  
VILLAGE OF WILLISTON PARK  
VILLAGE OF EAST WILLISTON  
VILLAGE OF AMITYVILLE  
VILLAGE OF BABYLON  
VILLAGE OF SALTAIRE  
VILLAGE OF BAYVILLE  
VILLAGE OF BELLPORT  
VILLAGE OF BRIGHTWATERS  
VILLAGE OF OLD FIELD  
VILLAGE OF POQUOTT  
VILLAGE OF FARMINGDALE  
TOWN OF BROOKHAVEN  
VILLAGE OF HUNTINGTON BAY  
VILLAGE OF LLOYD HARBOR  
TOWN OF HUNTINGTON  
VILLAGE OF ISLANDIA  
TOWN OF ISLIP  
VILLAGE OF LAKE GROVE  
TOWN OF BABYLON  
VILLAGE OF LINDENHURST  
VILLAGE OF MASSAPEQUA PARK  
VILLAGE OF MILL NECK  
VILLAGE OF NORTHPORT  
VILLAGE OF ASHAROKEN  
VILLAGE OF OCEAN BEACH  
VILLAGE OF COVE NECK  
VILLAGE OF UPPER BROOKVILLE  
TOWN OF OYSTER BAY  
VILLAGE OF OYSTER BAY COVE  
VILLAGE OF CENTRE ISLAND  
VILLAGE OF PATCHOGUE  
VILLAGE OF BELLE TERRE  
VILLAGE OF PORT JEFFERSON  
VILLAGE OF HEAD OF THE HARBOR  
VILLAGE OF NISSEQUOGUE  
VILLAGE OF SHOREHAM  
VILLAGE OF THE BRANCH  
TOWN OF SMITHTOWN  
VILLAGE OF LAUREL HOLLOW  
VILLAGE OF MUTTONTOWN  
TOWN OF RIVERHEAD  
VILLAGE OF EAST HAMPTON  
TOWN OF EAST HAMPTON  
VILLAGE OF GREENPORT

VILLAGE OF QUOGUE  
VILLAGE OF SAGAPONACK  
VILLAGE OF SAG HARBOR  
VILLAGE OF NORTH HAVEN  
TOWN OF SHELTER ISLAND  
VILLAGE OF DERING HARBOR  
VILLAGE OF SOUTHAMPTON  
TOWN OF SOUTHAMPTON  
TOWN OF SOUTHOLD  
VILLAGE OF WEST HAMPTON DUNES  
VILLAGE OF WESTHAMPTON BEACH  
VILLAGE OF ALTAMONT  
CITY OF AMSTERDAM  
TOWN OF PERTH  
TOWN OF AMSTERDAM  
TOWN OF FLORIDA  
VILLAGE OF ATHENS  
TOWN OF ATHENS  
TOWN OF CHARLTON  
VILLAGE OF BALLSTON SPA  
TOWN OF MILTON  
TOWN OF MALTA  
TOWN OF BERLIN  
TOWN OF BERNE  
VILLAGE OF BROADALBIN  
TOWN OF BROADALBIN  
TOWN OF BALLSTON  
TOWN OF CANAAN  
TOWN OF CARLISLE  
TOWN OF CAROGA  
VILLAGE OF CASTLETON-ON-HUDSON  
VILLAGE OF CHATHAM  
TOWN OF CHATHAM  
VILLAGE OF COBLESKILL  
TOWN OF COBLESKILL  
TOWN OF SEWARD  
CITY OF COHOES  
VILLAGE OF COXSACKIE  
TOWN OF COXSACKIE  
VILLAGE OF DELANSON  
TOWN OF BETHLEHEM  
TOWN OF DUANESBURG  
TOWN OF EAST GREENBUSH  
VILLAGE OF EAST NASSAU  
TOWN OF SCHODACK  
TOWN OF CLIFTON PARK  
TOWN OF HALFMOON  
VILLAGE OF ESPERANCE  
TOWN OF ESPERANCE  
TOWN OF MOHAWK  
VILLAGE OF FONDA  
VILLAGE OF FORT JOHNSON  
VILLAGE OF FULTONVILLE

TOWN OF GLEN  
TOWN OF WRIGHT  
VILLAGE OF GALWAY  
TOWN OF GALWAY  
TOWN OF GHENT  
TOWN OF GILBOA  
TOWN OF CONESVILLE  
CITY OF GLOVERSVILLE  
TOWN OF BLEECKER  
TOWN OF GRAFTON  
TOWN OF GREENVILLE  
TOWN OF GUILDERLAND  
VILLAGE OF HAGAMAN  
TOWN OF NEW BALTIMORE  
TOWN OF HOOSICK  
VILLAGE OF HOOSICK FALLS  
TOWN OF JEFFERSON  
CITY OF JOHNSTOWN  
TOWN OF JOHNSTOWN  
VILLAGE OF KINDERHOOK  
TOWN OF KNOX  
TOWN OF LAKE PLEASANT  
TOWN OF COLONIE  
VILLAGE OF MAYFIELD  
TOWN OF MAYFIELD  
CITY OF MECHANICVILLE  
TOWN OF RENSSELAERVILLE  
TOWN OF SCHAGHTICOKE  
VILLAGE OF MIDDLEBURGH  
TOWN OF MIDDLEBURGH  
TOWN OF BROOME  
VILLAGE OF NASSAU  
TOWN OF NASSAU  
TOWN OF NEW LEBANON  
TOWN OF KINDERHOOK  
TOWN OF BLENHEIM  
TOWN OF BENSON  
VILLAGE OF NORTHVILLE  
TOWN OF NORTHAMPTON  
TOWN OF HOPE  
TOWN OF EDINBURG  
TOWN OF PETERSBURGH  
TOWN OF ARIETTA  
TOWN OF POESTENKILL  
VILLAGE OF RAVENA  
TOWN OF COEYMANS  
CITY OF RENSSELAER  
VILLAGE OF RICHMONDVILLE  
TOWN OF RICHMONDVILLE  
VILLAGE OF ROUND LAKE  
TOWN OF SAND LAKE  
VILLAGE OF SCHAGHTICOKE  
TOWN OF MARYLAND

VILLAGE OF SCHOHARIE  
TOWN OF SCHOHARIE  
TOWN OF NEW SCOTLAND  
VILLAGE OF SPECULATOR  
TOWN OF AUSTERLITZ  
TOWN OF CHARLESTON  
TOWN OF ROOT  
VILLAGE OF STAMFORD  
TOWN OF STEPHENTOWN  
VILLAGE OF STILLWATER  
TOWN OF STILLWATER  
TOWN OF STUYVESANT  
TOWN OF SUMMIT  
CITY OF TROY  
TOWN OF BRUNSWICK  
TOWN OF GREEN ISLAND  
VILLAGE OF GREEN ISLAND  
VILLAGE OF VALATIE  
VILLAGE OF VALLEY FALLS  
TOWN OF PITTSTOWN  
VILLAGE OF VOORHEESVILLE  
VILLAGE OF WATERFORD  
TOWN OF WATERFORD  
CITY OF WATERVLIET  
TOWN OF WELLS  
TOWN OF WESTERLO  
TOWN OF FULTON  
TOWN OF WORCESTER  
TOWN OF DECATUR  
TOWN OF NORTH GREENBUSH  
VILLAGE OF MENANDS  
VILLAGE OF COLONIE  
CITY OF ALBANY  
VILLAGE OF SCOTIA  
TOWN OF GLENNVILLE  
CITY OF SCHENECTADY  
TOWN OF ROTTERDAM  
TOWN OF PRINCETOWN  
TOWN OF NISKAYUNA  
CITY OF KINGSTON  
TOWN OF KINGSTON  
TOWN OF ROCHESTER  
TOWN OF HARDENBURGH  
TOWN OF ASHLAND  
TOWN OF CAIRO  
TOWN OF CATSKILL  
VILLAGE OF CATSKILL  
TOWN OF DURHAM  
TOWN OF WAWARSING  
VILLAGE OF ELLENVILLE  
VILLAGE OF FLEISCHMANN'S  
TOWN OF HALCOTT  
TOWN OF WINDHAM

VILLAGE OF HUNTER  
TOWN OF HURLEY  
TOWN OF JEWETT  
TOWN OF ULSTER  
TOWN OF LEXINGTON  
VILLAGE OF MARGARETVILLE  
TOWN OF MIDDLETOWN  
TOWN OF ESOPUS  
TOWN OF PRATTSVILLE  
TOWN OF ROSENDALE  
TOWN OF ROXBURY  
TOWN OF SAUGERTIES  
VILLAGE OF SAUGERTIES  
TOWN OF SHANDAKEN  
TOWN OF MARBLETOWN  
TOWN OF HUNTER  
VILLAGE OF TANNERSVILLE  
TOWN OF OLIVE  
TOWN OF WOODSTOCK  
TOWN OF AMENIA  
TOWN OF GALLATIN  
TOWN OF ANCRAM  
CITY OF BEACON  
TOWN OF CLINTON  
TOWN OF COPAKE  
TOWN OF CORNWALL  
VILLAGE OF CORNWALL ON HUDSON  
TOWN OF DOVER  
TOWN OF TAGHKANIC  
TOWN OF FISHKILL  
VILLAGE OF FISHKILL  
TOWN OF GARDINER  
TOWN OF GERMANTOWN  
TOWN OF CLERMONT  
TOWN OF LLOYD  
TOWN OF HILLSDALE  
TOWN OF EAST FISHKILL  
TOWN OF GREENPORT  
CITY OF HUDSON  
TOWN OF STOCKPORT  
TOWN OF HYDE PARK  
TOWN OF LAGRANGE  
TOWN OF UNION VALE  
TOWN OF LIVINGSTON  
VILLAGE OF MAYBROOK  
TOWN OF CLAVERACK  
VILLAGE OF MILLBROOK  
TOWN OF WASHINGTON  
TOWN OF NORTH EAST  
VILLAGE OF MILLERTON  
TOWN OF MARLBOROUGH  
TOWN OF PLATTEKILL  
VILLAGE OF MONTGOMERY

TOWN OF MONTGOMERY  
TOWN OF NEWBURGH  
CITY OF NEWBURGH  
TOWN OF NEW WINDSOR  
TOWN OF NEW PALTZ  
VILLAGE OF NEW PALTZ  
TOWN OF PATTERSON  
TOWN OF PAWLING  
VILLAGE OF PAWLING  
VILLAGE OF PHILMONT  
TOWN OF CRAWFORD  
TOWN OF PINE PLAINS  
TOWN OF PLEASANT VALLEY  
TOWN OF BEEKMAN  
TOWN OF RED HOOK  
VILLAGE OF RED HOOK  
TOWN OF MILAN  
VILLAGE OF RHINEBECK  
TOWN OF RHINEBECK  
TOWN OF STANFORD  
VILLAGE OF TIVOLI  
VILLAGE OF WALDEN  
TOWN OF SHAWANGUNK  
VILLAGE OF WAPPINGERS FALLS  
TOWN OF WAPPINGER  
CITY OF POUGHKEEPSIE  
TOWN OF POUGHKEEPSIE  
VILLAGE OF MONTICELLO  
TOWN OF THOMPSON  
VILLAGE OF BLOOMINGBURG  
TOWN OF DENNING  
TOWN OF COCHECTON  
TOWN OF HIGHLAND  
TOWN OF LUMBERLAND  
TOWN OF NEVERSINK  
TOWN OF FREMONT  
TOWN OF DELAWARE  
TOWN OF DEERPARK  
VILLAGE OF JEFFERSONVILLE  
TOWN OF CALLICOON  
TOWN OF LIBERTY  
VILLAGE OF LIBERTY  
TOWN OF ROCKLAND  
TOWN OF TUSTEN  
CITY OF PORT JERVIS  
TOWN OF GREENVILLE  
TOWN OF FORESTBURGH  
TOWN OF FALLSBURG  
TOWN OF BETHEL  
VILLAGE OF WOODRIDGE  
VILLAGE OF WURTSBORO  
CITY OF GLENS FALLS  
VILLAGE OF SOUTH GLENS FALLS

TOWN OF QUEENSBURY  
VILLAGE OF ARGYLE  
TOWN OF ARGYLE  
TOWN OF THURMAN  
TOWN OF BOLTON  
TOWN OF HORICON  
VILLAGE OF CAMBRIDGE  
TOWN OF CAMBRIDGE  
TOWN OF WHITE CREEK  
TOWN OF CHESTER  
VILLAGE OF CORINTH  
TOWN OF CORINTH  
VILLAGE OF FORT ANN  
TOWN OF FORT ANN  
TOWN OF FORT EDWARD  
VILLAGE OF FORT EDWARD  
TOWN OF MOREAU  
TOWN OF NORTHUMBERLAND  
TOWN OF WILTON  
TOWN OF GRANVILLE  
VILLAGE OF GRANVILLE  
TOWN OF GREENFIELD  
TOWN OF GREENWICH  
VILLAGE OF GREENWICH  
TOWN OF EASTON  
TOWN OF HADLEY  
TOWN OF HAGUE  
TOWN OF HAMPTON  
TOWN OF HARTFORD  
VILLAGE OF HUDSON FALLS  
TOWN OF KINGSBURY  
TOWN OF INDIAN LAKE  
TOWN OF LAKE GEORGE  
VILLAGE OF LAKE GEORGE  
TOWN OF LAKE LUZERNE  
TOWN OF LONG LAKE  
TOWN OF PROVIDENCE  
TOWN OF MINERVA  
TOWN OF NEWCOMB  
TOWN OF JOHNSBURG  
TOWN OF NORTH HUDSON  
TOWN OF PUTNAM  
VILLAGE OF SALEM  
TOWN OF SALEM  
TOWN OF HEBRON  
TOWN OF JACKSON  
CITY OF SARATOGA SPRINGS  
TOWN OF SCHROON  
VILLAGE OF SCHUYLERVILLE  
TOWN OF SARATOGA  
TOWN OF STONY CREEK  
TOWN OF TICONDEROGA  
VILLAGE OF VICTORY

TOWN OF WARRENSBURG  
VILLAGE OF WHITEHALL  
TOWN OF WHITEHALL  
CITY OF PLATTSBURGH  
TOWN OF PLATTSBURGH  
TOWN OF ALTONA  
TOWN OF BLACK BROOK  
TOWN OF JAY  
TOWN OF SAINT ARMAND  
TOWN OF BOMBAY  
TOWN OF BELLMONT  
VILLAGE OF BRUSHTON  
TOWN OF BURKE  
VILLAGE OF BURKE  
TOWN OF CHAMPLAIN  
VILLAGE OF CHAMPLAIN  
TOWN OF CHATEAUGAY  
VILLAGE OF CHATEAUGAY  
TOWN OF CHAZY  
TOWN OF CONSTABLE  
TOWN OF CLIFTON  
TOWN OF CROWN POINT  
VILLAGE OF DANNEMORA  
TOWN OF DANNEMORA  
TOWN OF ELIZABETHTOWN  
TOWN OF ELLENBURG  
TOWN OF ESSEX  
TOWN OF FORT COVINGTON  
TOWN OF KEENE  
TOWN OF CHESTERFIELD  
VILLAGE OF KEESEVILLE  
TOWN OF AUSABLE  
TOWN OF NORTH ELBA  
VILLAGE OF LAKE PLACID  
TOWN OF LEWIS  
VILLAGE OF MALONE  
TOWN OF WESTVILLE  
TOWN OF MALONE  
TOWN OF DUANE  
TOWN OF MOIRA  
TOWN OF MOOERS  
TOWN OF SCHUYLER FALLS  
TOWN OF HOPKINTON  
TOWN OF BANGOR  
TOWN OF BRANDON  
TOWN OF LAWRENCE  
TOWN OF PERU  
TOWN OF PIERCEFIELD  
TOWN OF MORIAH  
VILLAGE OF PORT HENRY  
VILLAGE OF ROUSES POINT  
TOWN OF WAVERLY  
TOWN OF SARANAC

VILLAGE OF SARANAC LAKE  
TOWN OF HARRIETSTOWN  
TOWN OF SANTA CLARA  
VILLAGE OF TUPPER LAKE  
TOWN OF TUPPER LAKE  
TOWN OF FRANKLIN  
TOWN OF BRIGHTON  
TOWN OF BEEKMANTOWN  
TOWN OF WESTPORT  
TOWN OF WILLSBORO  
TOWN OF WILMINGTON  
CITY OF AUBURN  
TOWN OF OWASCO  
TOWN OF THROOP  
THE TOWN OF SENNETT  
TOWN OF AURELIUS  
TOWN OF FLEMING  
TOWN OF LEDYARD  
VILLAGE OF AURORA  
VILLAGE OF BALDWINSVILLE  
TOWN OF LYSANDER  
TOWN OF VAN BUREN  
VILLAGE OF CAMILLUS  
TOWN OF LENOX  
VILLAGE OF CANASTOTA  
TOWN OF FENNER  
TOWN OF IRA  
TOWN OF CATO  
VILLAGE OF CATO  
TOWN OF SPRINGPORT  
TOWN OF MONTEZUMA  
TOWN OF CAZENOVIA  
VILLAGE OF CAZENOVIA  
TOWN OF SMITHFIELD  
TOWN OF NELSON  
VILLAGE OF CENTRAL SQUARE  
TOWN OF HASTINGS  
TOWN OF SULLIVAN  
VILLAGE OF CHITTENANGO  
TOWN OF CICERO  
TOWN OF CINCINNATUS  
TOWN OF TAYLOR  
TOWN OF CLAY  
VILLAGE OF CLEVELAND  
TOWN OF CONSTANTIA  
CITY OF CORTLAND  
TOWN OF CORTLANDVILLE  
TOWN OF VIRGIL  
VILLAGE OF DE RUYTER  
TOWN OF DE RUYTER  
TOWN OF LINCKLAEN  
VILLAGE OF DRYDEN  
TOWN OF DRYDEN

TOWN OF VERONA  
VILLAGE OF EAST SYRACUSE  
TOWN OF DE WITT  
VILLAGE OF ELBRIDGE  
TOWN OF FABIUS  
VILLAGE OF FABIUS  
VILLAGE OF FAIR HAVEN  
TOWN OF MANLIUS  
VILLAGE OF FAYETTEVILLE  
VILLAGE OF FREEVILLE  
CITY OF FULTON  
TOWN OF PALERMO  
TOWN OF GRANBY  
TOWN OF VOLNEY  
TOWN OF GENOA  
TOWN OF GEORGETOWN  
TOWN OF GROTON  
VILLAGE OF GROTON  
VILLAGE OF HANNIBAL  
TOWN OF HANNIBAL  
VILLAGE OF HOMER  
TOWN OF HOMER  
TOWN OF SCOTT  
VILLAGE OF JORDAN  
TOWN OF ELBRIDGE  
VILLAGE OF LACONA  
TOWN OF BOYLSTON  
TOWN OF LA FAYETTE  
VILLAGE OF LIVERPOOL  
TOWN OF SALINA  
TOWN OF LOCKE  
TOWN OF SUMMERHILL  
VILLAGE OF MC GRAW  
TOWN OF SOLON  
VILLAGE OF MANLIUS  
TOWN OF POMPEY  
VILLAGE OF MARCELLUS  
TOWN OF MARCELLUS  
VILLAGE OF MERIDIAN  
TOWN OF MEXICO  
VILLAGE OF MEXICO  
TOWN OF MINETTO  
VILLAGE OF MINOA  
VILLAGE OF MORAVIA  
TOWN OF MORAVIA  
TOWN OF NILES  
TOWN OF SEMPRONIUS  
TOWN OF NEW HAVEN  
TOWN OF VIENNA  
CITY OF OSWEGO  
TOWN OF OSWEGO  
TOWN OF SCRIBA  
TOWN OF PARISH



VILLAGE OF PARISH  
TOWN OF SCHROEPPPEL  
VILLAGE OF PHOENIX  
TOWN OF PITCHER  
VILLAGE OF PORT BYRON  
TOWN OF MENTZ  
TOWN OF CONQUEST  
TOWN OF PREBLE  
VILLAGE OF PULASKI  
TOWN OF RICHLAND  
VILLAGE OF RED CREEK  
TOWN OF VICTORY  
TOWN OF SANDY CREEK  
VILLAGE OF SANDY CREEK  
TOWN OF SAVANNAH  
TOWN OF SCIPIO  
TOWN OF VENICE  
VILLAGE OF SENECA FALLS  
TOWN OF SENECA FALLS  
TOWN OF TYRE  
VILLAGE OF SKANEATELES  
TOWN OF SKANEATELES  
TOWN OF SPAFFORD  
TOWN OF OTSELIC  
TOWN OF STERLING  
THE VILLAGE OF SYLVAN BEACH  
TOWN OF TRUXTON  
TOWN OF CUYLER  
TOWN OF TULLY  
VILLAGE OF TULLY  
TOWN OF OTISCO  
VILLAGE OF UNION SPRINGS  
VILLAGE OF WAMPSVILLE  
VILLAGE OF WATERLOO  
TOWN OF WATERLOO  
TOWN OF FAYETTE  
VILLAGE OF WEEDSPORT  
TOWN OF BRUTUS  
TOWN OF WEST MONROE  
CITY OF SYRACUSE  
TOWN OF GEDDES  
VILLAGE OF SOLVAY  
VILLAGE OF NORTH SYRACUSE  
TOWN OF ONONDAGA  
TOWN OF CAMILLUS  
VILLAGE OF ALTMAR  
TOWN OF ALBION  
TOWN OF AVA  
VILLAGE OF BARNEVELD  
TOWN OF TRENTON  
TOWN OF BOONVILLE  
VILLAGE OF BOONVILLE  
TOWN OF BRIDGEWATER

VILLAGE OF BRIDGEWATER  
TOWN OF BROOKFIELD  
TOWN OF BURLINGTON  
TOWN OF CAMDEN  
VILLAGE OF CAMDEN  
TOWN OF FLORENCE  
VILLAGE OF CANAJOHARIE  
TOWN OF CANAJOHARIE  
VILLAGE OF AMES  
VILLAGE OF CHERRY VALLEY  
TOWN OF CHERRY VALLEY  
TOWN OF ROSEBOOM  
VILLAGE OF CLAYVILLE  
TOWN OF LITCHFIELD  
TOWN OF KIRKLAND  
VILLAGE OF COLD BROOK  
TOWN OF OHIO  
TOWN OF WEST TURIN  
VILLAGE OF CONSTABLEVILLE  
VILLAGE OF COOPERSTOWN  
TOWN OF MIDDLEFIELD  
VILLAGE OF CROGHAN  
TOWN OF MARSHALL  
TOWN OF MANHEIM  
DOLGEVILLE VILLAGE  
VILLAGE OF EARLVILLE  
TOWN OF LEBANON  
TOWN OF EDMESTON  
TOWN OF OTSEGO  
TOWN OF FORESTPORT  
VILLAGE OF FORT PLAIN  
TOWN OF MINDEN  
TOWN OF STARK  
VILLAGE OF FRANKFORT  
TOWN OF FRANKFORT  
TOWN OF NEW LISBON  
VILLAGE OF HAMILTON  
TOWN OF HAMILTON  
TOWN OF HARTWICK  
VILLAGE OF HERKIMER  
TOWN OF HERKIMER  
TOWN OF MOREHOUSE  
VILLAGE OF HOLLAND PATENT  
VILLAGE OF ILION  
TOWN OF COLUMBIA  
TOWN OF INLET  
TOWN OF LEE  
CITY OF LITTLE FALLS  
TOWN OF DANUBE  
TOWN OF LITTLE FALLS  
TOWN OF FAIRFIELD  
TOWN OF HARRISBURG  
TOWN OF LOWVILLE

VILLAGE OF LOWVILLE  
TOWN OF WATSON  
TOWN OF NEW BREMEN  
VILLAGE OF LYONS FALLS  
TOWN OF MADISON  
VILLAGE OF MADISON  
TOWN OF MARCY  
TOWN OF MARTINSBURG  
VILLAGE OF MIDDLEVILLE  
TOWN OF GERMAN FLATTS  
VILLAGE OF MOHAWK  
TOWN OF WARREN  
TOWN OF EATON  
VILLAGE OF MORRISVILLE  
TOWN OF STOCKBRIDGE  
VILLAGE OF MUNNSVILLE  
VILLAGE OF NELLISTON  
TOWN OF PITTSFIELD  
VILLAGE OF NEW BERLIN  
TOWN OF NEW BERLIN  
VILLAGE OF NEW HARTFORD  
TOWN OF NEW HARTFORD  
TOWN OF NEWPORT  
VILLAGE OF NEWPORT  
TOWN OF NORWAY  
VILLAGE OF NEW YORK MILLS  
TOWN OF WEBB  
VILLAGE OF ONEIDA CASTLE  
CITY OF ONEIDA  
VILLAGE OF ORISKANY  
VILLAGE OF ORISKANY FALLS  
TOWN OF AUGUSTA  
TOWN OF ORWELL  
TOWN OF PALATINE  
VILLAGE OF PALANTINE BRIDGE  
TOWN OF RUSSIA  
VILLAGE OF POLAND  
TOWN OF LYONSDALE  
VILLAGE OF PORT LEYDEN  
TOWN OF LEYDEN  
VILLAGE OF PROSPECT  
TOWN OF REDFIELD  
TOWN OF REMSEN  
VILLAGE OF REMSEN  
TOWN OF STEUBEN  
TOWN OF RICHFIELD  
VILLAGE OF RICHFIELD SPRINGS  
TOWN OF EXETER  
CITY OF ROME  
TOWN OF FLOYD  
TOWN OF SAINT JOHNSVILLE  
VILLAGE OF ST JOHNSVILLE  
TOWN OF EPHRATAH

TOWN OF OPPENHEIM  
TOWN OF SALISBURY  
TOWN OF SANGERFIELD  
TOWN OF PARIS  
TOWN OF SHARON  
VILLAGE OF SHARON SPRINGS  
VILLAGE OF SHERBURNE  
TOWN OF COLUMBUS  
TOWN OF SHERBURNE  
CITY OF SHERRILL  
VILLAGE OF SMYRNA  
TOWN OF SMYRNA  
TOWN OF SPRINGFIELD  
TOWN OF STRATFORD  
TOWN OF ANNSVILLE  
VILLAGE OF TURIN  
TOWN OF TURIN  
TOWN OF VERNON  
VILLAGE OF VERNON  
VILLAGE OF WATERVILLE  
TOWN OF WESTERN  
TOWN OF WESTFORD  
TOWN OF LEWIS  
TOWN OF WESTMORELAND  
VILLAGE OF WEST WINFIELD  
TOWN OF WINFIELD  
TOWN OF PLAINFIELD  
VILLAGE OF WHITESBORO  
TOWN OF WHITESTOWN  
TOWN OF AMBOY  
TOWN OF WILLIAMSTOWN  
VILLAGE OF YORKVILLE  
CITY OF UTICA  
TOWN OF DEERFIELD  
TOWN OF SCHUYLER  
VILLAGE OF GLEN PARK  
CITY OF WATERTOWN  
TOWN OF HOUNSFIELD  
TOWN OF PAMELIA  
TOWN OF WATERTOWN  
VILLAGE OF ADAMS  
TOWN OF LORRAINE  
TOWN OF ADAMS  
VILLAGE OF ALEXANDRIA BAY  
TOWN OF ALEXANDRIA  
VILLAGE OF ANTWERP  
TOWN OF ANTWERP  
TOWN OF RUTLAND  
VILLAGE OF BLACK RIVER  
TOWN OF BRASHER  
VILLAGE OF BROWNVILLE  
VILLAGE OF CANTON  
TOWN OF CANTON

TOWN OF PIERREPONT  
VILLAGE OF CAPE VINCENT  
TOWN OF CAPE VINCENT  
VILLAGE OF WEST CARTHAGE  
TOWN OF WILNA  
VILLAGE OF CARTHAGE  
VILLAGE OF HERRINGS  
TOWN OF CHAMPION  
VILLAGE OF CASTORLAND  
TOWN OF CROGHAN  
TOWN OF LYME  
VILLAGE OF CHAUMONT  
VILLAGE OF CLAYTON  
TOWN OF CLAYTON  
TOWN OF COLTON  
VILLAGE OF COPENHAGEN  
TOWN OF DENMARK  
TOWN OF PINCKNEY  
TOWN OF MONTAGUE  
VILLAGE OF DEFERIET  
TOWN OF DE KALB  
TOWN OF DE PEYSTER  
VILLAGE OF DEXTER  
TOWN OF BROWNVILLE  
VILLAGE OF EDWARDS  
TOWN OF EDWARDS  
TOWN OF ELLISBURG  
VILLAGE OF ELLISBURG  
VILLAGE OF EVANS MILLS  
TOWN OF LERAY  
VILLAGE OF GOUVERNEUR  
TOWN OF FOWLER  
TOWN OF GOUVERNEUR  
VILLAGE OF HAMMOND  
TOWN OF HAMMOND  
TOWN OF MACOMB  
TOWN OF ROSSIE  
VILLAGE OF HARRISVILLE  
TOWN OF DIANA  
TOWN OF PITCAIRN  
TOWN OF HENDERSON  
TOWN OF HERMON  
VILLAGE OF HERMON  
VILLAGE OF HEUVELTON  
TOWN OF OSWEGATCHIE  
TOWN OF ORLEANS  
TOWN OF LISBON  
TOWN OF WORTH  
TOWN OF MADRID  
VILLAGE OF MANNSVILLE  
VILLAGE OF MASSENA  
TOWN OF MASSENA  
TOWN OF LOUISVILLE

TOWN OF MORRISTOWN  
VILLAGE OF MORRISTOWN  
TOWN OF NORFOLK  
VILLAGE OF NORWOOD  
CITY OF OGDENSBURG  
TOWN OF PARISHVILLE  
VILLAGE OF PHILADELPHIA  
TOWN OF PHILADELPHIA  
TOWN OF POTSDAM  
VILLAGE OF POTSDAM  
VILLAGE OF RENSSELAER FALLS  
VILLAGE OF RICHVILLE  
TOWN OF RODMAN  
TOWN OF RUSSELL  
TOWN OF CLARE  
VILLAGE OF SACKETS HARBOR  
TOWN OF FINE  
VILLAGE OF THERESA  
TOWN OF THERESA  
VILLAGE OF WADDINGTON  
TOWN OF WADDINGTON  
TOWN OF STOCKHOLM  
VILLAGE OF AFTON  
TOWN OF AFTON  
TOWN OF ANDES  
TOWN OF OWEGO  
VILLAGE OF BAINBRIDGE  
TOWN OF BAINBRIDGE  
TOWN OF TIOGA  
TOWN OF BERKSHIRE  
TOWN OF KORTRIGHT  
TOWN OF BOVINA  
VILLAGE OF CANDOR  
TOWN OF CANDOR  
TOWN OF BARKER  
TOWN OF CONKLIN  
TOWN OF DAVENPORT  
TOWN OF HAMDEN  
VILLAGE OF DELHI  
TOWN OF DELHI  
TOWN OF SANFORD  
VILLAGE OF DEPOSIT  
TOWN OF DEPOSIT  
TOWN OF COLCHESTER  
TOWN OF PHARSALIA  
VILLAGE OF ENDICOTT  
TOWN OF UNION  
TOWN OF FRANKLIN  
VILLAGE OF FRANKLIN  
VILLAGE OF GILBERTSVILLE  
TOWN OF BUTTERNUTS  
TOWN OF NANTICOKE  
TOWN OF GREENE

VILLAGE OF GREENE  
TOWN OF COVENTRY  
TOWN OF GUILFORD  
TOWN OF HANCOCK  
VILLAGE OF HANCOCK  
TOWN OF HARFORD  
TOWN OF HARPERSFIELD  
TOWN OF COLESVILLE  
VILLAGE OF HOBART  
TOWN OF STAMFORD  
VILLAGE OF JOHNSON CITY  
TOWN OF KIRKWOOD  
VILLAGE OF LAURENS  
TOWN OF LAURENS  
VILLAGE OF LISLE  
TOWN OF LISLE  
TOWN OF MC DONOUGH  
TOWN OF GERMAN  
TOWN OF MAINE  
VILLAGE OF MARATHON  
TOWN OF MARATHON  
TOWN OF LAPEER  
TOWN OF FREETOWN  
TOWN OF MASONVILLE  
TOWN OF MEREDITH  
VILLAGE OF MILFORD  
TOWN OF MORRIS  
VILLAGE OF MORRIS  
VILLAGE OF NEWARK VALLEY  
TOWN OF NEWARK VALLEY  
VILLAGE OF NICHOLS  
TOWN OF NICHOLS  
TOWN OF NORTH NORWICH  
CITY OF NORWICH  
TOWN OF NORWICH  
CITY OF ONEONTA  
VILLAGE OF OTEGO  
TOWN OF OTEGO  
VILLAGE OF OWEGO  
TOWN OF OXFORD  
VILLAGE OF OXFORD  
TOWN OF PRESTON  
TOWN OF FENTON  
TOWN OF MILFORD  
TOWN OF RICHFORD  
VILLAGE OF SIDNEY  
TOWN OF SIDNEY  
TOWN OF SMITHVILLE  
TOWN OF PLYMOUTH  
TOWN OF TOMPKINS  
VILLAGE OF UNADILLA  
TOWN OF UNADILLA  
TOWN OF VESTAL

VILLAGE OF WALTON  
TOWN OF WALTON  
TOWN OF ONEONTA  
TOWN OF TRIANGLE  
VILLAGE OF WHITNEY POINT  
TOWN OF WILLET  
VILLAGE OF WINDSOR  
TOWN OF WINDSOR  
VILLAGE OF PORT DICKINSON  
CITY OF BINGHAMTON  
TOWN OF CHENANGO  
TOWN OF BINGHAMTON  
TOWN OF DICKINSON  
VILLAGE OF AKRON  
TOWN OF NEWSTEAD  
TOWN OF ALDEN  
VILLAGE OF ALDEN  
TOWN OF ALEXANDER  
VILLAGE OF ALEXANDER  
VILLAGE OF ANGOLA  
TOWN OF EVANS  
VILLAGE OF ARCADE  
TOWN OF ARCADE  
VILLAGE OF ATTICA  
TOWN OF ATTICA  
VILLAGE OF BARKER  
TOWN OF SOMERSET  
CITY OF BATAVIA  
TOWN OF BATAVIA  
TOWN OF EAGLE  
TOWN OF BOSTON  
TOWN OF BRANT  
TOWN OF CENTERVILLE  
TOWN OF CLARENCE  
TOWN OF COLDEN  
TOWN OF COLLINS  
VILLAGE OF CORFU  
TOWN OF PEMBROKE  
TOWN OF BENNINGTON  
TOWN OF DARIEN  
TOWN OF YORKSHIRE  
VILLAGE OF DELEVAN  
VILLAGE OF DEPEW  
TOWN OF DUNKIRK  
CITY OF DUNKIRK  
VILLAGE OF EAST AURORA  
TOWN OF AURORA  
TOWN OF BETHANY  
TOWN OF EDEN  
VILLAGE OF ELBA  
TOWN OF ELBA  
TOWN OF ELMA  
VILLAGE OF FARNHAM

VILLAGE OF FORESTVILLE  
TOWN OF ARKWRIGHT  
VILLAGE OF FREDONIA  
TOWN OF POMFRET  
TOWN OF WETHERSFIELD  
VILLAGE OF GAINESVILLE  
TOWN OF HARTLAND  
VILLAGE OF GOWANDA  
TOWN OF PERSIA  
TOWN OF GRAND ISLAND  
TOWN OF HAMBURG  
VILLAGE OF HAMBURG  
TOWN OF HOLLAND  
TOWN OF JAVA  
TOWN OF LANCASTER  
VILLAGE OF LANCASTER  
VILLAGE OF LEWISTON  
TOWN OF LEWISTON  
CITY OF LOCKPORT  
TOWN OF PENDLETON  
TOWN OF LOCKPORT  
VILLAGE OF LYNDONVILLE  
TOWN OF YATES  
TOWN OF MACHIAS  
TOWN OF MARILLA  
TOWN OF SHELBY  
VILLAGE OF MEDINA  
TOWN OF RIDGEWAY  
VILLAGE OF MIDDLEPORT  
TOWN OF ROYALTON  
TOWN OF NEWFANE  
TOWN OF NORTH COLLINS  
VILLAGE OF NORTH COLLINS  
TOWN OF WHEATFIELD  
CITY OF NORTH TONAWANDA  
VILLAGE OF OAKFIELD  
TOWN OF ALABAMA  
TOWN OF OAKFIELD  
TOWN OF ORCHARD PARK  
VILLAGE OF ORCHARD PARK  
VILLAGE OF PERRYSBURG  
TOWN OF PERRYSBURG  
TOWN OF PIKE  
VILLAGE OF PIKE  
TOWN OF CAMBRIA  
TOWN OF FREEDOM  
TOWN OF SARDINIA  
TOWN OF SHERIDAN  
VILLAGE OF SILVER CREEK  
TOWN OF HANOVER  
VILLAGE OF SOUTH DAYTON  
TOWN OF VILLENova  
TOWN OF DAYTON

VILLAGE OF SPRINGVILLE  
TOWN OF CONCORD  
TOWN OF STAFFORD  
TOWN OF SHELDON  
CITY OF TONAWANDA  
TOWN OF WALES  
TOWN OF ASHFORD  
TOWN OF WILSON  
VILLAGE OF WILSON  
VILLAGE OF YOUNGSTOWN  
TOWN OF PORTER  
CITY OF BUFFALO  
VILLAGE OF SLOAN  
TOWN OF TONAWANDA  
VILLAGE OF KENMORE  
CITY OF LACKAWANNA  
VILLAGE OF BLASDELL  
VILLAGE OF WILLIAMSVILLE  
TOWN OF AMHERST  
TOWN OF WEST SENECA  
TOWN OF CHEEKTOWAGA  
CITY OF NIAGARA FALLS  
TOWN OF NIAGARA  
VILLAGE OF ALBION  
TOWN OF GAINES  
TOWN OF CARLTON  
TOWN OF BARRE  
TOWN OF ALBION  
VILLAGE OF AVON  
TOWN OF AVON  
VILLAGE OF BERGEN  
TOWN OF BERGEN  
TOWN OF JERUSALEM  
VILLAGE OF BROCKPORT  
TOWN OF SWEDEN  
TOWN OF BYRON  
TOWN OF CALEDONIA  
VILLAGE OF CALEDONIA  
CITY OF CANANDAIGUA  
TOWN OF CANANDAIGUA  
TOWN OF BRISTOL  
TOWN OF HOPEWELL  
TOWN OF FARMINGTON  
TOWN OF CASTILE  
VILLAGE OF CASTILE  
VILLAGE OF CHURCHVILLE  
TOWN OF RIGA  
TOWN OF CLARENDON  
TOWN OF CLARKSON  
VILLAGE OF CLIFTON SPRINGS  
TOWN OF MANCHESTER  
TOWN OF GALEN  
VILLAGE OF CLYDE



TOWN OF JUNIUS  
TOWN OF CONESUS  
VILLAGE OF DANSVILLE  
TOWN OF NORTH DANSVILLE  
TOWN OF OSSIAN  
TOWN OF WEST SPARTA  
TOWN OF SPARTA  
VILLAGE OF DRESDEN  
TOWN OF TORREY  
TOWN OF EAST BLOOMFIELD  
VILLAGE OF EAST ROCHESTER  
TOWN OF EAST ROCHESTER  
VILLAGE OF FAIRPORT  
TOWN OF PERINTON  
TOWN OF GENESEO  
VILLAGE OF GENESEO  
CITY OF GENEVA  
TOWN OF GENEVA  
TOWN OF GORHAM  
TOWN OF GROVELAND  
TOWN OF HAMLIN  
TOWN OF HENRIETTA  
VILLAGE OF HILTON  
TOWN OF PARMA  
VILLAGE OF BLOOMFIELD  
VILLAGE OF HOLLEY  
TOWN OF MURRAY  
TOWN OF RICHMOND  
TOWN OF MENDON  
VILLAGE OF HONEOYE FALLS  
TOWN OF KENDALL  
TOWN OF LEICESTER  
VILLAGE OF LEICESTER  
VILLAGE OF LE ROY  
TOWN OF LE ROY  
VILLAGE OF LIMA  
TOWN OF LIMA  
TOWN OF LIVONIA  
VILLAGE OF LIVONIA  
TOWN OF LYONS  
VILLAGE OF LYONS  
VILLAGE OF MACEDON  
TOWN OF MACEDON  
VILLAGE OF MANCHESTER  
TOWN OF MARION  
TOWN OF POTTER  
TOWN OF MIDDLESEX  
VILLAGE OF MOUNT MORRIS  
TOWN OF MOUNT MORRIS  
VILLAGE OF NAPLES  
TOWN OF NAPLES  
TOWN OF SOUTH BRISTOL  
TOWN OF ITALY

TOWN OF ARCADIA  
VILLAGE OF NEWARK  
TOWN OF ROSE  
VILLAGE OF NUNDA  
TOWN OF NUNDA  
TOWN OF ONTARIO  
VILLAGE OF OVID  
TOWN OF OVID  
VILLAGE OF PALMYRA  
TOWN OF PALMYRA  
TOWN OF PAVILION  
TOWN OF PENFIELD  
VILLAGE OF PENN YAN  
TOWN OF MILO  
TOWN OF BENTON  
TOWN OF PERRY  
VILLAGE OF PERRY  
TOWN OF PHELPS  
VILLAGE OF PHELPS  
VILLAGE OF PITTSFORD  
TOWN OF PITTSFORD  
TOWN OF GENESEE FALLS  
TOWN OF VARICK  
TOWN OF RUSH  
VILLAGE OF RUSHVILLE  
TOWN OF WHEATLAND  
VILLAGE OF SCOTTSVILLE  
VILLAGE OF SHORTSVILLE  
VILLAGE OF SILVER SPRINGS  
TOWN OF GAINESVILLE  
VILLAGE OF SODUS  
TOWN OF SODUS  
VILLAGE OF SODUS POINT  
VILLAGE OF SPENCERPORT  
TOWN OF OGDEN  
TOWN OF CANADICE  
TOWN OF SPRINGWATER  
TOWN OF SENECA  
VILLAGE OF VICTOR  
TOWN OF VICTOR  
TOWN OF WALWORTH  
VILLAGE OF WARSAW  
TOWN OF WARSAW  
TOWN OF ORANGEVILLE  
TOWN OF WAYLAND  
VILLAGE OF WAYLAND  
TOWN OF WEBSTER  
VILLAGE OF WEBSTER  
TOWN OF WEST BLOOMFIELD  
TOWN OF ROMULUS  
TOWN OF WILLIAMSON  
VILLAGE OF WOLCOTT  
TOWN OF WOLCOTT

TOWN OF HURON  
TOWN OF BUTLER  
VILLAGE OF WYOMING  
TOWN OF COVINGTON  
TOWN OF MIDDLEBURY  
TOWN OF YORK  
TOWN OF GREECE  
CITY OF ROCHESTER  
TOWN OF IRONDEQUOIT  
TOWN OF BRIGHTON  
TOWN OF GATES  
TOWN OF CHILI  
CITY OF JAMESTOWN  
TOWN OF Kiantone  
TOWN OF ALLEGANY  
VILLAGE OF ALLEGANY  
TOWN OF ALMA  
TOWN OF ANGELICA  
VILLAGE OF ANGELICA  
TOWN OF BELFAST  
TOWN OF ELLERY  
VILLAGE OF BEMUS POINT  
TOWN OF NEW HUDSON  
TOWN OF BOLIVAR  
VILLAGE OF BOLIVAR  
VILLAGE OF BROCKTON  
TOWN OF PORTLAND  
TOWN OF CANEADEA  
VILLAGE OF CASSADAGA  
TOWN OF NEW ALBION  
VILLAGE OF CATTARAUGUS  
VILLAGE OF CELORON  
VILLAGE OF CHERRY CREEK  
TOWN OF CHERRY CREEK  
TOWN OF CLYMER  
TOWN OF FRENCH CREEK  
TOWN OF CONEWANGO  
TOWN OF CUBA  
VILLAGE OF CUBA  
TOWN OF LYNDON  
TOWN OF EAST OTTO  
VILLAGE OF ELLICOTTVILLE  
TOWN OF ELLICOTTVILLE  
TOWN OF ELLINGTON  
TOWN OF ELLICOTT  
VILLAGE OF FALCONER  
TOWN OF HUME  
TOWN OF GRANGER  
TOWN OF ALLEN  
TOWN OF MINA  
TOWN OF FRANKLINVILLE  
VILLAGE OF FRANKLINVILLE  
TOWN OF FARMERSVILLE

TOWN OF CARROLL  
TOWN OF SOUTH VALLEY  
TOWN OF FRIENDSHIP  
TOWN OF GERRY  
TOWN OF GREAT VALLEY  
TOWN OF HUMPHREY  
TOWN OF HINSDALE  
TOWN OF ISCHUA  
TOWN OF POLAND  
VILLAGE OF LAKEWOOD  
TOWN OF BUSTI  
TOWN OF LEON  
VILLAGE OF LIMESTONE  
TOWN OF CARROLLTON  
TOWN OF GENESEE  
TOWN OF NAPOLI  
TOWN OF LITTLE VALLEY  
VILLAGE OF LITTLE VALLEY  
TOWN OF MANSFIELD  
VILLAGE OF MAYVILLE  
TOWN OF CHAUTAUQUA  
CITY OF OLEAN  
TOWN OF OLEAN  
VILLAGE OF PANAMA  
TOWN OF HARMONY  
VILLAGE OF PORTVILLE  
TOWN OF PORTVILLE  
VILLAGE OF EAST RANDOLPH  
VILLAGE OF RANDOLPH  
TOWN OF RANDOLPH  
TOWN OF WIRT  
VILLAGE OF RICHBURG  
TOWN OF RIPLEY  
TOWN OF RUSHFORD  
CITY OF SALAMANCA  
TOWN OF SALAMANCA  
TOWN OF SHERMAN  
VILLAGE OF SHERMAN  
VILLAGE OF SINCLAIRVILLE  
TOWN OF CHARLOTTE  
TOWN OF COLDSRING  
TOWN OF STOCKTON  
TOWN OF NORTH HARMONY  
TOWN OF CLARKSVILLE  
TOWN OF WESTFIELD  
VILLAGE OF WESTFIELD  
TOWN OF RATHBONE  
TOWN OF ADDISON  
VILLAGE OF ADDISON  
TOWN OF TUSCARORA  
VILLAGE OF ALFRED  
TOWN OF ALFRED  
VILLAGE OF ALMOND

TOWN OF ALMOND  
TOWN OF WEST ALMOND  
VILLAGE OF ANDOVER  
TOWN OF ANDOVER  
TOWN OF HORNELLSVILLE  
VILLAGE OF ARKPORT  
TOWN OF FREMONT  
TOWN OF DANSVILLE  
TOWN OF AVOCA  
VILLAGE OF AVOCA  
TOWN OF HOWARD  
TOWN OF BATH  
VILLAGE OF BATH  
TOWN OF WHEELER  
TOWN OF CATLIN  
TOWN OF HORNBY  
TOWN OF ORANGE  
VILLAGE OF BELMONT  
TOWN OF AMITY  
TOWN OF BIG FLATS  
TOWN OF BRADFORD  
VILLAGE OF BURDETT  
TOWN OF HECTOR  
TOWN OF CAMERON  
TOWN OF CAMPBELL  
TOWN OF THURSTON  
TOWN OF BURNS  
VILLAGE OF CANASERAGA  
TOWN OF BIRDSALL  
VILLAGE OF CANISTEO  
TOWN OF CANISTEO  
TOWN OF CAYUTA  
TOWN OF CHEMUNG  
TOWN OF COHOCTON  
VILLAGE OF COHOCTON  
CITY OF CORNING  
VILLAGE OF SOUTH CORNING  
TOWN OF CORNING  
TOWN OF CATON  
VILLAGE OF DUNDEE  
TOWN OF STARKEY  
TOWN OF TYRONE  
TOWN OF ERIN  
TOWN OF GREENWOOD  
TOWN OF URBANA  
VILLAGE OF HAMMONDSPORT  
TOWN OF WAYNE  
CITY OF HORNELL  
VILLAGE OF NORTH HORNELL  
TOWN OF HARTSVILLE  
TOWN OF HORSEHEADS  
VILLAGE OF HORSEHEADS  
TOWN OF PORTAGE

TOWN OF COVERT  
VILLAGE OF INTERLAKEN  
VILLAGE OF LANSING  
VILLAGE OF CAYUGA HEIGHTS  
TOWN OF ITHACA  
CITY OF ITHACA  
TOWN OF ENFIELD  
TOWN OF DANBY  
TOWN OF JASPER  
TOWN OF LINDLEY  
VILLAGE OF LODI  
TOWN OF LODI  
TOWN OF BALDWIN  
TOWN OF VETERAN  
VILLAGE OF MILLPORT  
TOWN OF MONTOUR  
VILLAGE OF MONTOUR FALLS  
TOWN OF NEWFIELD  
VILLAGE OF ODESSA  
TOWN OF CATHARINE  
VILLAGE OF PAINTED POST  
TOWN OF ERWIN  
VILLAGE OF RIVERSIDE  
TOWN OF PRATTSBURGH  
TOWN OF PULTENEY  
TOWN OF READING  
TOWN OF WEST UNION  
VILLAGE OF SAVONA  
TOWN OF SCIO  
TOWN OF WARD  
TOWN OF CAROLINE  
TOWN OF LANSING  
VILLAGE OF SPENCER  
TOWN OF SPENCER  
TOWN OF GROVE  
TOWN OF TROUPSBURG  
TOWN OF ULYSSES  
VILLAGE OF TRUMANSBURG  
VILLAGE OF VAN ETEN  
TOWN OF VAN ETEN  
VILLAGE OF WATKINS GLEN  
TOWN OF DIX  
VILLAGE OF WAVERLY  
TOWN OF BARTON  
VILLAGE OF WELLSBURG  
TOWN OF ASHLAND  
VILLAGE OF WELLSVILLE  
TOWN OF WELLSVILLE  
TOWN OF WILLING  
TOWN OF INDEPENDENCE  
TOWN OF WOODHULL  
CITY OF ELMIRA  
VILLAGE OF ELMIRA HEIGHTS

TOWN OF SOUTHPORT

**Counties in New York including but not limited to:**

NEW YORK COUNTY  
RICHMOND COUNTY  
BRONX COUNTY  
PUTNAM COUNTY  
WESTCHESTER COUNTY  
ORANGE COUNTY  
ROCKLAND COUNTY  
KINGS COUNTY  
QUEENS COUNTY  
NASSAU COUNTY  
SUFFOLK COUNTY  
SARATOGA COUNTY  
MONTGOMERY COUNTY  
FULTON COUNTY  
HAMILTON COUNTY  
SCHOHARIE COUNTY  
RENSSELAER COUNTY  
ALBANY COUNTY  
SCHENECTADY COUNTY  
ULSTER COUNTY  
GREENE COUNTY  
COLUMBIA COUNTY  
DUTCHESS COUNTY  
SULLIVAN COUNTY  
WASHINGTON COUNTY  
WARREN COUNTY  
CLINTON COUNTY  
ESSEX COUNTY  
FRANKLIN COUNTY  
CAYUGA COUNTY  
CORTLAND COUNTY

**K-12 in New York including but not limited to:**

ALBANY CITY SCHOOL DISTRICT  
BERNE-KNOX-WESTERLO CENTRAL SD  
BETHLEHEM CENTRAL SCHOOL DIST  
COHOES CITY SCHOOL DISTRICT  
GREEN ISLAND UNION FREE SD  
GUILDERLAND CENTRAL SCH DIST  
MENANDS UNION FREE SCH DIST  
NORTH COLONIE CENTRAL SD  
RAVENA COEYMANS SELKIRK CTL SD  
SOUTH COLONIE CENTRAL SCH DIST  
VOORHEESVILLE CENTRAL SCH DIST  
WATERVLIET CITY SCH DISTRICT  
ALFRED ALMOND CTL SCHOOL DIST  
ANDOVER CENTRAL SCH DISTRICT  
BELFAST CENTRAL SCH DISTRICT  
GENESEE VALLEY CTL SCHOOL DIST  
BOLIVAR-RICHBURG CTRL SCH DIST  
CANASERAGA CENTRAL SCH DIST  
CUBA-RUSHFORD CENTRAL SCH DIST

TOWN OF ELMIRA

OSWEGO COUNTY  
MADISON COUNTY  
SENECA COUNTY  
ONONDAGA COUNTY  
OTSEGO COUNTY  
HERKIMER COUNTY  
LEWIS COUNTY  
ONEIDA COUNTY  
JEFFERSON COUNTY  
ST LAWRENCE COUNTY  
DELAWARE COUNTY  
CHENANGO COUNTY  
TIOGA COUNTY  
BROOME COUNTY  
GENESEE COUNTY  
NIAGARA COUNTY  
ERIE COUNTY  
ORLEANS COUNTY  
ONTARIO COUNTY  
LIVINGSTON COUNTY  
WAYNE COUNTY  
YATES COUNTY  
WYOMING COUNTY  
MONROE COUNTY  
CATTARAUGUS COUNTY  
CHAUTAUQUA COUNTY  
STEUBEN COUNTY  
ALLEGANY COUNTY  
TOMPKINS COUNTY  
SCHUYLER COUNTY  
CHEMUNG COUNTY

FILLMORE CENTRAL SCH DISTRICT  
FRIENDSHIP CENTRAL SCH DIST  
SCIO CENTRAL SCHOOL DISTRICT  
WELLSVILLE CENTRAL SCH DIST  
WHITESVILLE CENTRAL SCH DIST  
BINGHAMTON CITY SCH DISTRICT  
CHENANGO FORKS CENTRAL SD  
CHENANGO VALLEY CTL SCH DIST  
DEPOSIT CENTRAL SCHOOL DIST  
UNION-ENDICOTT SCHOOL DISTRICT  
HARPURSVILLE CENTRAL SCH DIST  
JOHNSON CITY CENTRAL SCH DIST  
MAINE ENDWELL CTL SCH DISTRICT  
SUSQUEHANNA VALLEY CENTRAL SD  
VESTAL CTL SCHOOL DISTRICT  
WHITNEY POINT CENTRAL SCH DIST  
WINDSOR CENTRAL SCHOOL DIST  
ALLEGANY-LIMESTONE CTL SD  
CATTARAUGUS-LITTLE VLY CTL SD

ELLICOTTVILLE CENTRAL SCH DIST  
FRANKLINVILLE CTL SCH DISTRICT  
GOWANDA CENTRAL SCHOOL DIST  
HINSDALE CENTRAL SCHOOL DIST  
RANDOLPH ACAD UNION FREE SD  
OLEAN CITY SCHOOL DIST  
YORKSHIRE-PIONEER CTL SCH DIST  
PORTVILLE CENTRAL SCHOOL DIST  
RANDOLPH CENTRAL SCH DISTRICT  
SALAMANCA CITY CENTRAL SD  
WEST VALLEY CTL SCH DIST  
AUBURN ENLARGED CITY SCH DIST  
CATO MERIDIAN CENTRAL SCH DIST  
MORAVIA CENTRAL SCHOOL DIST  
PORT BYRON CTL SCHOOL DISTRICT  
SOUTHERN CAYUGA CENTRAL SD  
UNION SPRINGS CTL SCHOOL DIST  
WEEDSPORT CTL SCHOOL DISTRICT  
BEMUS POINT CTL SCHOOL DIST  
BROCTON CENTRAL SCHOOL DIST  
CASSADAGA VALLEY CTL SCH DIST  
CLYMER CENTRAL SCHOOL DISTRICT  
DUNKIRK CITY SCHOOL DISTRICT  
FALCONER CENTRAL SCHOOL DIST  
FORESTVILLE CENTRAL SCH DIST  
FREDONIA CENTRAL SCHOOL DIST  
FREWSBURG CENTRAL SCHOOL DIST  
JAMESTOWN CITY SCHOOL DISTRICT  
CHAUTAUQUA LAKE CENTRAL SD  
PANAMA CENTRAL SCHOOL DIST  
PINE VALLEY CENTRAL SCH DIST  
RIPLEY CENTRAL SCHOOL DISTRICT  
SHERMAN CENTRAL SCHOOL DIST  
SILVER CREEK CENTRAL SCH DIST  
SOUTHWESTERN CENTRAL SCH DIST  
WESTFIELD CENTRAL SCHOOL DIST  
ELMIRA CITY SCHOOL DISTRICT  
ELMIRA HEIGHTS CTL SCH DIST  
HORSEHEADS CTL SCHOOL DISTRICT  
AFTON CENTRAL SCHOOL DISTRICT  
BAINBRIDGE GUILFORD CTL SD  
GREENE CTL SCHOOL DISTRICT  
UNADILLA VALLEY CTL SCH DIST  
NORWICH CITY SCHOOL DISTRICT  
OXFORD ACADEMY CENTRAL SD  
SHERBURNE EARLVILLE CENTRAL SD  
OTSELIC VALLEY CENTRAL SD  
AUSABLE VALLEY CTL SCH DIST  
BEEKMANTOWN CTL SCHOOL DIST  
CHAZY CENTRAL RURAL SCH DIST  
NORTHEASTERN CLINTON CTL SD  
NORTHERN ADIRONDACK CTL SD  
PERU CENTRAL SCHOOL DISTRICT

PLATTSBURGH CITY SCH DISTRICT  
SARANAC CENTRAL SCHOOL DIST  
BERKSHIRE UNION FREE SCH DIST  
CHATHAM CENTRAL SCH DISTRICT  
GERMANTOWN CENTRAL SCHOOL DIST  
HUDSON CITY SCHOOL DISTRICT  
ICHABOD CRANE CENTRAL SCHOOLS  
NEW LEBANON CTL SCHOOL DIST  
TACONIC HILLS CENTRAL SCH DIST  
CINCINNATUS CTL SCHOOL DIST  
CORTLAND ENLARGED CITY SD  
HOMER CENTRAL SCHOOL DISTRICT  
MARATHON CTL SCHOOL DISTRICT  
MCGRAW CENTRAL SCHOOL DISTRICT  
ANDES CENTRAL SCHOOL DIST  
CHARLOTTE VALLEY CTL SCH DIST  
DELHI CENTRAL SCHOOL DISTRICT  
DOWNSVILLE CENTRAL SCH DIST  
FRANKLIN CENTRAL SCHOOL DIST  
HANCOCK CENTRAL SCH DISTRICT  
MARGARETVILLE CENTRAL SCH DIST  
ROXBURY CENTRAL SCHOOL DIST  
SIDNEY CENTRAL SCHOOL DISTRICT  
SOUTH KORTRIGHT CTL SD  
STAMFORD CENTRAL SCH DISTRICT  
WALTON CENTRAL SCHOOL DISTRICT  
ARLINGTON CENTRAL SCHOOL DIST  
BEACON CITY SCHOOL DISTRICT  
DOVER UNION FREE SCH DISTRICT  
HYDE PARK CENTRAL SCHOOL DIST  
MILLBROOK CTL SCHOOL DISTRICT  
PAWLING CTL SCHOOL DISTRICT  
PINE PLAINS CTL SCHOOL DIST  
POUGHKEEPSIE CITY SCHOOL DIST  
RED HOOK CENTRAL SCHOOL DIST  
RHINEBECK CENTRAL SCHOOL DIST  
SPACKENKILL UNION FREE SD  
WAPPINGERS CENTRAL SCH DIST  
WEBUTUCK CTL SCHOOL DISTRICT  
AKRON CENTRAL SCHOOL DISTRICT  
ALDEN CENTRAL SCHOOL DISTRICT  
AMHERST CENTRAL SCH DISTRICT  
BUFFALO CITY SCHOOL DISTRICT  
CHEEKTOWAGA CENTRAL SD  
CLARENCE CENTRAL SCHOOL DIST  
CLEVELAND HILL UNION FREE SD  
DEPEW UNION FREE SCH DISTRICT  
EAST AURORA UNION FREE SD  
EDEN CENTRAL SCHOOL DISTRICT  
FRONTIER CTL SCHOOL DISTRICT  
GRAND ISLAND CENTRAL SCH DIST  
SPRINGVILLE GRIFFITH INST CSD  
HAMBURG CTL SCHOOL DISTRICT



HOLLAND CENTRAL SCH DISTRICT  
IROQUOIS CENTRAL SCH DISTRICT  
KENMORE-TONAWANDA UNION SD  
LACKAWANNA CITY SCH DISTRICT  
EVANS-BRANT CENTRAL SCH DIST  
LANCASTER CENTRAL SCH DIST  
CHEEKTOWAGA MARYVALE UFSD  
NORTH COLLINS CTL SCH DIST  
ORCHARD PARK CENTRAL SCH DIST  
CHEEKTOWAGA-SLOAN UFSD  
SWEET HOME CENTRAL SCH DIST  
TONAWANDA CITY SCHOOL DISTRICT  
WEST SENECA CENTRAL SCH DIST  
WILLIAMSVILLE CTL SCH DISTRICT  
CROWN POINT CENTRAL SCH DIST  
ELIZABETHTOWN LEWIS CTL SD  
KEENE CENTRAL SCHOOL DIST  
LAKE PLACID CTL SCHOOL DIST  
MINERVA CENTRAL SCH DISTRICT  
MORIAH CENTRAL SCHOOL DISTRICT  
NEWCUMB CENTRAL SCHOOL DIST  
SCHROON LAKE CTL SCH DISTRICT  
TICONDEROGA CENTRAL SCH DIST  
WESTPORT CENTRAL SCHOOL DIST  
WILLSBORO CENTRAL SCH DIST  
BRUSHTON MOIRA CTL SCH DIST  
CHATEAUGAY CENTRAL SCHOOL DIST  
MALONE CENTRAL SCHOOL DISTRICT  
SALMON RIVER CENTRAL SCH DIST  
SARANAC LAKE CENTRAL SCH DIST  
ST REGIS FALLS CTL SCH DIST  
TUPPER LAKE CTL SCH DISTRICT  
BROADALBIN-PERTH CTL SCH DIST  
GLOVERSVILLE ENLARGED SCH DIST  
GREATER JOHNSTOWN SCH DIST  
MAYFIELD CTL SCHOOL DISTRICT  
NORTHVILLE CENTRAL SCHOOL DIST  
O E S J CENTRAL SCHOOL DIST  
WHEELERVILLE UNION FREE SD  
ALEXANDER CTL SCHOOL DISTRICT  
BATAVIA CITY SCHOOL DISTRICT  
BYRON BERGEN CTL SCH DISTRICT  
PEMBROKE CTL SCHOOL DISTRICT  
ELBA CENTRAL SCHOOL DISTRICT  
LE ROY CENTRAL SCHOOL DISTRICT  
OAKFIELD ALABAMA CTL SD  
PAVILION CTL SCHOOL DISTRICT  
CAIRO-DURHAM CTL SCH DISTRICT  
CATSKILL CENTRAL SCH DISTRICT  
COXSACKIE ATHENS CENTRAL SD  
GREENVILLE CENTRAL SCHOOL DIST  
HUNTER TANNERSVILLE CTL SD  
WINDHAM ASHLAND JEWETT CTL SD

INDIAN LAKE CTL SCHOOL DIST  
INLET COMMON SCHOOL DISTRICT  
LAKE PLEASANT CENTRAL SCH DIST  
LONG LAKE CENTRAL SCHOOL DIST  
WELLS CENTRAL SCHOOL DIST  
DOLGEVILLE CENTRAL SCHOOL DIST  
FRANKFORT SCHUYLER SCH DIST  
HERKIMER CTL SCHOOL DISTRICT  
CENTRAL VALLEY SCHOOL DISTRICT  
LITTLE FALLS CITY SCH DISTRICT  
MOUNT MARKHAM CENTRAL SCH DIST  
VAN HORNSVLE OWEN YOUNG CTL SD  
POLAND CENTRAL SCHOOL DISTRICT  
TOWN OF WEBB UNION FREE SD  
WEST CANADA VALLEY CTL SD  
ALEXANDRIA CENTRAL SCHOOL DIST  
BELLEVILLE HENDERSON SCH DIST  
CARTHAGE CENTRAL SCHOOL DIST  
GENERAL BROWN CTL SCHOOL DIST  
SACKETS HARBOR CTL SCHOOL DIST  
INDIAN RIVER CTL SCHOOL DIST  
LA FARGEVILLE CENTRAL SCH DIST  
LYME CENTRAL SCHOOL DISTRICT  
SOUTH JEFFERSON CENTRAL SD  
THOUSAND ISLANDS CENTRAL SD  
WATERTOWN CITY SCHOOL DISTRICT  
BEAVER RIVER CENTRAL SCH DIST  
COPENHAGEN CENTRAL SD  
HARRISVILLE CENTRAL SCH DIST  
LOWVILLE CENTRAL SCHOOL DIST  
SOUTH LEWIS CENTRAL SCH DIST  
AVON CENTRAL SCHOOL DISTRICT  
CALEDONIA MUMFORD CTL SCH DIST  
DANSVILLE CTL SCHOOL DISTRICT  
GENESEO CENTRAL SCH DIST  
DALTON NUNDA CENTRAL SD  
LIVONIA CTL SCHOOL DISTRICT  
MT MORRIS CENTRAL SCHOOL DIST  
YORK CENTRAL SCHOOL DISTRICT  
BROOKFIELD CENTRAL SCHOOL DIST  
CANASTOTA CENTRAL SCHOOL DIST  
CAZENOVIA CTL SCH DISTRICT  
CHITTENANGO CENTRAL SD  
DE RUYTER CENTRAL SCHOOL DIST  
HAMILTON CENTRAL SCH DIST  
MADISON CENTRAL SCHOOL DIST  
MORRISVILLE EATON CENTRAL SD  
ONEIDA CITY SCHOOL DISTRICT  
STOCKBRIDGE VALLEY CENTRAL SD  
BRIGHTON CENTRAL SCH DISTRICT  
BROCKPORT CTL SCHOOL DISTRICT  
CHURCHVILLE CHILI CTL SCH DIST  
EAST IRONDEQUOIT CTL SCH DIST

EAST ROCHESTER UNION FREE SD  
FAIRPORT CTL SCHOOL DISTRICT  
GATES CHILI CENTRAL SCH DIST  
GREECE CENTRAL SCHOOL DISTRICT  
HILTON CENTRAL SCHOOL DISTRICT  
HONEOYE FALLS LIMA SCH DIST  
WEST IRONDEQUOIT CTL SD  
PENFIELD CENTRAL SCH DISTRICT  
PITTSFORD CENTRAL SCH DIST  
ROCHESTER CITY SCHOOL DISTRICT  
RUSH HENRIETTA CENTRAL SD  
SPENCERPORT CENTRAL SCH DIST  
WEBSTER CENTRAL SCH DISTRICT  
WHEATLAND CHILI CTL SCH DIST  
GREATER AMSTERDAM SCH DISTRICT  
CANAJOHARIE CTL SCHOOL DIST  
FONDA FULTONVILLE CENTRAL SD  
FT PLAIN CENTRAL SCHOOL DIST  
BALDWIN UNION FREE SCHOOL DIST  
BELLMORE UNION FREE ELEM SD  
BETHPAGE UNION FREE SCH DIST  
CARLE PLACE UNION FREE SD  
EAST MEADOW SCHOOL DISTRICT  
EAST ROCKAWAY UNION FREE SD  
EAST WILLISTON UNION FREE SD  
ELMONT UNION FREE SCHOOL DIST  
FARMINGDALE UNION FREE SD  
FLORAL PARK BELLEROSE SCH DIST  
SEWANHAKA CTL HIGH SCH DIST  
FRANKLIN SQUARE UNION FREE SD  
FREEPORT PUBLIC SCHOOL DIST  
GARDEN CITY SCHOOL DISTRICT  
GLEN COVE CITY SCHOOL DISTRICT  
GREAT NECK PUBLIC SCHOOLS  
HEMPSTEAD UNION FREE SD  
HERRICKS UNION FREE SCH DIST  
HEWLETT WOODMERE UNION FREE SD  
HICKSVILLE UNION FREE SCH DIST  
ISLAND PARK UNION FREE SD  
ISLAND TREES UNION FREE SD  
JERICHO UNION FREE SCHOOL DIST  
LAWRENCE UNION FREE SCH DIST  
LEVITTOWN UNION FREE SCH DIST  
LOCUST VALLEY CTL SCH DISTRICT  
LONG BEACH CITY SCHOOL DIST  
LYNBROOK UNION FREE SCH DIST  
MALVERNE UNION FREE SCH DIST  
MANHASSET UNION FREE SCH DIST  
MASSAPEQUA UNION FREE SD 23  
BELLMORE-MERRICK CTL HIGH SD  
MERRICK UNION FREE SCHOOL DIST  
MINEOLA UNION FREE SCH DIST  
NEW HYDE-GARDEN CITY PARK UFSD

NORTH BELLMORE UNION FREE SD  
NORTH MERRICK UNION FREE SD  
NORTH SHORE CENTRAL SD  
OCEANSIDE UNION FREE SCH DIST  
OYSTER BAY EAST NORWICH CTL SD  
PLAINEDGE UNION FREE SCH DIST  
PLAINVIEW-OLD BETHPAGE CTL SD  
PORT WASHINGTON UNION FREE SD  
ROCKVILLE CTR UNION FREE SD  
ROOSEVELT UNION FREE SCH DIST  
ROSLYN SCHOOL DISTRICT  
SEAFORD UNION FREE SD  
SYOSSET CENTRAL SCHOOL DIST  
UNIONDALE UNION FREE SCH DIST  
VALLEY STREAM CTL HIGH SD  
VALLEY STREAM UNION FREE SD 13  
VALLEY STREAM UNION FREE SD 24  
VALLEY STREAM UNION FREE SD 30  
WANTAGH UNION FREE SCH DIST 23  
WEST HEMPSTEAD SCHOOL DISTRICT  
WESTBURY UNION FREE SCH DIST  
NEW YORK CITY DEPT OF ED  
DISTRICT 75 CITY WIDE PROGRAMS  
BARKER CENTRAL SCHOOL DISTRICT  
LEWISTON PORTER CTL SCH DIST  
LOCKPORT CITY SCHOOL DISTRICT  
NEWFANE CENTRAL SCH DISTRICT  
NIAGARA FALLS CITY SCH DIST  
NIAGARA-WHEATFIELD CTL SD  
NORTH TONAWANDA CITY SCH DIST  
ROYALTON HARTLAND CENTRAL SD  
STARPOINT CENTRAL SCHOOL DIST  
WILSON CENTRAL SCHOOL DISTRICT  
ADIRONDACK CENTRAL SCH DIST  
CAMDEN CENTRAL SCHOOL DISTRICT  
CLINTON CENTRAL SCH DISTRICT  
HOLLAND PATENT CTL SCHOOL DIST  
NEW HARTFORD CENTRAL SCH DIST  
NEW YORK MILLS UNION FREE SD  
ORISKANY CTL SCHOOL DISTRICT  
REMSSEN CENTRAL SCHOOL DISTRICT  
ROME CITY SCHOOL DISTRICT  
SAUQUOIT VALLEY CENTRAL SD  
VERNON-VERONA-SHERRILL CSD  
UTICA CITY SCHOOL DISTRICT  
WATERVILLE CENTRAL SCH DIST  
WESTMORELAND CENTRAL SCH DIST  
WHITESBORO CTL SCHOOL DISTRICT  
BALDWINVILLE CENTRAL SCH DIST  
WEST GENESEE CTL SCH DISTRICT  
EAST SYRACUSE MINOA CTL SD  
FABIUS POMPEY CENTRAL SD  
JAMESVILLE-DEWITT CENTRAL SD

JORDAN ELBRIDGE CTL SCH DIST  
LA FAYETTE CENTRAL SCHOOL DIST  
LIVERPOOL CTL SCHOOL DISTRICT  
LYNCOURT UNION FREE SCH DIST  
FAYETTEVILLE-MANLIUS CTL SD  
MARCELLUS CENTRAL SCHOOL DIST  
NORTH SYRACUSE CTL SCH DIST  
ONONDAGA CENTRAL SCHOOL DIST  
SKANEATELES CENTRAL SCH DIST  
SOLVAY UNION FREE SCH DIST  
SYRACUSE CITY SCHOOL DISTRICT  
TULLY CENTRAL SCHOOL DISTRICT  
WESTHILL CENTRAL SCHOOL DIST  
BLOOMFIELD CENTRAL SD  
CANANDAIGUA CITY SCHOOL DIST  
GENEVA CITY SCHOOL DISTRICT  
HONEOYE CENTRAL SCH DISTRICT  
MARCUS WHITMAN CENTRAL SD  
NAPLES CENTRAL SCHOOL DISTRICT  
PHELPS-CLIFTON SPRINGS CTL SD  
MANCHESTER-SHORTSVILLE CTL SD  
VICTOR CENTRAL SCHOOL DISTRICT  
CHESTER UNION FREE SCHOOL DIST  
CORNWALL CENTRAL SCH DISTRICT  
GOSHEN CENTRAL SCHOOL DIST  
GREENWOOD LAKE UNION FREE SD  
HIGHLAND FALLS-FT MONTGMRY SD  
MIDDLETOWN ENLARGED CITY SD  
MINISINK VALLEY CENTRAL SD  
MONROE WOODBURY CENTRAL SD  
VALLEY CENTRAL SCHOOL DISTRICT  
NEWBURGH ENLARGED CITY SD  
PINE BUSH CENTRAL SCHOOL DIST  
PORT JERVIS CITY SCH DISTRICT  
FLORIDA UNION FREE SCH DIST  
TUXEDO UNION FREE SCH DIST  
WARWICK VALLEY CENTRAL SD  
WASHINGTONVILLE CENTRAL SD  
ALBION CENTRAL SCHOOL DISTRICT  
HOLLEY CENTRAL SCHOOL DISTRICT  
KENDALL CENTRAL SCH DISTRICT  
LYNDONVILLE CENTRAL SCH DIST  
MEDINA CENTRAL SCHOOL DISTRICT  
ALTMAR PARISH WILLIAMSTOWN SD  
CENTRAL SQUARE CENTRAL SD  
FULTON CITY SCHOOL DISTRICT  
HANNIBAL CENTRAL SCH DISTRICT  
MEXICO CENTRAL SCHOOL DISTRICT  
OSWEGO CITY SCHOOL DISTRICT  
PHOENIX CENTRAL SCH DISTRICT  
PULASKI CENTRAL SCH DISTRICT  
SANDY CREEK CENTRAL SCH DIST  
SCHENEVUS CTL SCHOOL DISTRICT

CHERRY VALLEY SPRINGFIELD SD  
COOPERSTOWN CTL SCH DISTRICT  
EDMESTON CTL SCHOOL DISTRICT  
GILBERTSVILLE-MT UPTON SD  
LAURENS CENTRAL SCHOOL DIST  
MILFORD CENTRAL SCHOOL DIST  
MORRIS CENTRAL SCHOOL DISTRICT  
ONEONTA CITY SCHOOL DISTRICT  
RICHFIELD SPRINGS CENTRAL SD  
UNATEGO CENTRAL SCHOOL DIST  
WORCESTER CTL SCHOOL DISTRICT  
BREWSTER CENTRAL SCHOOL DIST  
CARMEL CENTRAL SCHOOL DIST  
GARRISON UNION FREE SCH DIST  
HALDANE CENTRAL SCHOOL DIST  
MAHOPAC CTL SCHOOL DISTRICT  
PUTNAM VALLEY CTL SCHOOL DIST  
AVERILL PARK CENTRAL SCH DIST  
BERLIN CENTRAL SCHOOL DISTRICT  
BRUNSWICK CENTRAL SCHOOL DIST  
EAST GREENBUSH CENTRAL SD  
HOOSIC VALLEY CENTRAL SCH DIST  
HOOSICK FALLS CENTRAL SCH DIST  
LANSINGBURGH CENTRAL SCH DIST  
RENSSELAER CITY SD  
SCHODACK CENTRAL SCH DISTRICT  
ENLARGED CITY SD OF TROY  
NORTH GREENBUSH COMMON SD  
WYNANTSKILL UNION FREE SD  
CLARKSTOWN CENTRAL SCHOOL DIST  
NANUET UNION FREE SCHOOL DIST  
NORTH ROCKLAND CENTRAL SD  
NYACK UNION FREE SCH DISTRICT  
PEARL RIVER SCHOOL DISTRICT  
SOUTH ORANGETOWN CENTRAL SD  
EAST RAMAPO CENTRAL SCH DIST  
RAMAPO CENTRAL SCHOOL DISTRICT  
CANTON CENTRAL SCHOOL DISTRICT  
CLIFTON-FINE CENTRAL SCH DIST  
COLTON PIERREPONT SCHOOL DIST  
GOUVERNEUR CTL SCHOOL DISTRICT  
HAMMOND CTL SCHOOL DISTRICT  
HERMON-DEKALB CENTRAL SCH DIST  
HEUVELTON CENTRAL SCHOOL DIST  
EDWARDS-KNOX CENTRAL SCH DIST  
LISBON CENTRAL SCHOOL DISTRICT  
MADRID-WADDINGTON CENTRAL SD  
MASSENA CENTRAL SCHOOL DIST  
MORRISTOWN CTL SCHOOL DISTRICT  
NORWOOD-NORFOLK CTL SD  
OGDENSBURG CITY SCH DISTRICT  
PARISHVILLE HOPKINTON SCH DIST  
POTSDAM CENTRAL SCHOOL DIST

BRASHER FALLS SCHOOL DISTRICT  
BALLSTON SPA CTL SCHOOL DIST  
BURNT HILLS BALLSTON LAKE SD  
CORINTH CENTRAL SCHOOL DIST  
EDINBURG COMMON SCHOOL DIST  
GALWAY CENTRAL SCHOOL DISTRICT  
MECHANICVILLE CITY SCH DIST  
SARATOGA SPRINGS CITY SCH DIST  
SCHUYLERVILLE CENTRAL SCH DIST  
SHENENDEHOWA CENTRAL SCH DIST  
SOUTH GLENS FALLS CTL SCH DIST  
STILLWATER CENTRAL SCH DIST  
WATERFORD HALFMOON SCHOOL DIST  
DUANESBURG CENTRAL SCH DIST  
MOHONASEN CENTRAL SCH DIST  
NISKAYUNA CENTRAL SCH DISTRICT  
SCHALMONT CENTRAL SCH DISTRICT  
SCHENECTADY CITY SCHOOL DIST  
SCOTIA GLENVILLE CTL SCH DIST  
COBLESKILL RICHMONDVILLE SD  
GILBOA-CONESVILLE CENTRAL SD  
JEFFERSON CENTRAL SCH DIST  
MIDDLEBURGH CTL SCHOOL DIST  
SCHOHARIE CENTRAL SD  
SHARON SPRINGS CTL SD  
ODESSA MONTOUR CTL SCH DIST  
WATKINS GLEN CENTRAL SCH DIST  
ROMULUS CTL SCHOOL DISTRICT  
SENECA FALLS CENTRAL SCH DIST  
SOUTH SENECA CTL SCH DIST  
WATERLOO CENTRAL SCHOOL DIST  
ADDISON CENTRAL SCHOOL DIST  
ARKPORT CENTRAL SCHOOL DIST  
AVOCA CENTRAL SCHOOL DISTRICT  
BRADFORD CENTRAL SCH DIST  
CAMPBELL-SAVONA CTL SCH DIST  
CANISTEO-GREENWOOD SCHOOL DIST  
CORNING PAINTED POST AREA SD  
HAMMONDSPORT CTL SCHOOL DIST  
BATH CENTRAL SCHOOL DISTRICT  
HORNELL CITY SCHOOL DISTRICT  
JASPER TROUPSBURG CENTRAL SD  
PRATTSBURGH CENTRAL SCH DIST  
WAYLAND-COHOCTON CENTRAL SD  
AMAGANSETT UNION FREE SCH DIST  
AMITYVILLE UNION FREE SCH DIST  
BABYLON UNION FREE SCH DIST  
BAY SHORE UNION FREE SCH DIST  
BAYPORT- BLUE POINT USD  
SOUTH COUNTRY CENTRAL SCH DIST  
BRENTWOOD UNION FREE SCH DIST  
BRIDGEHAMPTON UNION FREE SD  
CENTER MORICHES UNION FREE SD

CENTRAL ISLIP UNION FREE SD  
COLD SPRING HARBOR CENTRAL SD  
COMMACK UNION FREE SCHOOL DIST  
BROOKHAVEN COMSEWOGUE UNIF SD  
CONNETHQUOT CENTRAL SCHOOL DIST  
COPIAGUE UNION FREE SCH DIST  
DEER PARK UNION FREE SCH DIST  
EAST HAMPTON UNION FREE SD  
EAST ISLIP UNION FREE SD  
EAST MORICHES UNION FREE SD  
EAST QUOGUE UNION FREE SD  
ELWOOD UNION FREE SCHOOL DIST  
FISHERS ISLAND UNION FREE SD  
GREENPORT UNION FREE SCH DIST  
HALF HOLLOW HILLS CENTRAL SD  
HAMPTON BAYS UNION FREE SD  
HARBORFIELDS CTL SCHOOL DIST  
HAUPPAUGE UNION FREE SCH DIST  
HUNTINGTON UNION FREE SCH DIST  
ISLIP UNION FREE SCHOOL DIST  
KINGS PARK CTL SCH DISTRICT  
LINDENHURST UNION FREE SD  
MATTITUCK-CUTCHOGUE UFSD  
MIDDLE COUNTRY CTL SCH DIST  
LONGWOOD CENTRAL SCH DISTRICT  
MILLER PLACE UNION FREE SD  
MONTAUK UNION FREE SCHOOL DIST  
MT SINAI UNION FREE SD  
NEW SUFFOLK COMMON SCHOOL DIST  
NORTH BABYLON UNION FREE SD  
NORTHPORT-EAST NORTHPORT UFSD  
FIRE ISLAND UNION FREE SD  
OYSTERPONDS UNION FREE SD  
PATCHOGUE-MEDFORD UNIFIED SD  
PORT JEFFERSON UNION FREE SD 6  
QUOGUE UNION FREE SCHOOL DIST  
REMSENBURG-SPEONK UFSD  
RIVERHEAD CENTRAL SCHOOL DIST  
ROCKY POINT UNION FREE SD  
SACHEM CENTRAL SCHOOL DISTRICT  
SAG HARBOR UNION FREE SCH DIST  
SAGAPONACK COMMON SCHOOL DIST  
SAYVILLE UNION FREE SCH DIST  
SHELTER ISLAND UNION FREE SD  
SHOREHAM-WADING RIVER CTL SD  
SMITHTOWN CENTRAL SCH DIST  
SOUTH HUNTINGTON UNION FREE SD  
EASTPORT-SOUTH MANOR CTRL SD  
SOUTHAMPTON UNION FREE SD  
SOUTHOLD UNION FREE SCH DIST  
SPRINGS UNION FREE SCHOOL DIST  
THREE VILLAGE CENTRAL SCH DIST  
TUCKAHOE COMMON SCHOOL DIST

WAINSCOTT COMMON SCHOOL DIST  
WEST BABYLON UNION FREE SD  
WEST ISLIP SCHOOL DISTRICT  
WESTHAMPTON BEACH UNIFIED SD  
WILLIAM FLOYD SCHOOL DISTRICT  
WYANDANCH UNION FREE SCH DIST  
ELDRED CENTRAL SCHOOL DIST  
FALLSBURG CENTRAL SCHOOL DIST  
SULLIVAN WEST CENTRAL SD  
LIBERTY CENTRAL SCHOOL DIST  
LIVINGSTON MANOR CTL SCH DIST  
MONTICELLO CENTRAL SCHOOL DIST  
ROSCOE CENTRAL SCHOOL DISTRICT  
TRI-VALLEY CENTRAL SCHOOL DIST  
CANDOR CENTRAL SCHOOL DISTRICT  
NEWARK VALLEY CENTRAL SCH DIST  
OWEGO APALACHIN CTL SCH DIST  
SPENCER VAN ETEN CENTRAL SD  
TIOGA CENTRAL SCHOOL DISTRICT  
WAVERLY CTL SCHOOL DISTRICT  
DRYDEN CENTRAL SCHOOL DISTRICT  
GEORGE JR REPUBLIC UFSD  
GROTON CENTRAL SCHOOL DISTRICT  
ITHACA CITY SCHOOL DISTRICT  
LANSING CENTRAL SCHOOL DIST  
NEWFIELD CENTRAL SCH DISTRICT  
TRUMANSBURG CENTRAL SD  
ELLENVILLE CENTRAL SCHOOL DIST  
HIGHLAND CTL SCHOOL DISTRICT  
KINGSTON CITY SCHOOL DISTRICT  
MARLBORO CENTRAL SCH DISTRICT  
NEW PALTZ CTL SCHOOL DISTRICT  
ONTEORA CENTRAL SCHOOL DIST  
RONDOUT VALLEY CTL SCH DIST  
SAUGERTIES CENTRAL SCHOOL DIST  
WALLKILL CENTRAL SCHOOL DIST  
GLENS FALLS COMMON SCH DIST  
BOLTON CENTRAL SCHOOL DISTRICT  
NORTH WARREN CENTRAL SCH DIST  
GLENS FALLS CITY SCHOOL DIST  
HADLEY-LUZERNE CTL SCH DIST  
JOHNSBURG CENTRAL SCH DISTRICT  
LAKE GEORGE CENTRAL SCH DIST  
QUEENSBURY UNION FREE SCH DIST  
WARRENSBURG CENTRAL SCH DIST  
ARGYLE CENTRAL SCHOOL DIST  
CAMBRIDGE CENTRAL SCHOOL DIST  
FT ANN CENTRAL SCHOOL DIST  
FT EDWARD UNION FREE SCH DIST  
GRANVILLE CENTRAL SCHOOL DIST  
GREENWICH CENTRAL SCH DISTRICT  
HARTFORD CENTRAL SCHOOL DIST  
HUDSON FALLS CENTRAL SCH DIST

PUTNAM CENTRAL SCHOOL DISTRICT  
SALEM CENTRAL SCHOOL DISTRICT  
WHITEHALL CENTRAL SCHOOL DIST  
CLYDE SAVANNAH CENTRAL SD  
LYONS CENTRAL SCHOOL DISTRICT  
MARION CENTRAL SCHOOL DISTRICT  
NEWARK CENTRAL SCHOOL DISTRICT  
NORTH ROSE WOLCOTT CENTRAL SD  
PALMYRA MACEDON CTL SCH DIST  
RED CREEK CENTRAL SCHOOL DIST  
SODUS CENTRAL SCHOOL DISTRICT  
WAYNE CENTRAL SCHOOL DISTRICT  
WILLIAMSON CENTRAL SCHOOL DIST  
ARDSLEY UNION FREE SCHOOL DIST  
BRIARCLIFF MANOR UNION FREE SD  
BRONXVILLE UNION FREE SD  
BYRAM HILLS CENTRAL SCH DIST  
CHAPPAQUA CENTRAL SCHOOL DIST  
CROTON-HARMON UNION FREE SD  
DOBBS FERRY UNION FREE SD  
EASTCHESTER UNION FREE SD  
GREENBURGH UNION FREE SD 11  
EDGEMONT UNION FREE SCH DIST  
ELMSFORD UNION FREE SD  
GREENBURGH-GRAHAM UFSD  
GREENBURGH CTL SCHOOL DIST 7  
HARRISON CENTRAL SCHOOL DIST  
HASTINGS ON HUDSON UNION FR SD  
HAWTHORNE CEDAR KNOLLS UFSD  
HENDRICK HUDSON CTL SCH DIST  
IRVINGTON UNION FREE SCH DIST  
KATONAH LEWISBORO SCH DIST  
LAKELAND CENTRAL SCHOOL DIST  
MAMARONECK UNION FREE SCH DIST  
BEDFORD CENTRAL SCHOOL DIST  
MT VERNON CITY SCHOOL DISTRICT  
MT PLEASANT CTL SCHOOL DIST  
NEW ROCHELLE CITY SCHOOL DIST  
NORTH SALEM CENTRAL SCH DIST  
OSSINING UNION FREE SCH DIST  
PEEKSKILL CITY SCHOOL DISTRICT  
PELHAM UNION FREE SCHOOL DIST  
PLEASANTVILLE UNION FREE SD  
POCANTICO HILLS CTL SCH DIST  
PORT CHESTER RYE UNION FREE SD  
BLIND BROOK-RYE UNION FREE SD  
RYE CITY SCHOOL DISTRICT  
RYE NECK UNION FREE SCH DIST  
SCARSDALE UNION FREE SCH DIST  
SOMERS CENTRAL SCHOOL DISTRICT  
GREENBURGH-NORTH CASTLE SD  
TARRYTOWN UNION FREE SCH DIST  
TUCKAHOE UNION FREE SD



VALHALLA UNION FREE SCH DIST  
 WHITE PLAINS CITY SCHOOL DIST  
 YONKERS PUBLIC SCHOOL DISTRICT  
 YORKTOWN CENTRAL SCHOOL DIST  
 ATTICA CENTRAL SCHOOL DISTRICT  
 LETCHWORTH CENTRAL SCHOOL DIST  
 PERRY CENTRAL SCHOOL DISTRICT  
 WARSAW CENTRAL SCHOOL DISTRICT  
 WYOMING CENTRAL SCH DISTRICT  
 DUNDEE CTL SCHOOL DISTRICT  
 PENN YAN CTL SCHOOL DISTRICT  
 LITTLE FLOWER UNION FREE SD  
 MT PLEASANT COTTAGE UFSD  
 MT PLEASANT-BLYTHDALE UFSD  
 GANANDA CTL SCHOOL DISTRICT  
 WEST POINT SCHOOL DISTRICT  
 KIRYAS JOEL UNION FREE SD  
 NEW YORK ALT HIGH SCH SD 79  
 COMMUNITY SCHOOL DISTRICT 1  
 COMMUNITY SCHOOL DISTRICT 2  
 COMMUNITY SCHOOL DISTRICT 3  
 COMMUNITY SCHOOL DISTRICT 4  
 COMMUNITY SCHOOL DISTRICT 5  
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 COMMUNITY SCHOOL DISTRICT 30  
 COMMUNITY SCHOOL DISTRICT 31  
 COMMUNITY SCHOOL DISTRICT 32

**Higher Education in New York including but not limited to:**

SANFORD BROWN INST-NEW YORK  
 SANFORD BROWN INST-WHITE PLAIN  
 BERK TRADE/BUSINESS SCHOOL  
 BRAMSON ORT COLLEGE  
 UNIFICATION THEOLOGICAL SEM  
 LEARNING INST FOR BEAUTY SCI  
 LEARNING INST FOR BEAUTY SCI  
 NEW YORK INTL BEAUTY SCHOOL  
 BEAUTY SCHOOL OF MIDDLETOWN  
 LEARNING INST FOR BEAUTY SCI  
 CAPRI SCHOOL OF HAIR DESIGN  
 LEARNING INST FOR BEAUTY SCI  
 FRENCH CULINARY INSTITUTE  
 LEARNING INST FOR BEAUTY SCI  
 MARJON SCH OF BEAUTY CULTURE  
 LEARNING INST FOR BEAUTY SCI  
 COLUMBIA U SCH OF DENTAL SURG  
 COLUMBIA UNIV LAW SCHOOL  
 FORDHAM UNIV SCHOOL OF LAW  
 SUNY AT BUFFALO SCH OF MED  
 SUNY AT BUFFALO LAW SCHOOL  
 ST JOHN'S UNIV-STATEN ISLAND  
 ST JOHN'S CLG/CLG PROF STUDIES  
 ST JOHN'S LAW SCHOOL  
 STUDIO JEWELERS  
 CULINARY ACAD OF LONG ISLAND  
 COMMERCIAL DRIVER TRAINING

GEMOLOGICAL INST OF AMERICA-NY  
 SPANISH-AMERICAN INSTITUTE  
 NATIONAL TRACTOR TRAILER SCH  
 NATIONAL TRACTOR TRAILER SCH  
 MERKAZ BNOS-BUSINESS SCHOOL  
 DUTCHESS SCH OF PRACT NURSING  
 FRANKLIN CAREER INSTITUTE  
 COLLEGE OF SAINT ROSE  
 MARIA COLLEGE  
 SAGE COLLEGE OF ALBANY  
 SIENA COLLEGE  
 SUNY UNIV AT ALBANY  
 ALBANY COLLEGE OF PHARMACY  
 ALBANY LAW SCHOOL  
 ALBANY MEDICAL COLLEGE  
 EXCELSIOR COLLEGE  
 ALFRED UNIVERSITY  
 HOUGHTON COLLEGE  
 SUNY ALFRED STATE CLG  
 BRONX COMMUNITY COLLEGE  
 COLLEGE OF MT ST VINCENT  
 FORDHAM UNIVERSITY-ROSE HILL  
 MANHATTAN COLLEGE  
 SARAH LAWRENCE COLLEGE  
 SUNY MARITIME COLLEGE  
 HERBERT H LEHMAN COLLEGE  
 HOSTOS COMMUNITY COLLEGE

SUNY AT BINGHAMTON  
BROOME COMMUNITY COLLEGE  
ST BONAVENTURE UNIVERSITY  
OLEAN BUSINESS INSTITUTE  
CAYUGA COMMUNITY COLLEGE  
WELLS COLLEGE  
SUNY FREDONIA  
JAMESTOWN CMTY CLG-JAMESTOWN  
JAMESTOWN BUSINESS COLLEGE  
ELMIRA COLLEGE  
SUNY COLLEGE AT PLATTSBURGH  
CLINTON COMMUNITY COLLEGE  
COLUMBIA-GREENE CMTY COLLEGE  
SUNY CORTLAND COLLEGE  
SUNY DELHI COLLEGE OF TECH  
BARD COLLEGE  
MARIST COLLEGE  
DUTCHESS COMMUNITY COLLEGE  
VASSAR COLLEGE  
CULINARY INSTITUTE OF AMERICA  
BRYANT & STRATTON CLG-BUFFALO  
CANISIUS COLLEGE  
D'YOUVILLE COLLEGE  
HILBERT COLLEGE  
MEDAILLE COLLEGE  
DAEMEN COLLEGE  
TROCAIRE COLLEGE  
UNIVERSITY AT BUFFALO-NORTH  
BUFFALO STATE COLLEGE  
ERIE CMTY COLLEGE-NORTH CAMPUS  
VILLA MARIA COLLEGE OF BUFFALO  
CHRIST THE KING SEMINARY  
NORTH COUNTRY CMTY COLLEGE  
PAUL SMITH'S COLLEGE  
GENESEE COMMUNITY COLLEGE  
HOLY TRINITY ORTHODOX SEMINARY  
HERKIMER COUNTY CMTY COLLEGE  
JEFFERSON COMMUNITY COLLEGE  
BROOKLYN LAW SCHOOL  
CUNY BROOKLYN COLLEGE  
KINGSBOROUGH COMMUNITY  
COLLEGE  
NEW YORK CTY CLG OF TECHNOLOGY  
POLYTECHNIC INSTITUTE OF NYU  
PRATT INSTITUTE  
ST FRANCIS COLLEGE  
ST JOSEPH'S COLLEGE  
SUNY DOWNSTATE MEDICAL CENTER  
MEDGAR EVERS COLLEGE  
INST OF DESIGN & CONSTRUCTION  
SUNY COLLEGE AT GENESEO  
CAZENOVIA COLLEGE  
COLGATE UNIVERSITY

SUNY MORRISVILLE CLG OF TECH  
NAZARETH COLLEGE OF ROCHESTER  
ROBERTS WESLEYAN COLLEGE  
ROCHESTER INSTITUTE OF TECH  
ST BERNARDS SCH THEO & MINISTR  
ST JOHN FISHER COLLEGE  
SUNY BROCKPORT  
MONROE CMTY CLG-ROCHESTER  
UNIVERSITY OF ROCHESTER  
COLGATE ROCHESTER DIVINITY SCH  
FULTON-MONTGOMERY CMTY  
COLLEGE  
ADELPHI UNIV-GARDEN CITY  
HOFSTRA UNIVERSITY  
MOLLOY COLLEGE  
NASSAU COMMUNITY COLLEGE  
US MERCHANT MARINE ACADEMY  
WEBB INSTITUTE  
NY INSTITUTE OF TECHNOLOGY  
SUNY COLLEGE AT OLD WESTBURY  
NEW YORK CHIROPRACTIC COLLEGE  
FIVE TOWNS COLLEGE  
BANK STREET COLLEGE OF ED  
NEW YORK THEOLOGICAL SEMINARY  
CITY COLLEGE OF NEW YORK  
CUNY HUNTER COLLEGE  
BOROUGH MANHATTAN CMTY  
COLLEGE  
JOHN JAY CLG OF CRIMINAL JUST  
ST JOHN'S UNIVERSITY-MANHATTAN  
COLUMBIA UNIVERSITY  
COLUMBIA UNIV/BARNARD COLLEGE  
COOPER UNION  
GENERAL THEOLOGICAL SEMINARY  
JEWISH THEOLOGICAL SEMINARY  
THE JUILLIARD SCHOOL  
NEW YORK CLG OF PODIATRIC MED  
MANHATTAN SCHOOL OF MUSIC  
MANNES COLLEGE OF MUSIC  
MARYMOUNT MANHATTAN COLLEGE  
NEW SCHOOL UNIVERSITY  
NY INSTITUTE OF TECH-MANHATTAN  
NEW YORK LAW SCHOOL  
NEW YORK MEDICAL COLLEGE  
NEW YORK UNIVERSITY  
PACE UNIVERSITY  
PARSONS THE SCHOOL FOR DESIGN  
FASHION INST OF TECHNOLOGY  
UNION THEOLOGICAL SEMINARY  
YESHIVA UNIVERSITY  
TEACHERS COLLEGE  
HEBREW UNION COLLEGE  
CITY UNIV OF NEW YORK GRAD CTR

CORNELL UNIV MEDICAL CAMPUS  
BARUCH COLLEGE  
MOUNT SINAI SCH OF MEDICINE  
BERKELEY COLLEGE-NEW YORK CITY  
THE WOOD TOBE COBURN SCHOOL  
AMERICAN ACAD OF DRAMATIC ARTS  
LIM COLLEGE  
SCHOOL OF VISUAL ARTS  
METROPOLITAN CLG OF NEW YORK  
SUNY COLLEGE OF OPTOMETRY  
TOURO COLLEGE  
NY SCH OF INTERIOR DESIGN  
NIAGARA UNIVERSITY  
NIAGARA COUNTY CMTY COLLEGE  
HAMILTON COLLEGE  
MOHAWK VALLEY CMTY COLLEGE  
UTICA COLLEGE  
SUNY INST OF TECHNOLOGY  
UTICA SCH OF COMMERCE-UTICA  
LE MOYNE COLLEGE  
SUNY UPSTATE MEDICAL UNIV  
SUNY CLG OF ENV SCI/FORESTRY  
ONONDAGA COMMUNITY COLLEGE  
SYRACUSE UNIVERSITY  
BRYANT & STRATTON CLG-SYRACUSE  
HOBART & WILLIAM SMITH CLGS  
FINGER LAKES COMMUNITY COLLEGE  
MOUNT SAINT MARY COLLEGE  
SUNY-ORANGE COUNTY CMTY CLG  
US MILITARY ACAD-WEST POINT  
SUNY-OSWEGO  
HARTWICK COLLEGE  
SUNY COLLEGE AT ONEONTA  
VAUGHN COLLEGE  
CUNY QUEENS COLLEGE  
QUEENSBOROUGH CMTY COLLEGE  
ST JOHN'S UNIVERSITY  
RABBINICAL SEMINARY OF AMERICA  
CUNY YORK COLLEGE  
CUNY LAGUARDIA CMTY COLLEGE  
RENSSELAER POLYTECHNIC INST  
RUSSELL SAGE COLLEGE  
HUDSON VALLEY CMTY COLLEGE  
CUNY COLLEGE OF STATEN ISLAND  
WAGNER COLLEGE  
DOMINICAN COLLEGE  
NYACK COLLEGE-ROCKLAND  
ST THOMAS AQUINAS COLLEGE  
ROCKLAND COMMUNITY COLLEGE  
CLARKSON UNIVERSITY  
ST LAWRENCE UNIVERSITY  
SUNY COLLEGE AT POTSDAM  
SUNY CANTON

SKIDMORE COLLEGE  
SUNY EMPIRE STATE CLG-SARATOGA  
UNION COLLEGE  
SCHENECTADY COUNTY CMTY CLG  
SUNY COBLESKILL  
CORNING COMMUNITY COLLEGE  
DOWLING COLLEGE  
SEMINARY OF IMMAC CONCEPTION  
SUNY STONY BROOK UNIV  
SUFFOLK CO CMTY CLG-AMMERMAN  
SUNY HEALTH SCIENCES CENTER  
FARMINGDALE STATE COLLEGE  
SULLIVAN COUNTY CMTY COLLEGE  
ITHACA COLLEGE  
TOMPKINS CORTLAND CMTY COLLEGE  
CORNELL UNIVERSITY  
SUNY COLLEGE AT NEW PALTZ  
ULSTER COUNTY CMTY COLLEGE  
SUNY ADIRONDACK COLLEGE  
COLLEGE OF NEW ROCHELLE  
CONCORDIA COLLEGE NEW YORK  
PACE UNIV-GRADUATE CENTER  
IONA COLLEGE  
MANHATTANVILLE COLLEGE  
MERCY COLLEGE-DOBBS FERRY  
PACE UNIVERSITY-WESTCHESTER  
SAINT JOSEPH'S SEMINARY  
ST VLADIMIRS ORTHODOX THEO SEM  
WESTCHESTER COMMUNITY COLLEGE  
SUNY COLLEGE AT PURCHASE  
BERKELEY COLLEGE-WESTCHESTER  
KEUKA COLLEGE  
ALBERT EINSTEIN COLLEGE OF MED  
MONROE COLLEGE  
EVEREST INST-ROCHESTER  
TECHNICAL CAREER INSTITUTES  
ST JOSEPH'S COLLEGE-LI CAMPUS  
BORICUA COLLEGE  
LONG ISLAND UNIV-C W POST  
THE COLLEGE OF WESTCHESTER  
BRYANT & STRATTON CLG-GREECE  
BENJAMIN N CARDOZO SCH OF LAW  
PHILLIPS BETH ISRAEL SCH NURS  
NYU COLLEGE OF DENTISTRY  
NEW YORK UNIV SCH OF MEDICINE  
AMERICAN ACAD MCALLISTER INST  
COLUMBIA U SCH OF SOCIAL WORK  
COCHRAN SCHOOL OF NURSING  
SUFFOLK CO CMTY CLG-GRANT  
SANFORD BROWN INST-MELVILLE  
SUFFOLK CO CMTY CLG-EASTERN  
BRYANT & STRATTON CLG-N SYRACU  
ERIE CMTY COLLEGE-SOUTH CAMPUS

SUNY ERIE CMTY CLG-CITY  
HOUGHTON COLLEGE-WEST SENECA  
EASTMAN SCHOOL OF MUSIC  
BRYANT & STRATTON CLG-HENRIETT  
UNIV OF ROCHESTER SCH MED/DENT  
FORDHAM UNIVERSITY-LINCOLN CTR  
COLUMBIA U CLG OF PHYS/SURGS  
SUNY EMPIRE STATE CLG-METRO CT  
SUNY EMPIRE STATE CLG-HARTSDAL  
ALLIANCE THEOLOGICAL SEMINARY  
LONG ISLAND UNIVERSITY  
SUNY EMPIRE STATE CLG-OLD WEST  
SUNY EMPIRE STATE CLG-ALBANY  
SUNY EMPIRE STATE CLG-FRONTIER  
SUNY EMPIRE STATE CLG-ROCHEST  
NY INSTITUTE OF TECH-ISLIP  
NYU STERN SCHOOL OF BUSINESS  
NYU SCHOOL OF LAW  
JAMESTOWN CMTY CLG-  
CATTARAUGUS  
BRYANT & STRATTON CLG-ALBANY  
BRYANT & STRATTON CLG-SOUTHTOW  
MERCY COLLEGE-BRONX CAMPUS  
MERCY COLLEGE-WHITE PLAINS  
MERCY COLLEGE-YORKTOWN  
MONROE COLLEGE-NEW ROCHELLE  
MOHAWK VALLEY CMTY CLG-ROME  
PACE UNIV SCHOOL OF LAW  
CORNELL UNIV CLG OF VET MED  
CORNELL UNIV LAW SCHOOL  
POLYTECHNIC UNIV-WESTCHESTER  
POLYTECHNIC UNIV-LONG ISLAND  
NY COLLEGE OF OSTEOPATHIC MED  
TOURO LAW CENTER  
HOFSTRA UNIV SCHOOL OF LAW  
SUNY AT BUFFALO DENTAL SCHOOL  
NORTH COUNTRY CMTY CLG-MALONE  
MID-AMERICA BAPTIST THEO SEM  
SYRACUSE UNIV COLLEGE OF LAW  
CUNY SCH OF LAW AT QUEENS CLG  
HUNTER-BELLEVUE SCH OF NURSING  
MIRRER YESHIVA CENTRAL INST  
PRATT INSTITUTE-MANHATTAN  
TOURO CLG-GRAD SCH JEWISH STDS  
NORTH COUNTRY CMTY CLG-TICONDE  
CUNY SYSTEM OFFICE  
LONG ISLAND UNIV ADMIN OFFICE  
SUFFOLK CO CMTY CLG CTRL ADM  
STATE UNIV OF NY SYSTEM OFFICE  
ROCKEFELLER UNIVERSITY  
THE ART INST OF NEW YORK CITY  
MILDRED ELLEY COLLEGE  
HELENE FULD CLG OF NURSING

PLAZA COLLEGE  
BRIARCLIFFE COLLEGE-BETHPAGE  
BRIARCLIFFE COLLEGE-PATCHOGUE  
ELMIRA BUSINESS INSTITUTE  
THE NEW YORK ACADEMY OF ART  
ST JOSEPH'S SCHOOL OF NURSING  
COLUMBIA UNIV SCH OF NURSING  
EUGENE LANG CLG-NEW SCH UNIV  
GLOBE INSTITUTE OF TECHNOLOGY  
BRYANT & STRATTON CORP OFFICE  
NEW YORK CAREER INSTITUTE  
ITT TECHNICAL INST-LIVERPOOL  
ITT TECHNICAL INST-GETZVILLE  
ITT TECHNICAL INST-ALBANY  
LONG ISLAND UNIV-BRENTWOOD  
BRYANT & STRATTON CLG-AMHERST  
LONG ISLAND BUSINESS INST  
HUNTER BUSINESS SCHOOL  
DALE CARNEGIE INSTITUTE  
SOBELSOHN SCHOOL  
NY INST OF ENGLISH/BUSINESS  
COPE INSTITUTE  
GLOBAL BUSINESS INSTITUTE  
GLOBAL BUSINESS INSTITUTE  
COLD SPRING HARBOR LABORATORY  
STERN COLLEGE FOR WOMEN  
SOPHIE DAVIS MED SCH OF BIOMED  
ASA COLLEGE  
RIDLEY-LOWELL BUS/TECH INST  
RIDLEY-LOWELL BUS/TECH INST  
NY UNIV MED CTR ALLIED HLTH ED  
CALIBER TRAINING INSTITUTE  
HART SCH OF PRACTICAL NURSING  
MANDL SCHOOL  
M S WHELAN SCH OF PRAT NURSING  
NY SCH FOR MEDICAL/DENTAL ASST  
SUBURBAN TECHNICAL SCHOOL  
BRANFORD HALL CAREER INST  
UTICA SCH OF COMMERCE-ONEONTA  
UTICA SCH OF COMMERCE-CANASTOT  
THE KING'S COLLEGE  
CROUSE HOSPITAL SCH OF NURSING  
ISLAND DRAFTING/TECH INST  
MEMORIAL HOSP SCH OF NURSING  
SAINT ELIZABETH CLG OF NURSING  
MONROE CMTY CLG-DAMON CITY  
GAMLA COLLEGE  
ELLIS HOSPITAL SCH OF NURSING  
MERCY COLLEGE-MANHATTAN  
NEW SCHOOL OF RADIO/TELEVISION  
SWEDISH INSTITUTE  
BERLITZ LANGUAGE CENTER  
BERLITZ LANGUAGE CENTER

BERLITZ LANGUAGE CENTER  
BERLITZ LANGUAGE CENTER  
BERLITZ LANGUAGE CENTER  
LIA SCHORR INSTITUTE  
BETH HATALMUD RABBINICAL CLG  
BUSINESS INFORMATICS CENTER  
CTR MOD PSYCHOANALYTIC STDS  
DAVIS COLLEGE  
SAMARITAN HOSP SCH OF NURSING  
SIMMON INST OF FUNERAL SERVICE  
UNITED TALMUDICAL SEMINARY  
PACIFIC CLG OF ORIENTAL MED-NY  
NEW YORK CLG OF HEALTH PROF  
AMER MUSICAL/DRAMATIC ACADEMY  
ARNOT-OGDEN MED CTR SCH OF NUR  
CIRCLE IN SQUARE THEATER SCH  
ELIM BIBLE INSTITUTE  
MERCE CUNNINGHAM STUDIO  
WORD OF LIFE BIBLE INSTITUTE  
CAREER INST HEALTH/TECH  
SCHOOL FOR FILM/TELEVISION  
ELIM BIBLE INSTITUTE-BUFFALO  
ANTHEM INSTITUTE-NEW YORK  
LONG ISLAND UNIV-ROCKLAND GRAD  
SUNBRIDGE INSTITUTE  
DEVRY UNIVERSITY-MANHATTAN  
APEX TECHNICAL SCHOOL  
CHARLES STUART SCHOOL  
CLG OF NEW ROCHELLE-ROSA PARKS  
ST JOHN'S UNIV-OAKDALE  
ALLEN SCHOOL  
NEW YORK INSTITUTE OF MASSAGE  
METROPOLITAN LEARNING INST  
LEON STUDIO 1 SCH HAIR DESIGN  
LONG ISLAND BUSINESS INST  
TRI-STATE CLG OF ACUPUNCTURE  
DOWLING COLLEGE-BROOKHAVEN  
NEW YORK UNIV SCH CONT ED/PROF  
STELLA ADLER STUDIO OF ACTING  
THE ACTING STUDIO  
LEE STRASBERG THEATRE/FILM INS  
FEGS TRADES & BUSINESS SCHOOL  
NEW YORK AUTO & DIESEL INST  
CAREER & EDUC CONSULTANTS  
NEW BRUNSWICK THEO SEM-ST JOHN  
CUNY GRAD SCH OF JOURNALISM  
UNITED HOSPITAL MED CENTER  
BELLEVUE HOSPITAL CENTER  
LUTHERAN MEDICAL CTR  
ST VINCENTS CATHOLIC MED CTR  
ST JOHNS EPISCOPAL HOSP  
ST BARNABAS HOSPITAL  
SISTERS OF CHARITY HOSP

SAMARITAN MEDICAL CENTER  
WYCKOFF HEIGHTS MED CTR  
AUBURN MEMORIAL HOSPITAL  
KINGSTON HOSPITAL  
METROPOLITAN HOSPITAL  
MAIMONIDES HOSPITAL  
JAMAICA HOSPITAL MED CTR  
LONG BEACH MEDICAL CENTER  
QUEENS HOSPITAL CENTER  
PHILLIPS FAMILY PRACTICE  
BETH ISRAEL MED CTR-KINGS HWY  
BETH ISRAEL MED CTR-SINGER  
BETH ISRAEL MC PHILLIPS AMB  
JAMES J PETERS VA MED CTR  
MOUNT SINAI HOSPITAL  
ELMHURST HOSPITAL  
BETH ISRAEL MEDICAL CTR  
ZUCKER HILLSIDE HOSPITAL  
STONY BROOK UNIV HOSPITAL  
NORTHPORT VETERANS MED CTR  
LONG ISLAND JEWISH MEDICAL CTR  
WINTHROP UNIV HOSPITAL  
NASSAU UNIV MEDICAL CENTER  
MERCY HOSPITAL  
ROSWELL PARK MEM INSTITUTE  
CHILDRENS HOSPITAL  
VETERANS ADMIN MED CTR  
MILLARD FILLMORE HOSPITAL  
ERIE COUNTY MEDICAL CTR  
DEACONESS HOSPITAL  
BUFFALO GENERAL HOSPITAL  
NEW YORK/PRESBYTERIAN HOSP  
MEMORIAL SLOAN KETTERING  
HOSPITAL JOINT DISEASES  
NORTH SHORE UNIV HOSPITAL  
NIAGARA HOSPICE INC  
SUNNYVIEW HOSP/REHAB CTR  
STRATTON VETERANS MED CTR  
ELLIS HEALTH CENTER  
ALBANY MEDICAL CENTER  
PENINSULA HOSPITAL CENTER  
FLUSHING HOSPITAL MED CENTER  
CONEY ISLAND HOSPITAL  
ST ELIZABETH MEDICAL CTR  
BASSETT HOSPITAL  
ST JOSEPHS HOSPITAL  
SUNY CLINICAL CAMPUS  
WILSON MEMORIAL HOSPITAL  
VETERANS ADMIN MED CTR  
METHODIST HOSPITAL  
INTERFAITH MEDICAL CTR  
VET ADM MED CTR BROOKLYN  
KINGS COUNTY HOSPITAL CTR



SUNY DOWNSTATE HOSPITAL  
ST VINCENTS MED CENTER  
LONG ISLAND CLG HOSPITAL  
HOSPITAL FOR SPECIAL SURGERY  
BROOKLYN HOSPITAL CENTER  
BROOKDALE UNIV HOSPITAL  
KINGSBROOK JEWISH MED CTR  
NY HARBOR HEALTHCARE  
SOUND SHORE MEDICAL CENTER  
NY EYE/EAR INFIRMARY  
LINCOLN MEDICAL CENTER  
LENOX HILL HOSPITAL  
WESTCHESTER MEDICAL CENTER  
ST VINCENTS MEDICAL CENTER  
MISERICORDIA HOSP MED CTR  
GOOD SAMARITAN MED CTR  
STATEN ISLAND HOSPITAL  
OUR LADY MERCY MED CENTER  
ST JOSEPHS HOSPITAL  
ROSE F KENNEDY CENTER  
BRONX LEBANON HOSPITAL  
NATHAN VAN ETEN HOSPITAL  
MONTEFIORE MEDICAL CTR  
ABRAHAM JACOBI HOSPITAL  
BRONX LEBANON HOSPITAL  
MONTEFIORE MED CTR MOSES  
MONROE COMMUNITY HOSPITAL  
CANANDAIGUA VA MEDICAL CTR  
UNITY HEALTH SYSTEM  
ROCHESTER GENERAL HOSPITAL  
HIGHLAND HOSPITAL  
UNIV OF ROCHESTER MED CENTER  
NEW YORK HOSPITAL QUEENS  
BROOKHAVEN MEMORIAL HOSPITAL  
CABRINI MEDICAL CENTER  
NEW YORK UNIV MEDICAL CTR  
ST LUKES ROOSEVELT HOSP  
NY PRESBY/COLUM UNIV MED CTR  
HARLEM HOSPITAL  
NEW YORK DOWNTOWN HOSPITAL

SOUTHSIDE HOSPITAL  
SCHUYLER HOSPITAL  
LOURDES HOSPITAL  
WCA HOSPITAL  
ST JAMES MERCY HOSPITAL  
FAXTON ST LUKES HEALTHCARE  
SO NASSAU COMMUNITY HOSPITAL  
PENARANDA INST DENTAL TECH  
DOROTHEA HOPFER SCH NURSING  
INST ALLIED MEDICAL PROF  
CVPH MEDICAL CENTER  
BROOKLYN-QUEENS CON OF MUSIC  
THE BARD GRADUATE CENTER  
FORDHAM UNIVERSITY-WESTCHESTER  
MEDAILLE COLLEGE-ROCHESTER  
GEORGE MERCER MEM SCH  
THEOLOGY  
ST PAULS SCHOOL OF NURSING  
ADELPHI UNIV-HAUPPAUGE  
ADELPHI UNIV-HUDSON VALLEY  
SUNY ORANGE CMTY CLG-NEWBURGH  
TISCH SCHOOL OF THE ARTS  
NEW YORK UNIV-STEINHARDT  
SANFORD BROWN INST-GARDEN CTY  
UNIVERSITY AT BUFFALO-SOUTH  
BRIARCLIFFE COLLEGE-QUEENS  
SOTHEBY'S INSTITUTE OF ART  
ST PAULS SCH OF NURSING-QUEENS  
ONONDAGA SCH OF THER MASSAGE  
ONONDAGA SCH OF THER MASSAGE  
TOURO COLLEGE-SUNSET PARK  
LINCOLN TECH INST-QUEENS  
NYACK COLLEGE-MANHATTAN  
CLG OF NEW ROCHELLE-BROOKLYN  
CLG OF NEW ROCHELLE-J O'CONNOR  
CLG OF NEW ROCHELLE-CO-OP CITY  
CLG OF NEW ROCHELLE-DC-37  
LONG ISLAND UNIV-RIVERHEAD  
UNIVERSITY OF BUFFALO-GATEWAY

**State Agencies in New York including but not limited to:**

NEW YORK - GOVERNOR  
NEW YORK - ATTORNEY GENERAL  
NEW YORK - STATE COMPTROLLER  
NEW YORK - LT. GOVERNOR  
NEW YORK - SECRETARY OF STATE  
NEW YORK - STATE ASSEMBLY  
NEW YORK - STATE SENATE  
NEW YORK - COURT OF CLAIMS  
NEW YORK - NEW YORK STATE UNIFIED COURT SYSTEM  
NEW YORK - GOVERNOR'S OFFICE OF EMPLOYEE RELATIONS  
NEW YORK - GOVERNOR'S TRAFFIC SAFETY COMMITTEE  
NEW YORK - DIVISION FOR WOMEN

NEW YORK - DIVISION OF THE BUDGET  
NEW YORK - BANKING DEPARTMENT  
NEW YORK - DEPARTMENT OF AGRICULTURE AND MARKETS  
NEW YORK - DEPARTMENT OF CIVIL SERVICE  
NEW YORK - DEPARTMENT OF CORRECTIONAL SERVICES  
NEW YORK - DEPARTMENT OF ECONOMIC DEVELOPMENT: TOURISM  
NEW YORK - DEPARTMENT OF HEALTH  
NEW YORK - DEPARTMENT OF INSURANCE  
NEW YORK - DEPARTMENT OF LABOR  
NEW YORK - DEPARTMENT OF MOTOR VEHICLES  
NEW YORK - DEPARTMENT OF STATE  
NEW YORK - DEPARTMENT OF TAXATION AND FINANCE  
NEW YORK - DEPARTMENT OF TRANSPORTATION  
NEW YORK - DIVISION OF CRIMINAL JUSTICE SERVICES  
NEW YORK - DIVISION OF HOUSING AND COMMUNITY RENEWAL  
NEW YORK - DIVISION OF MILITARY AND NAVAL AFFAIRS  
NEW YORK - EMPIRE STATE DEVELOPMENT  
NEW YORK - HIGHER EDUCATION SERVICES CORPORATION  
NEW YORK - NEW YORK LOTTERY  
NEW YORK - NEW YORK STATE DIVISION OF HUMAN RIGHTS  
NEW YORK - NEW YORK STATE ENERGY RESEARCH AND DEVELOPMENT AUTHORITY  
NEW YORK - GIS CLEARINGHOUSE  
NEW YORK - NEW YORK STATE INSURANCE FUND  
NEW YORK - NEW YORK STATE PARKS, RECREATION AND HISTORIC PRESERVATION  
NEW YORK - NEW YORK STATE POLICE  
NEW YORK - OFFICE OF ADVOCATE FOR PERSONS DISABILITIES  
NEW YORK - OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES  
NEW YORK - OFFICE OF GENERAL SERVICES  
NEW YORK - OFFICE OF MENTAL HEALTH  
NEW YORK - OFFICE OF REAL PROPERTY SERVICES  
NEW YORK - STATE EDUCATION DEPARTMENT  
NEW YORK - STATE EDUCATION DEPARTMENT: OFFICE OF HIGHER EDUCATION  
NEW YORK - STATE EDUCATION DEPARTMENT: STATE ARCHIVES  
NEW YORK - STATE EDUCATION DEPARTMENT: STATE LIBRARY  
NEW YORK - STATE EMERGENCY MANAGEMENT OFFICE  
NEW YORK - STATE GOVERNMENT INFORMATION LOCATOR SYSTEM  
NEW YORK - NEW YORK STATE CANAL SYSTEM  
NEW YORK - DEPARTMENT OF ENVIRONMENT CONSERVATION  
NEW YORK - OFFICE FOR THE AGING  
NEW YORK - OFFICE OF REGULATORY REFORM  
NEW YORK - DIVISION OF VETERANS' AFFAIRS  
NEW YORK - OFFICE FOR TECHNOLOGY  
NEW YORK - OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE  
NEW YORK - OFFICE OF CHILDREN AND FAMILY SERVICES  
NEW YORK - ADIRONDACK PARK AGENCY  
NEW YORK - OFFICE OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES  
NEW YORK - AG RX  
NEW YORK - OFFICE OF LONG TERM CARE OMBUDSMAN  
NEW YORK - BOARD OF REGENTS  
NEW YORK - COMMISSION ON QUALITY OF CARE FOR THE MENTALLY DISABLED  
NEW YORK - CONSUMER PROTECTION BOARD  
NEW YORK - COUNCIL ON CHILDREN AND FAMILIES  
NEW YORK - NEW YORK STATE COUNCIL ON THE ARTS

NEW YORK - NEW YORK STATE ETHICS COMMISSION  
 NEW YORK - NEW YORK STATE THRUWAY AUTHORITY  
 NEW YORK - PUBLIC SERVICE COMMISSION  
 NEW YORK - STATE BOARD OF ELECTIONS VOTER INFORMATION CENTER  
 NEW YORK - STATE COMMISSION ON LOBBYING  
 NEW YORK - WORKERS' COMPENSATION BOARD  
 NEW YORK - NEW YORK STATE TEACHERS' RETIREMENT SYSTEM  
 NEW YORK - COMMISSION OF INVESTIGATION  
 NEW YORK - COMMISSION OF CORRECTION  
 NEW YORK - PUBLIC EMPLOYMENT RELATIONS BOARD  
 NEW YORK - CRIME VICTIMS BOARD  
 NEW YORK - DORMITORY AUTHORITY  
 NEW YORK - CAPITAL DISTRICT REGIONAL PLANNING COMMISSION  
 NEW YORK - SCHENECTADY/GLENVILLE ECONOMIC DEVELOPMENT ZONE  
 NEW YORK - CENTRAL PINE BARRENS COMMISSION  
 NEW YORK - ADIRONDACK ASSOCIATION OF TOWNS AND VILLAGES  
 NEW YORK - GENESEE/FINGER LAKES REGIONAL PLANNING COUNCIL

**Cities, Towns, Villages, and Boroughs in Oregon including but not limited to:**

ANTELOPE CITY HALL	CITY OF VERNONIA
CITY OF AURORA	CITY OF WASCO
CANBY CITY HALL	CITY OF WEST LINN
BARLOW CITY HALL	CITY OF WILSONVILLE
CASCADE LOCKS CITY HALL	CITY OF WOODBURN
CITY OF CLATSKANIE	CITY OF BEAVERTON
CITY OF COLUMBIA CITY	CITY OF HAPPY VALLEY
CITY OF DONALD	CITY OF DAMASCUS
CITY OF DUFUR	CITY OF AMITY
CITY OF ESTACADA	ASTORIA CITY HALL
CITY OF FAIRVIEW	BANKS CITY HALL
CITY OF GERVAIS	CITY OF BAY CITY
CITY OF GLADSTONE	CANNON BEACH CITY HALL
CITY OF GRASS VALLEY	CARLTON CITY HALL
CITY OF GRESHAM	CITY OF CORNELIUS
CITY OF HOOD RIVER	CITY OF DAYTON
CITY OF HUBBARD	CITY OF DUNDEE
CITY OF LAKE OSWEGO	CITY OF FOREST GROVE
CITY OF RIVERGROVE	CITY OF GARIBALDI
CITY OF MAUPIN	CITY OF GASTON
CITY OF MOLALLA	CITY OF HILLSBORO
CITY OF MORO	CITY OF LAFAYETTE
CITY OF MOSIER	CITY OF MCMINNVILLE
CITY OF OREGON CITY	CITY OF MANZANITA
CITY OF RAINIER	CITY OF NEHALEM
CITY OF PRESCOTT	CITY OF NEWBERG
CITY OF RUFUS	CITY OF NORTH PLAINS
CITY OF SAINT HELENS	CITY OF ROCKAWAY BEACH
CITY OF SANDY	CITY OF SAINT PAUL
CITY OF SCAPPOOSE	CITY OF GEARHART
CITY OF SHANIKO	CITY OF SEASIDE
CITY OF THE DALLES	CITY OF SHERWOOD
CITY OF WOOD VILLAGE	CITY OF TILLAMOOK
CITY OF TROUTDALE	CITY OF WARRENTON
CITY OF TUALATIN	CITY OF WHEELER

CITY OF YAMHILL  
CITY OF PORTLAND  
CITY OF MAYWOOD PARK  
CITY OF MILWAUKIE  
CITY OF TIGARD  
CITY OF KING CITY  
CITY OF DURHAM  
CITY OF JOHNSON CITY  
CITY OF SALEM  
CITY OF KEIZER  
CITY OF ALBANY  
CITY OF MILLERSBURG  
AUMSVILLE CITY HALL  
BROWNSVILLE CITY HALL  
CITY OF ADAIR VILLAGE  
CITY OF DALLAS  
CITY OF CORVALLIS  
CITY OF DEPOE BAY  
CITY OF DETROIT  
CITY OF FALLS CITY  
CITY OF HALSEY  
CITY OF IDANHA  
CITY OF INDEPENDENCE  
CITY OF JEFFERSON  
CITY OF WATERLOO  
CITY OF LEBANON  
CITY OF SODAVILLE  
CITY OF LYONS  
CITY OF MILL CITY  
CITY OF MONMOUTH  
CITY OF MOUNT ANGEL  
CITY OF NEWPORT  
CITY OF LINCOLN CITY  
CITY OF PHILOMATH  
CITY OF SCIO  
CITY OF SCOTTS MILLS  
CITY OF SHERIDAN  
CITY OF SILETZ  
CITY OF SILVERTON  
CITY OF STAYTON  
CITY OF SUBLIMITY  
CITY OF SWEET HOME  
CITY OF TANGENT  
CITY OF TOLEDO  
CITY OF TURNER  
CITY OF WALDPOR  
CITY OF WILLAMINA  
CITY OF EUGENE  
CITY OF COBURG  
BANDON CITY HALL  
BROOKINGS CITY HALL  
CITY OF CANYONVILLE  
CITY OF COOS BAY

CITY OF COQUILLE  
CITY OF COTTAGE GROVE  
CITY OF CRESWELL  
CITY OF DRAIN  
CITY OF ELKTON  
CITY OF FLORENCE  
CITY OF GLENDALE  
CITY OF GOLD BEACH  
CITY OF HARRISBURG  
CITY OF JUNCTION CITY  
CITY OF LAKESIDE  
CITY OF LOWELL  
CITY OF MONROE  
CITY OF MYRTLE CREEK  
CITY OF MYRTLE POINT  
CITY OF NORTH BEND  
CITY OF OAKLAND  
CITY OF OAKRIDGE  
CITY OF PORT ORFORD  
CITY OF POWERS  
CITY OF REEDSPORT  
CITY OF RIDDLE  
CITY OF ROSEBURG  
CITY OF SPRINGFIELD  
CITY OF SUTHERLIN  
CITY OF VENETA  
CITY OF WESTFIR  
CITY OF DUNES CITY  
CITY OF WINSTON  
CITY OF YACHATS  
CITY OF YONCALLA  
CITY OF MEDFORD  
CENTRAL POINT CITY HALL  
ASHLAND CITY HALL  
BUTTE FALLS CITY HALL  
CAVE JUNCTION CITY HALL  
CITY OF EAGLE POINT  
CITY OF GOLD HILL  
CITY OF GRANTS PASS  
CITY OF JACKSONVILLE  
CITY OF PHOENIX  
CITY OF ROGUE RIVER  
CITY OF SHADY COVE  
CITY OF TALENT  
CITY OF KLAMATH FALLS  
BONANZA TOWN HALL  
CHILOQUIN CITY HALL  
TOWN OF LAKEVIEW  
CITY OF MALIN  
CITY OF MERRILL  
CITY OF PAISLEY  
BEND CITY HALL  
BURNS CITY HALL

CITY OF CULVER  
CITY OF HINES  
CITY OF LA PINE  
CITY OF MADRAS  
CITY OF METOLIUS  
CITY OF MITCHELL  
CITY OF PRINEVILLE  
CITY OF REDMOND  
CITY OF SISTERS  
CITY OF PENDLETON  
ADAMS CITY HALL  
CITY OF ARLINGTON  
ATHENA CITY HALL  
CITY OF BAKER CITY  
BOARDMAN CITY HALL  
CANYON CITY CITY HALL  
CITY OF CONDON  
CITY OF COVE  
CITY OF DAYVILLE  
CITY OF ECHO  
CITY OF ELGIN  
CITY OF ENTERPRISE  
CITY OF FOSSIL  
CITY OF HAINES  
CITY OF HELIX  
CITY OF HEPPNER  
CITY OF HERMISTON  
TOWN OF LEXINGTON  
CITY OF IMBLER  
CITY OF IONE  
CITY OF IRRIGON

**Counties in Oregon including but not limited to:**

HOOD RIVER COUNTY  
SHERMAN COUNTY  
CLACKAMAS COUNTY  
COLUMBIA COUNTY  
WASCO COUNTY  
CLATSOP COUNTY  
WASHINGTON COUNTY  
YAMHILL COUNTY  
TILLAMOOK COUNTY  
MULTNOMAH COUNTY  
MARION COUNTY  
LINN COUNTY  
POLK COUNTY  
BENTON COUNTY  
LINCOLN COUNTY  
LANE COUNTY  
COOS COUNTY  
CURRY COUNTY

**K-12 in Oregon including but not limited to:**

BAKER SCHOOL DISTRICT 5J  
BURNT RIVER SCHOOL DIST 30J

CITY OF JOHN DAY  
CITY OF JOSEPH  
CITY OF LA GRANDE  
CITY OF ISLAND CITY  
CITY OF LONG CREEK  
CITY OF LOSTINE  
CITY OF MILTON FREEWATER  
CITY OF MONUMENT  
CITY OF MOUNT VERNON  
CITY OF NORTH POWDER  
CITY OF PILOT ROCK  
CITY OF PRAIRIE CITY  
CITY OF RICHLAND  
CITY OF SENECA  
CITY OF SPRAY  
CITY OF STANFIELD  
CITY OF SUMMERVILLE  
CITY OF SUMPTER  
CITY OF GRANITE  
CITY OF UKIAH  
CITY OF UMATILLA  
CITY OF UNION  
CITY OF UNITY  
CITY OF WALLOWA  
CITY OF WESTON  
ADRIAN CITY HALL  
CITY OF HUNTINGTON  
CITY OF JORDAN VALLEY  
CITY OF NYSSA  
CITY OF ONTARIO  
CITY OF VALE

DOUGLAS COUNTY  
JACKSON COUNTY  
JOSEPHINE COUNTY  
KLAMATH COUNTY  
LAKE COUNTY  
DESCHUTES COUNTY  
HARNEY COUNTY  
JEFFERSON COUNTY  
CROOK COUNTY  
UMATILLA COUNTY  
BAKER COUNTY  
GRANT COUNTY  
GILLIAM COUNTY  
WALLOWA COUNTY  
WHEELER COUNTY  
MORROW COUNTY  
UNION COUNTY  
MALHEUR COUNTY

HUNTINGTON SCHOOL DISTRICT 16J  
PINE EAGLE SCHOOL DISTRICT 61



ALSEA SCHOOL DISTRICT 7J  
CORVALLIS SCHOOL DISTRICT 509J  
MONROE SCHOOL DISTRICT 1J  
PHILOMATH SCHOOL DISTRICT 17J  
CANBY SCHOOL DISTRICT 86  
COLTON SCHOOL DISTRICT 53  
ESTACADA SCHOOL DISTRICT 108  
GLADSTONE SCHOOL DISTRICT 115  
LAKE OSWEGO SCHOOL DISTRICT 7J  
MOLALLA RIVER SCHOOL DIST 35  
NORTH CLACKAMAS SCHOOL DIST  
OREGON CITY SCHOOL DISTRICT 62  
OREGON TRAIL SCH DIST 46  
WEST LINN-WILSONVILLE SD 3  
ASTORIA SCHOOL DISTRICT 1C  
JEWELL SCHOOL DISTRICT 8  
SEASIDE SCHOOL DISTRICT 10  
WARRENTON HAMMOND SCH DIST 30  
CLATSKANIE SCHOOL DISTRICT 6J  
RAINIER SCHOOL DISTRICT 13  
SCAPPOOSE SCHOOL DISTRICT 1J  
ST HELENS SCHOOL DISTRICT 502  
VERNONIA SCHOOL DISTRICT 47J  
BANDON SCHOOL DISTRICT 54  
COOS BAY SCHOOL DISTRICT 9  
COQUILLE SCHOOL DISTRICT 8  
MYRTLE POINT SCHOOL DIST 41  
NORTH BEND SCHOOL DISTRICT 13  
POWERS SCHOOL DISTRICT 31  
CROOK CO SCHOOL DISTRICT  
BROOKINGS HARBOR SCH DIST 17C  
CENTRAL CURRY SCHOOL DIST 1  
PORT ORFORD-LANGLOIS SD 2CJ  
BEND LAPINE SCHOOL DISTRICT 1  
REDMOND SCHOOL DISTRICT 2J  
SISTERS SCHOOL DISTRICT 6  
CAMAS VALLEY SCHOOL DIST 21  
DOUGLAS CO SCHOOL DISTRICT 15  
ELKTON SCHOOL DISTRICT 34  
GLENDALE SCHOOL DISTRICT 77  
GLIDE SCHOOL DISTRICT 12  
NORTH DOUGLAS SCHOOL DIST 22  
OAKLAND SCHOOL DISTRICT 1  
REEDSPORT SCHOOL DISTRICT 105  
RIDDLE SCHOOL DISTRICT 70  
ROSEBURG SCHOOL DISTRICT 4  
SOUTH UMPQUA SCHOOL DIST 19  
SUTHERLIN SCHOOL DISTRICT 130  
WINSTON-DILLARD SCH DIST 116  
YONCALLA SCHOOL DISTRICT 32  
ARLINGTON SCHOOL DISTRICT 3  
CONDON SCHOOL DISTRICT 25J  
DAYVILLE SCHOOL DISTRICT 16J

JOHN DAY SCHOOL DISTRICT 3  
LONG CREEK SCHOOL DIST 17  
MONUMENT SCHOOL DISTRICT 8  
PRAIRIE CITY SCHOOL DISTRICT 4  
HARNEY CO SCHOOL DISTRICT 3  
CRANE ELEM SCHOOL DISTRICT 4  
DIAMOND SCHOOL DISTRICT 7  
DOUBLE O SCHOOL DIST 28  
DREWSEY SCHOOL DISTRICT 13  
SOUTH HARNEY SCHOOL DIST 33  
FRENCHGLEN SCHOOL DISTRICT 16  
SUNTEX SCHOOL DISTRICT 10  
HOOD RIVER CO SCHOOL DISTRICT  
ASHLAND SCHOOL DISTRICT 5  
BUTTE FALLS SCHOOL DISTRICT 91  
CENTRAL POINT SCHOOL DIST 6  
JACKSON CO SCHOOL DISTRICT 9  
MEDFORD SCHOOL DISTRICT 549C  
PHOENIX-TALENT SCHOOL DIST 4  
PROSPECT SCHOOL DISTRICT 59  
ROGUE RIVER SCHOOL DISTRICT 35  
CULVER SCHOOL DISTRICT 4  
JEFFERSON CO SCHOOL DIST 509J  
GRANTS PASS SCHOOL DISTRICT 7  
THREE RIVERS SCHOOL DISTRICT  
KLAMATH CO SCHOOL DIST 600  
KLAMATH FALLS CITY SCHOOLS  
LAKE CO SCHOOL DISTRICT 7  
PAISLEY SCHOOL DISTRICT 11C  
BETHEL SCHOOL DISTRICT 52  
BLACHLY SCHOOL DISTRICT 90  
CRESWELL SCHOOL DISTRICT 40  
CROW-APPLEGATE-LORANE SD 66  
EUGENE SCHOOL DISTRICT 4J  
FERN RIDGE SCHOOL DIST 28J  
JUNCTION CITY SCHOOL DIST 69  
LOWELL SCHOOL DISTRICT 71  
MAPLETON SCHOOL DISTRICT 32  
MARCOLA SCHOOL DISTRICT 79J  
MCKENZIE SCHOOL DISTRICT 68  
OAKRIDGE SCHOOL DISTRICT 76  
PLEASANT HILL SCHOOL DIST 1  
SIUSLAW SCHOOL DISTRICT 97J  
SOUTH LANE SCH DISTRICT 45J3  
SPRINGFIELD SCHOOL DISTRICT 19  
LINCOLN CO SCHOOL DISTRICT  
GREATER ALBANY PUB SCH DIST 8J  
CENTRAL LINN SCHOOL DIST 552C  
HARRISBURG SCHOOL DISTRICT 7  
LEBANON CMTY SCHOOL DISTRICT 9  
SANTIAM CANYON SCH DIST 129J  
SCIO SCHOOL DISTRICT 95C  
SWEET HOME SCHOOL DISTRICT 55

ADRIAN SCHOOL DISTRICT 61  
 ANNEX SCHOOL DISTRICT 29  
 AROCK SCHOOL DISTRICT 81  
 HARPER SCHOOL DISTRICT 66  
 JORDAN VALLEY SCHOOL DIST 3  
 JUNTURA SCHOOL DISTRICT 12  
 NYSSA SCHOOL DISTRICT 26  
 ONTARIO SCHOOL DISTRICT 8C  
 VALE SCHOOL DISTRICT 84  
 CASCADE SCHOOL DISTRICT 5  
 GERVAIS SCHOOL DISTRICT 1  
 JEFFERSON SCHOOL DISTRICT 14J  
 MT ANGEL SCHOOL DISTRICT 91  
 NORTH MARION SCHOOL DIST 15  
 SALEM KEIZER SCH DIST 24J  
 SILVER FALLS SCHOOL DIST 4J  
 ST PAUL SCHOOL DISTRICT 45  
 NORTH SANTIAM SCHOOL DIST 29J  
 WOODBURN PUBLIC SCH DIST 103  
 MORROW CO SCHOOL DISTRICT 1  
 CORBETT SCHOOL DISTRICT 39  
 DAVID DOUGLAS SCHOOL DIST 40  
 GRESHAM-BARLOW JOINT SD 10  
 CENTENNIAL SCHOOL DIST 28J  
 PARKROSE SCHOOL DISTRICT 3  
 PORTLAND SCHOOL DISTRICT 1J  
 REYNOLDS SCHOOL DISTRICT 7  
 RIVERDALE SCH DISTRICT 51J  
 CENTRAL SCHOOL DISTRICT 13J  
 DALLAS SCHOOL DISTRICT 2  
 FALLS CITY SCHOOL DIST 57  
 PERRYDALE SCHOOL DISTRICT 21  
 SHERMAN CO SCHOOL DISTRICT  
 NESTUCCA VALLEY SCH DIST 101  
 NEAH-KAH-NIE SCHOOL DIST 56  
 TILLAMOOK SCHOOL DISTRICT 9  
 ATHENA-WESTON SCH DIST 29RJ  
 ECHO SCHOOL DISTRICT 5R  
 HELIX SCHOOL DISTRICT 1R  
 HERMISTON SCHOOL DISTRICT 8R  
 MILTON FREEWATER USD 7  
 PENDLETON SCHOOL DISTRICT 16R  
 PILOT ROCK SCHOOL DISTRICT 2R

STANFIELD SCHOOL DISTRICT 61R  
 UKIAH SCHOOL DISTRICT 80R  
 UMATILLA SCHOOL DISTRICT 6R  
 COVE SCHOOL DISTRICT 15  
 ELGIN SCHOOL DISTRICT 23  
 IMBLER SCHOOL DISTRICT 11  
 LA GRANDE SCHOOL DISTRICT 1  
 NORTH POWDER SCH DISTRICT 8J  
 UNION SCHOOL DISTRICT 5  
 ENTERPRISE SCHOOL DISTRICT 21  
 JOSEPH SCHOOL DISTRICT 6  
 WALLOWA SCHOOL DISTRICT 12  
 NORTH WASCO CO SCH DIST 21  
 DUFUR SCHOOL DISTRICT 29  
 SOUTH WASCO CO SCHOOL DIST 1  
 BANKS SCHOOL DISTRICT 13  
 BEAVERTON SCHOOL DISTRICT  
 FOREST GROVE SCHOOL DIST 15  
 GASTON SCHOOL DISTRICT 511J  
 HILLSBORO SCHOOL DISTRICT 1J  
 SHERWOOD SCHOOL DISTRICT 88J  
 TIGARD TUALATIN SCH DIST 23J  
 FOSSIL SCHOOL DISTRICT 21J  
 MITCHELL SCHOOL DISTRICT 55  
 SPRAY SCHOOL DISTRICT 1  
 AMITY SCHOOL DISTRICT 4J  
 DAYTON SCHOOL DISTRICT 8  
 MCMINNVILLE SCHOOL DISTRICT 40  
 NEWBERG SCHOOL DISTRICT 29J  
 SHERIDAN SCHOOL DISTRICT 48J  
 WILLAMINA SCHOOL DISTRICT 30J  
 YAMHILL CARLTON SCH DIST  
 PLEASANT VALLEY ELEM SD 364  
 PINEHURST SCHOOL DISTRICT 94  
 ASHWOOD ELEM SCH DIST 8  
 BLACK BUTTE SCHOOL DISTRICT 41  
 ADEL SCHOOL DISTRICT 21  
 NORTH LAKE SCHOOL DISTRICT 14  
 PLUSH SCHOOL DISTRICT 18  
 TROY ELEM SCHOOL DISTRICT 54  
 HARNEY CO UNION HIGH SD 1J  
 KNAPPA SCHOOL DISTRICT 4  
 IONE SCHOOL DISTRICT R2

**Higher Education in Oregon including but not limited to:**

LE CORDON BLEU CLG CA-PORTLAND  
 NORTHWEST NANNIES INSTITUTE  
 AIRMANS PROFICIENCY CENTER  
 CONCORDE CAREER INSTITUTE  
 CARRINGTON COLLEGE-PORTLAND  
 OREGON STATE UNIVERSITY  
 MARYLHURST UNIVERSITY  
 GEORGE FOX EVANG SEM-PORTLAND  
 CLACKAMAS CMTY CLG-OREGON CITY

CLATSOP COMMUNITY COLLEGE  
 SOUTHWESTERN OREGON CMTY CLG  
 CENTRAL OREGON CMTY COLLEGE  
 UMPQUA COMMUNITY COLLEGE  
 SOUTHERN OREGON UNIVERSITY  
 ROGUE CMTY COLLEGE-REDWOOD  
 OREGON INSTITUTE OF TECHNOLOGY  
 LANE COMMUNITY COLLEGE  
 NORTHWEST CHRISTIAN UNIV

UNIVERSITY OF OREGON  
LINN BENTON COMMUNITY COLLEGE  
TREASURE VALLEY CMTY COLLEGE  
CORBAN UNIVERSITY  
MOUNT ANGEL SEMINARY  
CHEMEKETA CMTY CLG-SALEM  
WILLAMETTE UNIVERSITY  
CONCORDIA UNIVERSITY  
LEWIS & CLARK COLLEGE  
MT HOOD COMMUNITY COLLEGE  
MULTNOMAH UNIVERSITY  
PACIFIC NORTHWEST CLG OF ART  
PORTLAND CMTY COLLEGE-SYLVANIA  
PORTLAND STATE UNIVERSITY  
REED COLLEGE  
UNIVERSITY OF PORTLAND  
WARNER PACIFIC COLLEGE  
OREGON HEALTH & SCIENCE UNIV  
WESTERN SEMINARY-PORTLAND  
UNIV OF WESTERN STATES  
WESTERN OREGON UNIVERSITY  
BLUE MTN CMTY CLG-PENDLETON  
EASTERN OREGON UNIVERSITY  
PACIFIC UNIVERSITY  
OGI SCH OF SCI & ENGR AT OHSU  
GEORGE FOX UNIVERSITY  
LINFIELD COLLEGE  
THE ART INST OF PORTLAND  
LINFIELD COLLEGE-PORTLAND  
NEW HOPE CHRISTIAN COLLEGE  
LEWIS & CLARK LAW SCHOOL  
WILLAMETTE UNIV LAW SCHOOL  
UNIV OF OREGON SCHOOL OF LAW  
PORTLAND CMTY CLG-ROCK CREEK  
PORTLAND CMTY COLLEGE-CASCADE  
OREGON STATE U CLG OF VET MED  
OREGON INST OF TECH-PORTLAND  
ITT TECHNICAL INST-PORTLAND  
OREGON COAST COMMUNITY COLLEGE  
OREGON UNIVERSITY SYSTEM

HEALD COLLEGE-PORTLAND  
EVEREST CLG-PORTLAND  
OREGON CLG OF ART AND CRAFT  
WALLA WALLA UNIV SCH-NURSING  
PIONEER PACIFIC COLLEGE  
COLUMBIA GORGE CMTY COLLEGE  
ROGUE CMTY COLLEGE-RIVERSIDE  
KLAMATH COMMUNITY COLLEGE  
TILLAMOOK BAY CMTY COLLEGE  
COLLEGE OF LEGAL ARTS  
NATIONAL CLG OF NATURAL MED  
GUTENBERG COLLEGE  
PHAGANS BEAUTY COLLEGE  
PHAGANS CRL OREGON BEAUTY CLG  
PHAGANS SCHOOL OF BEAUTY  
PHAGANS GRANTS CLG OF BEAUTY  
PHAGANS MEDFORD BEAUTY SCHOOL  
UNIV OF PHOENIX-OREGON  
DEVRY UNIVERSITY-PORTLAND  
OREGON STATE UNIV-CASCADES  
VALLEY MEDICAL COLLEGE  
CHEMEKETA CMTY CLG-WOODBURN  
CHEMEKETA CTMY CLG-YAMHILL VLY  
BLUE MTN CMTY CLG-BAKER  
BLUE MTN CMTY CLG-HERMISTON  
BLUE MTN CMTY CLG-FREEWATER  
ABDILL CAREER COLLEGE  
ANTHEM COLLEGE-BEAVERTON  
GOOD SAMARITAN HOSPITAL  
VETERANS ADMIN MED CTR  
LEGACY EMANUEL HOSPITAL  
UNIVERSITY HOSPITAL  
COLUMBIA GORGE CMTY CLG-HOOD R  
GEORGE FOX UNIV-PORTLAND  
GEORGE FOX UNIV-SALEM  
GEORGE FOX UNIV-REDMOND  
SANFORD BROWN CLG-PORTLAND  
CLACKAMAS CMTY CLG-HARMONY  
CLACKAMAS CMTY CLG-WILSONVILLE  
ITT TECHNICAL INST-SALEM

**State Agencies in Oregon including but not limited to:**

OREGON - SECRETARY OF STATE  
OREGON - STATE TREASURER  
OREGON - STATE CONTROLLER  
OREGON - GOVERNOR  
OREGON - ATTORNEY GENERAL  
OREGON - STATE LEGISLATURE  
OREGON - JUDICIAL DEPARTMENT  
OREGON - STATE ARCHIVES PUBLIC INFORMATION SERVER  
OREGON - DEPARTMENT OF ADMINISTRATIVE SERVICES: TRANSPORTATION,  
PURCHASING AND PRINT SERVICES  
OREGON - DEPARTMENT OF AGRICULTURE  
OREGON - DEPARTMENT OF CONSUMER AND BUSINESS SERVICES

OREGON - DEPARTMENT OF EDUCATION  
OREGON - DEPARTMENT OF FISH AND WILDLIFE  
OREGON - DEPARTMENT OF FORESTRY  
OREGON - DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES  
OREGON - DEPARTMENT OF HUMAN SERVICES  
OREGON - DEPARTMENT OF JUSTICE  
OREGON - DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT  
OREGON - DEPARTMENT OF REVENUE  
OREGON - DEPARTMENT OF TRANSPORTATION  
OREGON - ECONOMIC DEVELOPMENT DEPARTMENT  
OREGON - EMPLOYMENT DEPARTMENT  
OREGON - OFFICE OF ECONOMIC ANALYSIS  
OREGON - DEPARTMENT OF ENERGY  
OREGON - OFFICE OF RURAL HEALTH  
OREGON - OFFICIAL OREGON TOURISM WEB SITE  
OREGON - OREGON HOUSING AND COMMUNITY SERVICES  
OREGON - OREGON LOTTERY  
OREGON - OREGON YOUTH AUTHORITY  
OREGON - PUBLIC EMPLOYEES RETIREMENT SYSTEM  
OREGON - STATE JOBS PAGE  
OREGON - STATE LIBRARY  
OREGON - WATER RESOURCES DEPARTMENT  
OREGON - DEPARTMENT OF ENVIRONMENTAL QUALITY  
OREGON - DEPARTMENT OF COMMUNITY COLLEGES AND WORKFORCE  
DEVELOPMENT  
OREGON - DEPARTMENT OF STATE POLICE  
OREGON - BUREAU OF LABOR AND INDUSTRIES  
OREGON - PARKS AND RECREATION DEPARTMENT  
OREGON - DEPARTMENT OF STATE LANDS  
OREGON - ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT  
OREGON - OREGON FILM & VIDEO OFFICE  
OREGON - OFFICE OF HOMELAND SECURITY  
OREGON - INSURANCE POOL GOVERNING BOARD  
OREGON - OREGON ARTS COMMISSION  
OREGON - OREGON PROGRESS BOARD  
OREGON - OREGON STATE BOARD OF HIGHER EDUCATION  
OREGON - OREGON STATE COMMISSION ON CHILDREN AND FAMILIES  
OREGON - PUBLIC UTILITY COMMISSION  
OREGON - CONSTRUCTION CONTRACTORS BOARD  
OREGON - OREGON STATE SCHOLARSHIP COMMISSION  
OREGON - OREGON STUDENT ASSISTANCE COMMISSION

**School districts in South Carolina including but not limited to:**

ABBEVILLE 60, SC	BAMBERG 02, SC	CHESTER 01, SC
AIKEN 01, SC	BARNWELL 19, SC	CHESTERFIELD 01, SC
ALLENDALE 01, SC	BARNWELL 29, SC	CLAREDON 01, SC
ANDERSON 01, SC	BARNWELL 45, SC	CLAREDON 02, SC
ANDERSON 02, SC	BEAUFORT 01, SC	CLAREDON 03, SC
ANDERSON 03, SC	BERKLEY 01, SC	COLLETON 01, SC
ANDERSON 04, SC	CALHOUN 01, SC	DARLINGTON 01, SC
ANDERSON 05, SC	CHARLESTON 01, SC	DILLON 03, SC
BAMBERG 01, SC	CHEROKEE 01, SC	DILLON 04, SC

DORCHESTER 02, SC  
DORCHESTER 04, SC  
EDGEFILED 01, SC  
FAIRFIELD 01, SC  
FLORENCE 01, SC  
FLORENCE 02, SC  
FLORENCE 03, SC  
FLORENCE 04, SC  
FLORENCE 05, SC  
GEORGETOWN 01, SC  
GREENVILLE 01, SC  
GREENWOOD 50, SC  
GREENWOOD 51, SC  
GREENWOOD 52, SC  
HAMPTON 01, SC  
HAMPTON 02, SC  
HORRY 01, SC  
JASPER 01, SC

KERSHAW 01, SC  
LANCSTER 01, SC  
LAURENS 55, SC  
LAURENS 56, SC  
LEE 01, SC  
LEXINGTON 01, SC  
LEXINGTON 02, SC  
LEXINGTON 03, SC  
LEXINGTON 04, SC  
LEXINGTON/Richland 05, SC  
MARION 10, SC  
MARLBORO 01, SC  
MCCORMICK 01, SC  
NEWBERRY 01, SC  
OCONEE 01, SC  
ORANGEBURG 03, SC  
ORANGEBURG 04, SC  
ORANGEBURG 05, SC

PICKENS 01, SC  
RICHLAND 01, SC  
RICHLAND 02, SC  
SALUDA 01, SC  
SPARTANBURG 01, SC  
SPARTANBURG 02, SC  
SPARTANBURG 03, SC  
SPARTANBURG 04, SC  
SPARTANBURG 05, SC  
SPARTANBURG 06, SC  
SPARTANBURG 07, SC  
SUMTER 01, SC  
UNION 01, SC  
WILLIAMSBURG 01, SC  
YORK 01, SC  
YORK 02, SC  
YORK 03, SC  
YORK 04, SC

**Higher education institutions in South Carolina including but not limited to:**

UNIVERSITY CENTER OF GREENVILLE,  
SC  
AIKEN TECHNICAL COLLEGE, SC  
Central Carolina Technical College, SC  
THE CITADEL, SC  
CLEMSON UNIVERSITY, SC  
COASTAL CAROLINA UNIVERSITY, SC  
COLLEGE OF CHARLESTON, SC  
DENMARK TECHNICAL COLLEGE, SC  
FLORENCE-DARLINGTON TECHNICAL  
COLLEGE, SC  
FRANCIS MARION UNIVERSITY, SC  
GREENVILLE TECHNICAL COLLEGE, SC  
HORRY-GEORGETOWN TECHNICAL  
COLLEGE, SC  
LANDER UNIVERISTY, SC

UNIVERSITY OF SOUTH CAROLINA

- School of Law
- School of Medicine, Columbia
- School of Medicine, Greenville
- Aiken campus
- Beaufort campus
- Lancaster campus
- Salkehatchie campuses
- Sumter campus
- Union campuses

LOWCOUNTRY GRADUATE CENTER,  
SC  
MEDICAL UNIVERSITY OF SOUTH  
CAROLINA  
MINDLANDS TECHNICAL COLLEGE, SC  
NORTHEASTERN TECHNICAL COLLEGE,  
SC  
ORANGEBURG-CALHOUN TECHNICAL  
COLLEGE, SC  
PIEDMONT TECHNICAL COLLEGE, SC  
SOUTH CAROLINA STATE UNIVERSITY  
SPARTANBUG COMMUNITY COLLEGE,  
SC  
TECHNICAL COLLEGE OF THE  
LOWCOUNTRY, SC  
TRI-COUNTY TECHNICAL COLLEGE, SC  
TRIDENT TECHNICAL COLLEGE, SC



– Upstate campuses  
WILLIAMSON TECHNICAL COLLEGE, SC  
WINTROP University, SC  
YORK TECHNICAL COLLEGE, SC

**Cities, Towns, Villages, and Boroughs in Utah including but not limited to:**

CITY OF ALTAMONT	CITY OF ROY
CITY OF AMERICAN FORK	TOWN OF RUSH VALLEY
CITY OF HIGHLAND	CITY OF SANDY
CITY OF ALPINE	TOWN OF STOCKTON
TOWN OF EAGLE MOUNTAIN	CITY OF OPHIR
CITY OF FAIRFIELD	TOWN OF TABIONA
TOWN OF CEDAR FORT	CITY OF TOOELE
CITY OF CENTERVILLE	CITY OF SYRACUSE
CITY OF CLEARFIELD	CITY OF VERNAL
CITY OF SUNSET	CITY OF NAPLES
CITY OF WEST POINT	CITY OF VERNON
CITY OF CLINTON	TOWN OF WALLSBURG
CITY OF COALVILLE	CITY OF WENDOVER
CITY OF DRAPER	TOWN OF WOODRUFF
CITY OF DUCHESNE	CITY OF WEST BOUNTIFUL
CITY OF FARMINGTON	CITY OF WOODS CROSS
CITY OF GARDEN CITY	CITY OF WEST JORDAN
CITY OF GRANTSVILLE	CITY OF ALTA
CITY OF HEBER CITY	CITY OF SOUTH JORDAN
TOWN OF CHARLESTON	CITY OF HERRIMAN
CITY OF HENEFER	CITY OF SALT LAKE CITY
CITY OF KAMAS	CITY OF SOUTH SALT LAKE
TOWN OF FRANCIS	CITY OF HOLLADAY
CITY OF KAYSVILLE	CITY OF WEST VALLEY CITY
CITY OF FRUIT HEIGHTS CITY	CITY OF TAYLORSVILLE
TOWN OF LAKETOWN	BEAR RIVER CITY
CITY OF LAYTON	CITY OF BRIGHAM CITY
CITY OF LINDON	CITY OF PERRY
CITY OF LEHI	TOWN OF CLARKSTON
CITY OF SARATOGA SPRINGS	CITY OF CORINNE
CITY OF MANILA	CITY OF DEWEYVILLE
CITY OF COTTONWOOD HEIGHTS	TOWN OF FIELDING
CITY OF MIDVALE	CITY OF GARLAND
CITY OF MIDWAY	CITY OF HONEYVILLE
CITY OF MORGAN	CITY OF HOOPER
CITY OF MYTON	CITY OF HOWELL
CITY OF NORTH SALT LAKE	TOWN OF HUNTSVILLE
CITY OF OAKLEY	CITY OF HYDE PARK
CITY OF OREM	CITY OF HYRUM
CITY OF VINEYARD	CITY OF LEWISTON
CITY OF PARK CITY	CITY OF RIVER HEIGHTS
CITY OF PLEASANT GROVE	CITY OF NIBLEY
TOWN OF RANDOLPH	CITY OF LOGAN
CITY OF BLUFFDALE	TOWN OF MANTUA
CITY OF RIVERTON	CITY OF MENDON
CITY OF ROOSEVELT	CITY OF MILLVILLE
CITY OF BALLARD	TOWN OF NEWTON

TOWN OF PARADISE  
CITY OF PLYMOUTH  
CITY OF PROVIDENCE  
CITY OF RICHMOND  
SMITHFIELD CITY CORPORATION  
TOWN OF AMALGA  
TOWN OF SNOWVILLE  
CITY OF TREMONTON  
TOWN OF ELWOOD  
CITY OF TRENTON  
CITY OF WELLSVILLE  
CITY OF WILLARD  
CITY OF NORTH LOGAN  
CITY OF OGDEN  
CITY OF WEST HAVEN  
CITY OF SOUTH OGDEN  
CITY OF FARR WEST CITY  
CITY OF HARRISVILLE  
CITY OF PLAIN CITY  
CITY OF RIVERDALE  
CITY OF WASHINGTON TERRACE  
CITY OF SOUTH WEBER  
CITY OF UINTAH  
CITY OF PLEASANT VIEW CITY  
CITY OF NORTH OGDEN  
CITY OF PRICE  
CITY OF BLANDING  
CITY OF CASTLE DALE  
TOWN OF CLAWSON  
CLEVELAND TOWN HALL  
CITY OF EAST CARBON  
CITY OF ELMO  
TOWN OF EMERY  
CITY OF FERRON  
CITY OF GREEN RIVER  
CITY OF HELPER  
CITY OF SCOFIELD  
CITY OF HUNTINGTON  
CITY OF MOAB  
TOWN OF CASTLE VALLEY  
CITY OF MONTICELLO  
CITY OF ORANGEVILLE  
CITY OF SUNNYSIDE  
CITY OF WELLINGTON  
CITY OF PROVO  
CITY OF AURORA  
CITY OF CENTERFIELD  
CITY OF DELTA  
CITY OF EPHRAIM  
CITY OF EUREKA  
CITY OF FAIRVIEW  
CITY OF FILLMORE  
CITY OF FOUNTAIN GREEN

TOWN OF GOSHEN  
CITY OF GUNNISON  
TOWN OF HINCKLEY  
TOWN OF HOLDEN  
CITY OF KANOSH  
CITY OF LEAMINGTON  
CITY OF LEVAN  
CITY OF LYNNDYL  
CITY OF MANTI  
TOWN OF MAYFIELD  
TOWN OF MEADOW  
CITY OF MONA  
TOWN OF ROCKY RIDGE  
CITY OF MORONI  
CITY OF MOUNT PLEASANT  
CITY OF NEPHI  
CITY OF OAK CITY  
CITY OF PAYSON  
CITY OF ELK RIDGE  
TOWN OF REDMOND  
CITY OF SALEM  
CITY OF WOODLAND HILLS  
CITY OF SALINA  
CITY OF SANTAQUIN  
TOWN OF GENOLA CITY HALL  
TOWN OF SIGURD  
CITY OF SPANISH FORK  
CITY OF SPRING CITY  
CITY OF SPRINGVILLE  
CITY OF STERLING  
TOWN OF WALES  
CITY OF RICHFIELD  
TOWN OF ALTON  
TOWN OF ANNABELLA  
CITY OF ANTIMONY  
CITY OF BEAVER  
TOWN OF BICKNELL  
TOWN OF BOULDER  
TOWN OF CANNONVILLE  
TOWN OF BRIAN HEAD  
CITY OF CEDAR CITY  
CITY OF ENOCH  
CITY OF CIRCLEVILLE  
TOWN OF ELSINORE  
CITY OF ENTERPRISE  
CITY OF ESCALANTE  
TOWN OF GLENDALE  
TOWN OF GLENWOOD  
TOWN OF HANKSVILLE  
TOWN OF HATCH  
CITY OF HENRIEVILLE  
TOWN OF APPLE VALLEY  
CITY OF HURRICANE

CITY OF IVINS  
TOWN OF JOSEPH  
TOWN OF JUNCTION  
TOWN OF BIG WATER  
CITY OF KANAB  
TOWN OF KANARRAVILLE  
TOWN OF KOOSHAREM  
CITY OF LA VERKIN  
TOWN OF LEEDS  
TOWN OF LOA  
CITY OF LYMAN  
CITY OF MARYSVALE  
CITY OF MILFORD  
TOWN OF MINERSVILLE  
TOWN OF CENTRAL VALLEY  
CITY OF MONROE

**Counties in Utah including but not limited to:**

SUMMIT COUNTY  
DUCHESNE COUNTY  
DAVIS COUNTY  
WASATCH COUNTY  
DAGGETT COUNTY  
MORGAN COUNTY  
RICH COUNTY  
TOOELE COUNTY  
UINTAH COUNTY  
SALT LAKE COUNTY  
BOX ELDER COUNTY  
CACHE COUNTY  
WEBER COUNTY  
CARBON COUNTY  
EMERY COUNTY

**K-12 in Utah including but not limited to:**

BEAVER CO SCHOOL DISTRICT  
BOX ELDER CO SCHOOL DISTRICT  
CACHE CO SCHOOL DISTRICT  
LOGAN CITY SCHOOL DISTRICT  
CARBON CO SCHOOL DISTRICT  
DAGGETT SCHOOL DISTRICT  
DAVIS SCHOOL DISTRICT  
DUCHESNE CO SCHOOL DISTRICT  
EMERY CO SCHOOL DISTRICT  
GARFIELD CO SCHOOL DISTRICT  
GRAND CO SCHOOL DISTRICT  
IRON CO SCHOOL DISTRICT  
JUAB SCHOOL DISTRICT  
TINTIC SCHOOL DISTRICT  
KANE CO SCHOOL DISTRICT  
MILLARD SCHOOL DISTRICT  
MORGAN CO SCHOOL DISTRICT  
PIUTE CO SCHOOL DISTRICT  
RICH CO SCHOOL DISTRICT  
GRANITE SCHOOL DISTRICT

TOWN OF NEW HARMONY  
CITY OF ORDERVILLE  
CITY OF PANGUITCH  
TOWN OF PARAGONAH  
CITY OF PAROWAN  
TOWN OF ROCKVILLE  
CITY OF SANTA CLARA  
TOWN OF SPRINGDALE  
CITY OF SAINT GEORGE  
CITY OF TOQUERVILLE  
TOWN OF TORREY  
TOWN OF TROPIC  
TOWN OF VIRGIN  
CITY OF WASHINGTON  
CITY OF HILDALE

GRAND COUNTY  
SAN JUAN COUNTY  
UTAH COUNTY  
MILLARD COUNTY  
SANPETE COUNTY  
JUAB COUNTY  
SEVIER COUNTY  
BEAVER COUNTY  
PIUTE COUNTY  
KANE COUNTY  
WAYNE COUNTY  
GARFIELD COUNTY  
IRON COUNTY  
WASHINGTON COUNTY

JORDAN SCHOOL DISTRICT  
MURRAY CITY SCHOOL DISTRICT  
SALT LAKE CITY SCHOOL DISTRICT  
SAN JUAN SCHOOL DISTRICT  
NORTH SANPETE SCHOOL DISTRICT  
SOUTH SANPETE SCHOOL DISTRICT  
SEVIER SCHOOL DISTRICT  
NORTH SUMMIT SCHOOL DISTRICT  
PARK CITY SCHOOL DISTRICT  
SOUTH SUMMIT SCHOOL DISTRICT  
TOOELE CO SCHOOL DISTRICT  
UINTAH SCHOOL DISTRICT  
ALPINE SCHOOL DISTRICT  
NEBO SCHOOL DISTRICT  
PROVO CITY SCHOOL DISTRICT  
WASATCH CO SCHOOL DISTRICT  
WASHINGTON CO SCHOOL DISTRICT  
WAYNE CO SCHOOL DISTRICT  
OGDEN CITY SCHOOL DISTRICT  
WEBER SCHOOL DISTRICT

CANYONS SCHOOL DISTRICT

**Higher Education in Utah including but not limited to:**

BRIDGERLAND APPLIED TECH CLG	VISTA COLLEGE-ONLINE
BRIDGERLAND APPLIED TECH CLG	DAVIS APPLIED TECHNOLOGY CLG
MYOTHERAPY COLLEGE OF UTAH	UINTAH BASIN APPLIED TECH CLG
UNIV OF UTAH LAW SCHOOL	UTAH CLG OF MASSAGE THER-SALT
UNIV OF UTAH MEDICAL SCHOOL	BON LOSEE ACADEMY
BRIDGERLAND APPLIED TECH CLG	CLG OF EASTERN UTAH-SAN JUAN
ODGEN-WEBER APPLIED TECH CLG	HEALING MOUNTAIN MASSAGE SCH
UTAH STATE UNIVERSITY	UTAH CLG OF MASSAGE THER-SL
COLLEGE OF EASTERN UTAH	OGDEN INSTITUTE MASSAGE THER
SOUTHERN UTAH UNIVERSITY	EAGLE GATE CLG-SALT LAKE
LDS BUSINESS CLG	TOOELE APPLIED TECH CLG
UNIVERSITY OF UTAH	APPLIED TECH CLG-WEST VALLEY
WESTMINSTER COLLEGE	STEVENS HENAGER CLG-MURRAY
UTAH VALLEY UNIVERSITY	SNOW COLLEGE-RICHFIELD
SNOW COLLEGE-EPHRAIM	NEUMONT UNIVERSITY
BRIGHAM YOUNG UNIV-PROVO	MCKAY DEE HOSPITAL CENTER
DIXIE STATE COLLEGE OF UTAH	ORTHO SPECIALTY HOSPITAL
STEVENS HENAGER CLG-PROVO	SHRINERS HOSPITAL
WEBER STATE UNIVERSITY	ST MARKS FAMILY PRACTICE
STEVENS HENAGER CLG-OGDEN	UTAH VALLEY HOSPITAL
SALT LAKE CMTY CLG-REDWOOD	ST MARKS HOSPITAL
UNIV OF PHOENIX-MURRAY	VETERANS ADMIN MED CENTER
UNIV OF PHOENIX-PLEA GROVE	LDS HOSPITAL
BYU CLARK SCHOOL OF LAW	UNIV UTAH HOSPITAL
SALT LAKE CMTY CLG-SOUTH CITY	BROADVIEW UNIV-LAYTON
UTAH SYSTEM OF HIGHER ED	LOGAN INSTITUTE OF RELIGION
EVEREST CLG-SALT LAKE	WESTERN GOVERNORS UNIV-UTAH
PROVO COLLEGE-PROVO	FORTIS COLLEGE-SALT LAKE CITY
ITT TECHNICAL INST-MURRAY	SOUTHWEST APPLIED TECH CLG
GEORGE WYTHE COLLEGE	STEVENS HENAGER CLG-LAYTON
SALT LAKE CMTY CLG-JORDAN	ROCKY MT UNIV OF HLTH PROF
SALT LAKE CMTY CLG-MILLER	UTAH STATE UNIV-TOOELE
AMERITECH COLLEGE-PROVO	BROADVIEW UNIV-OREM
AMERITECH COLLEGE-DRAPER	BROADVIEW UNIV-SALT LAKE CITY
BROADVIEW UNIV-WEST JORDAN	ROSEMAN UNIV OF HLTH SCI-UTAH

**State Agencies in Utah including but not limited to:**

UTAH - GOVERNOR  
UTAH - STATE AUDITOR  
UTAH - STATE TREASURER  
UTAH - ATTORNEY GENERAL  
UTAH - LT. GOVERNOR  
UTAH - LEGISLATURE  
UTAH - OFFICE OF THE LEGISLATIVE FISCAL ANALYST  
UTAH - STATE COURT SYSTEM  
UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES  
UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES: DIVISION OF ADMINISTRATIVE RULES  
UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES: DIVISION OF INFORMATION TECHNOLOGY SERVICES  
UTAH - DEPARTMENT OF AGRICULTURE AND FOOD  
UTAH - DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

UTAH - DEPARTMENT OF COMMERCE  
UTAH - DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT  
UTAH - DEPARTMENT OF CORRECTIONS  
UTAH - DEPARTMENT OF ENVIRONMENTAL QUALITY  
UTAH - DEPARTMENT OF GENERAL SERVICES  
UTAH - DEPARTMENT OF HEALTH  
UTAH - DEPARTMENT OF HUMAN RESOURCE MANAGEMENT  
UTAH - DEPARTMENT OF HUMAN SERVICES  
UTAH - DEPARTMENT OF INSURANCE  
UTAH - DEPARTMENT OF NATURAL RESOURCES  
UTAH - DEPARTMENT OF PUBLIC SAFETY  
UTAH - DEPARTMENT OF TRANSPORTATION  
UTAH - DEPARTMENT OF WORKFORCE SERVICES  
UTAH - DIVISION OF FINANCE  
UTAH - OFFICE OF EDUCATION  
UTAH - STATE ARCHIVES  
UTAH - STATE LIBRARY DIVISION  
UTAH - UTAH EDUCATION NETWORK  
UTAH - UTAH GEOLOGICAL SURVEY  
UTAH - OFFICE OF REHABILITATION  
UTAH - TOURISM - UTAH.COM  
UTAH - CHIEF INFORMATION OFFICER  
UTAH - DEPARTMENT OF FINANCIAL INSTITUTIONS  
UTAH - UTAH FILM COMMISSION  
UTAH - STATE PARKS AND RECREATION  
UTAH - DIVISION OF EMERGENCY SERVICES & HOMELAND SECURITY  
UTAH - OFFICE OF RURAL DEVELOPMENT  
UTAH - LABOR COMMISSION  
UTAH - UTAH ARTS COUNCIL  
UTAH - UTAH COMMISSION ON CRIMINAL AND JUVENILE JUSTICE  
UTAH - UTAH COMMISSION ON VOLUNTEERS  
UTAH - UTAH STATE TAX COMMISSION  
UTAH - BOARD OF REGENTS  
UTAH - PUBLIC SERVICE COMMISSION  
UTAH - BOARD OF PARDONS AND PAROLE  
UTAH - BEAR RIVER ASSOCIATION OF GOVERNMENTS  
UTAH - WASATCH FRONT REGIONAL COUNCIL  
UTAH - MOUNTAINLAND ASSOCIATION OF GOVERNMENTS

**Cities, Towns, Villages, and Boroughs in Washington including but not limited to:**

AUBURN CITY HALL	ENUMCLAW CITY HALL
CITY OF ALGONA	CITY OF ISSAQUAH
TOWN OF HUNTS POINT	KENMORE CITY HALL
YARROW POINT CITY HALL	CITY OF KENT
CITY OF CLYDE HILL	KIRKLAND CITY HALL
TOWN OF BEAUX ARTS VILLAGE	BRIER CITY HALL
BELLEVUE CITY HALL	MAPLE VALLEY CITY HALL
BLACK DIAMOND CITY HALL	CITY OF MEDINA
BOTHELL CITY HALL	MERCER ISLAND CITY HALL
MILL CREEK CITY HALL	COVINGTON CITY HALL
CITY OF CARNATION	MOUNTLAKE TERRACE CITY HALL
CITY OF DUVALL	NORTH BEND CITY HALL
EDMONDS CITY HALL	LYNNWOOD CITY HALL
WOODWAY CITY HALL	CITY OF PACIFIC



CITY OF NEWCASTLE  
RENTON CITY HALL  
SNOQUALMIE CITY HALL  
CITY OF WOODINVILLE  
CITY OF REDMOND  
SAMMAMISH CITY HALL  
BAINBRIDGE ISLAND CITY HALL  
SEATTLE CITY HALL  
SHORELINE CITY HALL  
LAKE FOREST PARK CITY HALL  
BURIEN CITY HALL  
CITY OF NORMANDY PARK  
TUKWILA CITY HALL  
CITY OF SEATAC  
CITY OF DES MOINES  
CITY OF EVERETT  
ANACORTES CITY HALL  
ARLINGTON CITY HALL  
BELLINGHAM CITY HALL  
BLAINE CITY HALL  
BURLINGTON CITY HALL  
CONCRETE TOWN HALL  
COUPEVILLE CITY HALL  
DARRINGTON CITY HALL  
EVERSON CITY HALL  
FERNDALE CITY HALL  
FRIDAY HARBOR CITY HALL  
GOLD BAR CITY HALL  
GRANITE FALLS CITY HALL  
HAMILTON CITY HALL  
TOWN OF INDEX  
LA CONNER CITY HALL  
CITY OF LAKE STEVENS  
LANGLEY CITY HALL  
TOWN OF LYMAN  
LYNDEN CITY HALL  
MARYSVILLE CITY HALL  
MONROE CITY HALL  
MOUNT VERNON CITY HALL  
MUKILTEO CITY HALL  
NOOKSACK CITY HALL  
OAK HARBOR CITY HALL  
SEDRO WOOLLEY CITY HALL  
SKYKOMISH CITY HALL  
SNOHOMISH CITY HALL  
STANWOOD CITY HALL  
SULTAN CITY HALL  
SUMAS CITY HALL  
BUCKLEY CITY HALL  
CARBONADO TOWN HALL  
DUPONT CITY HALL  
EATONVILLE TOWN HALL  
FORKS CITY HALL

GIG HARBOR CITY HALL  
CITY OF BREMERTON  
MILTON CITY HALL  
MORTON CITY HALL  
ORTING CITY HALL  
PORT ANGELES CITY HALL  
PORT ORCHARD CITY HALL  
PORT TOWNSEND CITY HALL  
POULSBO CITY HALL  
PUYALLUP CITY HALL  
EDGEWOOD CITY HALL  
SEQUIM CITY HALL  
TOWN OF SOUTH PRAIRIE  
STEILACOOM CITY HALL  
SUMNER CITY HALL  
BONNEY LAKE CITY HALL  
WILKESON TOWN HALL  
TACOMA CITY HALL  
RUSTON TOWN HALL  
FIFE CITY HALL  
CITY OF UNIVERSITY PLACE  
FIRCREST CITY HALL  
LAKEWOOD CITY HALL  
TUMWATER CITY HALL  
CITY OF LACEY  
OLYMPIA CITY HALL  
ABERDEEN CITY HALL  
TOWN OF BUCODA  
CITY OF CENTRALIA  
CITY OF CHEHALIS  
COSMOPOLIS CITY HALL  
CITY OF ELMA CITY HALL  
CITY OF HOQUIAM  
MCCLEARY CITY HALL  
MONTESANO CITY HALL  
MOSSYROCK CITY HALL  
CITY OF NAPA VINE  
OAKVILLE CITY HALL  
OCEAN SHORES CITY HALL  
PE ELL TOWN HALL  
RAINIER CITY HALL  
RAYMOND CITY HALL  
ROY CITY HALL  
CITY OF SHELTON  
SOUTH BEND CITY HALL  
TENINO CITY HALL  
TOLEDO CITY HALL  
CITY OF VADER  
CITY OF WESTPORT  
WINLOCK CITY HALL  
YELM CITY HALL  
BATTLE GROUND CITY HALL  
CITY OF BINGEN

CAMAS CITY HALL  
CASTLE ROCK CITY HALL  
CATHLAMET CITY HALL  
CITY OF GOLDENDALE  
ILWACO CITY HALL  
KALAMA CITY HALL  
KELSO CITY HALL  
LA CENTER CITY HALL  
LONG BEACH CITY HALL  
LONGVIEW CITY HALL  
NORTH BONNEVILLE CITY HALL  
RIDGEFIELD CITY HALL  
CITY OF STEVENSON  
VANCOUVER CITY HALL  
WASHOUGAL CITY HALL  
WHITE SALMON CITY HALL  
WOODLAND CITY HALL  
YACOLT CITY HALL  
EAST WENATCHEE CITY HALL  
WENATCHEE CITY HALL  
BREWSTER CITY HALL  
BRIDGEPORT CITY HALL  
CASHMERE CITY HALL  
CHELAN CITY HALL  
CONCONULLY CITY HALL  
CITY OF ENTIAT  
CITY OF EPHRATA  
GEORGE CITY HALL  
LEAVENWORTH CITY HALL  
TOWN OF MANSFIELD  
KRUPP CITY HALL  
MOSES LAKE CITY HALL  
OKANOGAN CITY HALL  
OMAK CITY HALL  
OROVILLE CITY HALL  
PATEROS CITY HALL  
QUINCY CITY HALL  
RIVERSIDE CITY HALL  
TOWN OF ROCK ISLAND  
SOAP LAKE CITY HALL  
TONASKET CITY HALL  
TWISP CITY HALL  
WARDEN CITY HALL  
WATERVILLE CITY HALL  
TOWN OF WILSON CREEK  
WINTHROP CITY HALL  
YAKIMA CITY HALL  
UNION GAP CITY HALL  
CLE ELUM CITY HALL  
ELLENSBURG CITY HALL  
GRANDVIEW CITY HALL  
GRANGER CITY HALL  
HARRAH CITY HALL

KITTITAS CITY HALL  
CITY OF MABTON  
MOXEE CITY HALL  
TOWN OF NACHES  
ROSLYN CITY HALL  
CITY OF SELAH  
SOUTH CLE ELUM TOWN HALL  
SUNNYSIDE CITY HALL  
TIETON CITY HALL  
CITY OF TOPPENISH  
WAPATO CITY HALL  
ZILLAH CITY HALL  
AIRWAY HEIGHTS CITY HALL  
CITY OF CHENEY  
DEER PARK CITY HALL  
TOWN OF FAIRFIELD  
LAMONT CITY HALL  
LATAH CITY HALL  
LIBERTY LAKE CITY HALL  
MEDICAL LAKE CITY HALL  
REARDAN CITY HALL  
ROCKFORD CITY HALL  
TOWN OF SPANGLE  
SPRAGUE CITY HALL  
TEKOA CITY HALL  
TOWN OF WAVERLY  
TOWN OF ALBION  
ALMIRA TOWN HALL  
CHEWELAH CITY HALL  
COLFAX CITY HALL  
COLTON TOWN HALL  
COLVILLE CITY HALL  
COULEE CITY CITY HALL  
COULEE DAM CITY HALL  
TOWN OF CRESTON  
CUSICK CITY HALL  
DAVENPORT CITY HALL  
TOWN OF ELECTRIC CITY  
ELMER CITY TOWN HALL  
ENDICOTT TOWN HALL  
FARMINGTON CITY HALL  
GARFIELD CITY HALL  
GRAND COULEE CITY HALL  
CITY OF HARRINGTON  
HARTLINE CITY HALL  
IONE TOWN HALL  
CITY OF KETTLE FALLS  
LACROSSE CITY HALL  
TOWN OF MALDEN  
MARCUS CITY HALL  
METALINE CITY HALL  
METALINE FALLS CITY HALL  
NESPELEM TOWN HALL

NEWPORT CITY HALL  
NORTHPORT CITY HALL  
OAKESDALE CITY HALL  
ODESSA CITY HALL  
PALOUSE CITY HALL  
PULLMAN CITY HALL  
CITY OF REPUBLIC  
RITZVILLE CITY HALL  
ROSALIA CITY HALL  
ST JOHN CITY HALL  
SPRINGDALE TOWN HALL  
UNIONTOWN CITY HALL  
TOWN OF WILBUR CITY HALL  
SPOKANE CITY HALL  
MILLWOOD TOWN HALL  
SPOKANE VALLEY CITY HALL  
PASCO CITY HALL  
BENTON CITY CITY HALL  
CITY OF COLLEGE PLACE  
CONNELL CITY HALL

DAYTON CITY HALL  
KAHLOTUS CITY HALL  
KENNEWICK CITY HALL  
TOWN OF LIND  
MESA CITY HALL  
OTHELLO CITY HALL  
HATTON CITY HALL  
POMEROY CITY HALL  
CITY OF PRESCOTT  
TOWN OF MATTAWA CITY HALL  
CITY OF PROSSER  
RICHLAND CITY HALL  
CITY OF WEST RICHLAND  
ROYAL CITY CITY HALL  
STARBUCK CITY HALL  
WAITSBURG CITY HALL  
WALLA WALLA CITY HALL  
WASHTUCNA TOWN HALL  
ASOTIN CITY HALL  
CLARKSTON CITY HALL

**Counties in Washington including but not limited to:**

KING COUNTY  
SNOHOMISH COUNTY  
WHATCOM COUNTY  
ISLAND COUNTY  
SAN JUAN COUNTY  
SKAGIT COUNTY  
CLALLAM COUNTY  
KITSAP COUNTY  
JEFFERSON COUNTY  
PIERCE COUNTY  
THURSTON COUNTY  
LEWIS COUNTY  
GRAYS HARBOR COUNTY  
MASON COUNTY  
PACIFIC COUNTY  
WAHKIAKUM COUNTY  
KLICKITAT COUNTY  
COWLITZ COUNTY  
SKAMANIA COUNTY

CLARK COUNTY  
CHELAN COUNTY  
GRANT COUNTY  
OKANOGAN COUNTY  
DOUGLAS COUNTY  
YAKIMA COUNTY  
KITITITAS COUNTY  
WHITMAN COUNTY  
STEVENS COUNTY  
LINCOLN COUNTY  
PEND OREILLE COUNTY  
FERRY COUNTY  
ADAMS COUNTY  
SPOKANE COUNTY  
FRANKLIN COUNTY  
COLUMBIA COUNTY  
GARFIELD COUNTY  
BENTON COUNTY  
WALLA WALLA COUNTY

**K-12 in Washington including but not limited to:**

BENGE SCHOOL DISTRICT 122  
LIND SCHOOL DISTRICT 158  
OTHELLO SCHOOL DISTRICT 147  
RITZVILLE SCHOOL DISTRICT 160  
WASHTUCNA SCHOOL DIST 109-43  
ASOTIN-ANATONE SCH DIST 420  
CLARKSTON SCH DIST J-250-185  
FINLEY SCHOOL DISTRICT 53  
KENNEWICK SCHOOL DISTRICT 17  
KIONA-BENTON CITY SCH DIST 52  
PATERSON SCHOOL DISTRICT 50  
PROSSER SCHOOL DISTRICT 116

RICHLAND SCHOOL DISTRICT 400  
CASHMERE SCHOOL DIST 222  
ENTIAT SCHOOL DISTRICT 127  
LAKE CHELAN SCHOOL DIST 129  
CASCADE SCHOOL DIST 228  
MANSON SCHOOL DISTRICT 19  
WENATCHEE SCHOOL DISTRICT 246  
CAPE FLATTERY SCH DIST 401  
CRESCENT SCHOOL DISTRICT 313  
PORT ANGELES SCHOOL DIST 121  
QUILLAYUTE VALLEY SCH DIST 402  
SEQUIM SCHOOL DISTRICT 323

BATTLE GROUND SCHOOL DIST 119  
CAMAS SCHOOL DISTRICT 117  
EVERGREEN SCHOOL DISTRICT 114  
GREEN MOUNTAIN SCHOOL DIST 103  
HOCKINSON SCHOOL DISTRICT 98  
LA CENTER SCHOOL DISTRICT 101  
RIDGEFIELD SCHOOL DISTRICT 122  
VANCOUVER SCHOOL DISTRICT 37  
WASHOUGAL SCHOOL DIST 112-6  
DAYTON SCHOOL DISTRICT 2  
STARBUCK SCHOOL DISTRICT 35  
CASTLE ROCK SCH DISTRICT 401  
KALAMA SCHOOL DISTRICT 402  
KELSO SCHOOL DISTRICT 458  
LONGVIEW SCHOOL DIST 122  
TOUTLE LAKE SCHOOL DIST 130  
WOODLAND SCHOOL DISTRICT 404  
BRIDGEPORT SCHOOL DISTRICT 75  
EASTMONT SCHOOL DISTRICT 206  
MANSFIELD SCHOOL DISTRICT 207  
ORONDO SCHOOL DISTRICT 13  
WATERVILLE SCHOOL DISTRICT 209  
CURLEW SCHOOL DISTRICT 50  
INCHELIUM SCHOOL DISTRICT 70  
ORIENT SCHOOL DISTRICT 65  
REPUBLIC SCHOOL DISTRICT 309  
KAHLOTUS SCHOOL DISTRICT 56  
NORTH FRANKLIN SD J-51-162  
PASCO SCHOOL DISTRICT 1  
POMEROY SCHOOL DISTRICT 110  
COULEE-HARTLINE SCH DIST 151  
EPHRATA SCHOOL DISTRICT 165  
GRAND COULEE DAM SD 301-J  
MOSES LAKE SCHOOL DISTRICT 161  
QUINCY SCHOOL DISTRICT 144-101  
ROYAL SCHOOL DISTRICT 160  
SOAP LAKE SCHOOL DISTRICT 156  
WAHLUKE SCHOOL DISTRICT 73  
WARDEN SCHOOL DISTRICT 146-161  
WILSON CREEK SCH DIST 167-202  
ABERDEEN SCHOOL DISTRICT 5  
COSMOPOLIS SCHOOL DISTRICT 99  
ELMA SCHOOL DISTRICT 68  
HOQUIAM SCHOOL DISTRICT 28  
MCCLEARY ELEM SCHOOL DIST 65  
MONTESANO SCHOOL DISTRICT 66  
NORTH BEACH SCHOOL DIST 64  
OAKVILLE SCHOOL DISTRICT 400  
OCOSTA SCHOOL DISTRICT 172  
LAKE QUINAULT SCHOOL DIST 97  
SATSOP SCHOOL DISTRICT 104  
TAHOLAH SCHOOL DISTRICT 77  
WISHKAH VALLEY SCHOOL DIST 117

COUPEVILLE SCHOOL DISTRICT 204  
OAK HARBOR SCHOOL DISTRICT 201  
SOUTH WHIDBEY SCHOOL DIST 206  
BRINNON SCHOOL DISTRICT 46  
CHIMACUM SCHOOL DISTRICT 49  
PORT TOWNSEND SCHOOL DIST 50  
QUEETS-CLEARWATER SCH DIST 20  
QUILCENE SCHOOL DISTRICT 48  
AUBURN SCHOOL DISTRICT 408  
BELLEVUE SCHOOL DIST 405  
ENUMCLAW SCHOOL DISTRICT 216  
FEDERAL WAY SCHOOL DIST 210  
HIGHLINE SCHOOL DISTRICT 401  
ISSAQUAH SCHOOL DISTRICT 411  
KENT SCHOOL DIST 415  
LAKE WASHINGTON SCH DIST 414  
RIVERVIEW SCHOOL DISTRICT 407  
MERCER ISLAND SCHOOL DIST 400  
NORTHSHORE SCHOOL DISTRICT 417  
RENTON SCHOOL DISTRICT 403  
SEATTLE SCHOOL DISTRICT 1  
SHORELINE SCHOOL DISTRICT 412  
SKYKOMISH SCHOOL DISTRICT 404  
SNOQUALMIE VALLEY SCH DIST 410  
TUKWILA SCHOOL DISTRICT 406  
TAHOMA SCHOOL DISTRICT 409  
VASHON ISLAND SCHOOL DIST 402  
BAINBRIDGE ISLAND SCH DIST 303  
BREMERTON SCHOOL DIST 100-C  
CENTRAL KITSAP SCHOOL DIST 401  
NORTH KITSAP SCHOOL DIST 400  
SOUTH KITSAP SCHOOL DIST 402  
CLE ELUM-ROSLYN SCH DIST 404  
EASTON SCHOOL DISTRICT 28  
ELLENSBURG SCHOOL DISTRICT 401  
KITITAS SCHOOL DISTRICT 403  
THORP SCHOOL DISTRICT 400  
BICKLETON SCHOOL DISTRICT 203  
CENTERVILLE SCHOOL DIST 215  
GLENWOOD SCHOOL DISTRICT 401  
GOLDENDALE SCHOOL DISTRICT 404  
KLICKITAT SCHOOL DISTRICT 402  
LYLE SCHOOL DISTRICT 406  
ROOSEVELT SCHOOL DISTRICT 403  
TROUT LAKE SCHOOL DIST R-400  
WHITE SALMON VLY SD 405-17  
WISHRAM SCHOOL DISTRICT 94  
ADNA SCHOOL DISTRICT 226  
BOISTFORT SCHOOL DISTRICT 234  
CENTRALIA SCHOOL DISTRICT 401  
CHEHALIS SCHOOL DISTRICT 302  
MORTON SCHOOL DISTRICT 214  
MOSSYROCK SCHOOL DISTRICT 206

NAPAVINE SCHOOL DISTRICT 14  
ONALASKA SCHOOL DISTRICT 300  
PE ELL SCHOOL DISTRICT 301  
TOLEDO SCHOOL DISTRICT 237  
WHITE PASS SCHOOL DISTRICT 303  
WINLOCK SCHOOL DISTRICT 232  
ALMIRA SCHOOL DISTRICT 17  
CRESTON SCHOOL DISTRICT 73  
DAVENPORT SCHOOL DISTRICT 207  
HARRINGTON SCHOOL DISTRICT 204  
ODESSA SCH DIST 105-157-166-J  
REARDAN-EDWALL SCHOOL DIST 9  
SPRAGUE SCHOOL DISTRICT 8  
WILBUR SCHOOL DISTRICT 200  
GRAPEVIEW SCHOOL DISTRICT 54  
HOOD CANAL SCHOOL DISTRICT 404  
MARY M KNIGHT SCHOOL DIST 311  
NORTH MASON SCHOOL DIST 403  
PIONEER SCHOOL DISTRICT 402  
SHELTON SCHOOL DISTRICT 309  
SOUTHSIDE SCHOOL DISTRICT 42  
BREWSTER SCHOOL DISTRICT 111  
NESPELEM SCHOOL DISTRICT 14  
OKANOGAN SCHOOL DISTRICT 105  
OMAK SCHOOL DISTRICT 19  
OROVILLE SCHOOL DISTRICT 410  
PATEROS SCHOOL DISTRICT 122  
TONASKET SCHOOL DISTRICT 404  
METHOW VALLEY SCHOOL DIST 350  
NASELLE-GRAYS RIVER VLY SD 155  
NORTH RIVER SCHOOL DIST 200  
OCEAN BEACH SCH DIST 101  
RAYMOND SCHOOL DISTRICT 116  
SOUTH BEND SCHOOL DISTRICT 118  
WILLAPA VALLEY SCHOOL DIST 160  
CUSICK SCHOOL DISTRICT 59  
NEWPORT SCHOOL DISTRICT 56-415  
SELKIRK SCHOOL DISTRICT 70  
STEILACOOM HISTORICAL SD 1  
BETHEL SCHOOL DISTRICT 403  
CARBONADO HISTORIC SCH DIST 19  
CLOVER PARK SCHOOL DIST  
DIERINGER SCHOOL DISTRICT 343  
EATONVILLE SCHOOL DISTRICT 404  
FIFE SCHOOL DISTRICT 417  
FRANKLIN PIERCE SCH DIST 402  
ORTING SCHOOL DISTRICT 344  
PENINSULA SCHOOL DISTRICT 401  
PUYALLUP SCHOOL DISTRICT 3  
SUMNER SCHOOL DISTRICT 320  
TACOMA SCHOOL DISTRICT 10  
UNIVERSITY PLACE SCH DIST 83  
WHITE RIVER SCHOOL DIST 416

LOPEZ ISLAND SCHOOL DIST 144  
ORCAS ISLAND SCHOOL DIST 137  
SAN JUAN ISLAND SCH DIST 149  
ANACORTES SCHOOL DISTRICT 103  
BURLINGTON-EDISON SCH DIST 100  
CONCRETE SCHOOL DISTRICT 11  
CONWAY SCHOOL DISTRICT 317  
LA CONNER SCHOOL DISTRICT 311  
MT VERNON SCHOOL DISTRICT 320  
SEDRO WOOLLEY SCHOOL DIST 101  
MILL A SCHOOL DISTRICT 31  
MT PLEASANT SCHOOL DIST 29-93  
SKAMANIA SCHOOL DISTRICT 2  
STEVENSON CARSON SCH DIST 303  
ARLINGTON SCHOOL DISTRICT 16  
DARRINGTON SCHOOL DISTRICT 330  
EDMONDS SCHOOL DISTRICT 15  
EVERETT SCHOOL DISTRICT 2  
GRANITE FALLS SCHOOL DIST 332  
LAKE STEVENS SCHOOL DISTRICT 4  
LAKEWOOD SCHOOL DISTRICT 306  
MARYSVILLE SCHOOL DISTRICT 25  
MONROE SCHOOL DISTRICT 103  
MUKILTEO SCHOOL DISTRICT 6  
SNOHOMISH SCHOOL DISTRICT 201  
STANWOOD-CAMANO SCH DIST 401  
SULTAN SCHOOL DISTRICT 311  
CENTRAL VALLEY SCH DIST 356  
CHENEY SCHOOL DISTRICT 360  
DEER PARK SCHOOL DISTRICT 414  
EAST VALLEY SCHOOL DIST 361  
FREEMAN SCHOOL DISTRICT 358  
GREAT NORTHERN SCHOOL DIST 312  
LIBERTY SCHOOL DISTRICT 362  
MEAD SCHOOL DISTRICT 354  
MEDICAL LAKE SCHOOL DIST 326  
NINE MILE FALLS SD 325-179  
ORCHARD PRAIRIE SCH DIST 123  
RIVERSIDE SCHOOL DISTRICT 416  
SPOKANE SCHOOL DISTRICT 81  
WEST VALLEY SCHOOL DIST 363  
CHEWELAH SCHOOL DISTRICT 36  
COLUMBIA SCHOOL DISTRICT 206  
COLVILLE SCHOOL DISTRICT 115  
KETTLE FALLS SCHOOL DIST 212  
LOON LAKE SCHOOL DISTRICT 183  
MARY WALKER SCHOOL DIST 207  
NORTHPORT SCHOOL DISTRICT 211  
VALLEY SCHOOL DISTRICT 70  
WELLPINIT SCHOOL DISTRICT 49  
GRIFFIN SCHOOL DISTRICT 324  
NORTH THURSTON SCHOOL DIST 3  
OLYMPIA SCHOOL DISTRICT 111



RAINIER SCHOOL DISTRICT 307  
ROCHESTER SCHOOL DISTRICT 401  
TENINO SCHOOL DISTRICT 402  
TUMWATER SCHOOL DISTRICT 33  
YELM CMTY SCHOOL DISTRICT 2  
WAHKIAKUM SCHOOL DISTRICT 200  
COLLEGE PLACE SCHOOL DIST 250  
COLUMBIA SCHOOL DISTRICT 400  
DIXIE SCHOOL DISTRICT 101  
PRESCOTT SCHOOL DIST 402-37  
TOUCHET SCHOOL DISTRICT 300  
WAITSBURG SCHOOL DIST 401-100  
WALLA WALLA SCHOOL DIST 140  
BELLINGHAM SCHOOL DISTRICT 501  
BLAINE SCHOOL DISTRICT 503  
FERNDAL SCHOOL DISTRICT 502  
LYNDEN SCHOOL DISTRICT 504  
MERIDIAN SCHOOL DISTRICT 505  
MT BAKER SCHOOL DISTRICT 507  
NOOKSACK VALLEY SCH DIST 506  
COLFAX SCHOOL DISTRICT 300  
COLTON SCHOOL DISTRICT 306  
ENDICOTT SCHOOL DISTRICT 308  
GARFIELD SCHOOL DISTRICT 302  
LACROSSE SCHOOL DIST 126  
LAMONT SCHOOL DISTRICT 264  
OAKESDALE SCHOOL DISTRICT 324  
PALOUSE SCHOOL DISTRICT 301  
PULLMAN SCHOOL DISTRICT 267  
ROSALIA SCHOOL DISTRICT 320

ST JOHN SCHOOL DISTRICT 322  
STEPTOE SCHOOL DISTRICT 304  
TEKOA SCHOOL DISTRICT 265  
GRANDVIEW SCHOOL DIST 200  
GRANGER SCHOOL DISTRICT 204  
HIGHLAND SCHOOL DISTRICT 203  
MABTON SCHOOL DISTRICT 120  
MT ADAMS SCHOOL DISTRICT 209  
EAST VALLEY SCHOOL DISTRICT 90  
NACHES VALLEY SCHOOL DIST J-3  
SELAH SCHOOL DISTRICT 119  
SUNNYSIDE SCHOOL DISTRICT 201  
TOPPENISH SCHOOL DISTRICT 202  
UNION GAP SCHOOL DISTRICT 2  
WAPATO SCHOOL DISTRICT 207  
WEST VALLEY SCHOOL DIST 208  
YAKIMA SCHOOL DISTRICT 7  
ZILLAH SCHOOL DISTRICT 205  
STEHEKIN SCHOOL DISTRICT 69  
PALISADES SCHOOL DISTRICT 102  
KELLER SCHOOL DISTRICT 3  
STAR SCHOOL DISTRICT 54  
DAMMAN SCHOOL DISTRICT 7  
EVALINE SCHOOL DISTRICT 36  
SHAW ISLAND SCHOOL DISTRICT 10  
INDEX SCHOOL DISTRICT 63  
EVERGREEN SCHOOL DISTRICT 205  
ONION CREEK SCHOOL DISTRICT 30  
SUMMIT VALLEY SCHOOL DIST 202

**Higher Education in Washington including but not limited to:**

EVEREST CLG-SEATTLE  
STYLEMASTER CLG OF HAIR DESIGN  
EVEREST CLG-TACOMA-FIFE  
SHORELINE CMTY CLG-NOSHORE CTR  
CLOVER PARK TECHNICAL COLLEGE  
WALLA WALLA COMMUNITY COLLEGE  
WENATCHEE VALLEY COLLEGE-NORTH  
TRANS UNION TRAINING SCH  
INTERFACE COMPUTER SCHOOL-CTRL  
WASHINGTON STATE UNIV-SPOKANE  
WASHINGTON STATE UNIV-TRI-CITY  
WASHINGTON STATE UNIV-VANCOUVE  
INTERFACE COMPUTER SCHOOL-NO  
INTERNTL AIR & HOSP ACAD  
LAKE WASHINGTON TECHNICAL CLG  
WENATCHEE VALLEY COLLEGE  
PENINSULA COLLEGE  
CLARK COLLEGE  
LOWER COLUMBIA COLLEGE  
COLUMBIA BASIN COLLEGE  
BIG BEND COMMUNITY COLLEGE  
GRAYS HARBOR COLLEGE

BELLEVUE COLLEGE  
GREEN RIVER COMMUNITY COLLEGE  
HIGHLINE COMMUNITY COLLEGE  
NORTHWEST UNIVERSITY  
SEATTLE PACIFIC UNIVERSITY  
SEATTLE UNIVERSITY  
SHORELINE CMTY COLLEGE-SEATTLE  
UNIV OF WASHINGTON-SEATTLE  
NORTH SEATTLE CMTY COLLEGE  
SEATTLE CENTRAL CMTY COLLEGE  
SOUTH SEATTLE CMTY COLLEGE  
CORNISH COLLEGE OF THE ARTS  
TRINITY LUTHERAN COLLEGE  
OLYMPIC COLLEGE-BREMERTON  
CENTRAL WASHINGTON UNIVERSITY  
CENTRALIA COLLEGE  
PACIFIC LUTHERAN UNIVERSITY  
TACOMA COMMUNITY COLLEGE  
UNIVERSITY OF PUGET SOUND  
PIERCE COLLEGE-FORT STEILACOOM  
CORBAN UNIV SCHOOL OF MINISTRY  
SKAGIT VALLEY COLLEGE

EVERETT COMMUNITY COLLEGE  
EDMONDS COMMUNITY COLLEGE  
EASTERN WASHINGTON UNIVERSITY  
GONZAGA UNIVERSITY  
SPOKANE COMMUNITY COLLEGE  
WHITWORTH UNIVERSITY  
SPOKANE FALLS CMTY COLLEGE  
ST MARTINS UNIVERSITY  
SOUTH PUGET SOUND CMTY COLLEGE  
THE EVERGREEN STATE COLLEGE  
WALLA WALLA UNIVERSITY  
WHITMAN COLLEGE  
WALLA WALLA COMMUNITY COLLEGE  
WESTERN WASHINGTON UNIVERSITY  
WHATCOM COMMUNITY COLLEGE  
WASHINGTON STATE UNIV-PULLMAN  
YAKIMA VALLEY CMTY CLG-YAKIMA  
CITY UNIVERSITY OF SEATTLE  
THE ART INST OF SEATTLE  
ANTIOCH UNIVERSITY-SEATTLE  
SKAGIT VALLEY COLLEGE-WHIDBEY  
HERITAGE UNIV-WASHINGTON  
GONZAGA UNIV SCHOOL OF LAW  
UNIV OF WA SCHOOL OF MEDICINE  
UNIV OF WA SCHOOL OF LAW  
UNIV OF WA SCHOOL OF DENTISTRY  
SEATTLE UNIVERSITY SCH OF LAW  
WASHINGTON ST U CLG OF VET MED  
COLUMBIA BASIN CLG-RICHLAND  
NORTHWEST INDIAN COLLEGE  
PIERCE COLLEGE-PUYALLUP  
RENTON TECHNICAL COLLEGE  
SEATTLE CMTY CLG DISTRICT OFF  
COMMUNITY COLLEGES OF SPOKANE  
BELLINGHAM TECHNICAL COLLEGE  
UNIV OF WASHINGTON-BOTHELL  
UNIV OF WASHINGTON-TACOMA  
GOLDEN GATE BAPTIST SEM-PAC NW  
BASTYR UNIVERSITY  
ITT TECHNICAL INST-SEATTLE  
ITT TECHNICAL INST-EVERETT  
ITT TECHNICAL INST-SPOKANE  
CASCADIA COMMUNITY COLLEGE  
BATES TECHNICAL COLLEGE  
EVEREST COLLEGE-VANCOUVER  
ARGOSY UNIVERSITY-SEATTLE  
GOLDEN GATE UNIV-SEATTLE  
DEVRY UNIVERSITY-BELLEVUE CTR  
DEVRY UNIVERSITY-SEATTLE  
NURSING ASST TRAINING INST  
EVEREST CLG-EVERETT  
EVEREST CLG-RENTON  
EVEREST CLG-BREMERTON

EVEREST CLG-TACOMA  
NORTHWEST COLLEGE OF ART  
CARRINGTON COLLEGE-SPOKANE  
DIVERS INSTITUTE OF TECHNOLOGY  
GLEN DOW ACAD OF HAIR DESIGN  
PERRY TECHNICAL INSTITUTE  
PIMA MEDICAL INSTITUTE-SEATTLE  
SEATTLE VOCATIONAL INSTITUTE  
SEATTLE SCHOOL OF THEO/PSYCH  
FAITH EVANGELICAL LUTHERAN SEM  
NW GRADUATE SCH OF MINISTRY  
UNIV OF PHOENIX-WASHINGTON  
YAKIMA VALLEY CMTY CLG-GRAND  
DIGIPEN INST OF TECHNOLOGY  
CORTIVA INST-SEATTLE  
OLYMPIC COLLEGE-POULSBO  
INTL ACAD DSGN TECH SEATTLE  
KAPLAN COLLEGE-RENTON CAMPUS  
OLYMPIC COLLEGE-SHELTON  
EMBRY-RIDDLE AERO U-EVERETT  
FAMILY MED SW WASHINGTON  
CAPITOL HILL FAMILY HEALTH  
NAVAL HOSPITAL  
PROVIDENCE FAMILY MED CTR  
VIRGINIA MASON MEDICAL CTR  
VALLEY MEDICAL CENTER  
MADIGAN ARMY MEDICAL CTR  
US PUBLIC HEALTH SVC HOSP  
VETERANS ADMIN MED CTR  
CHILDRENS HOSPITAL  
HARBORVIEW MEDICAL CENTER  
UNIV WASHINGTON MED CENTER  
SWEDISH MED CNTR-FIRST HILL  
SWEDISH MED CTR-CHERRY HILL  
SACRED HEART MEDICAL CTR  
PARK UNIVERSITY-AFB CTR  
MOODY BIBLE INST-SPOKANE  
MOODY AVIATION  
CHARTER COLLEGE-BELLINGHAM  
BAINBRIDGE GRADUATE INSTITUTE  
LE CORDON BLEU CLG CA-SEATTLE  
WESTERN GOVERNORS UNIV-WA

**State Agencies in Washington including but not limited to:**

WASHINGTON - GOVERNOR  
WASHINGTON - ATTORNEY GENERAL  
WASHINGTON - COMMISSIONER OF PUBLIC LANDS  
WASHINGTON - INSURANCE COMMISSIONER  
WASHINGTON - STATE AUDITOR  
WASHINGTON - STATE TREASURER  
WASHINGTON - SUPERINTENDENT OF PUBLIC INSTRUCTION  
WASHINGTON - SECRETARY OF STATE  
WASHINGTON - LT. GOVERNOR  
WASHINGTON - STATE LEGISLATURE  
WASHINGTON - JOIN LEGISLATIVE AUDIT AND REVIEW COMMITTEE  
WASHINGTON - STATE COURTS  
WASHINGTON - DEPARTMENT OF CORRECTIONS  
WASHINGTON - DEPARTMENT OF ECOLOGY  
WASHINGTON - DEPARTMENT OF EMPLOYMENT SECURITY  
WASHINGTON - DEPARTMENT OF FISH AND WILDLIFE  
WASHINGTON - DEPARTMENT OF GENERAL ADMINISTRATION  
WASHINGTON - DEPARTMENT OF HEALTH  
WASHINGTON - DEPARTMENT OF INFORMATION SERVICES  
WASHINGTON - DEPARTMENT OF LABOR AND INDUSTRIES  
WASHINGTON - DEPARTMENT OF LICENSING  
WASHINGTON - DEPARTMENT OF NATURAL RESOURCES  
WASHINGTON - DEPARTMENT OF PERSONNEL  
WASHINGTON - DEPARTMENT OF RETIREMENT SYSTEMS  
WASHINGTON - DEPARTMENT OF REVENUE  
WASHINGTON - DEPARTMENT OF SERVICES FOR THE BLIND  
WASHINGTON - DEPARTMENT OF SOCIAL AND HEALTH SERVICES  
WASHINGTON - DEPARTMENT OF TRANSPORTATION  
WASHINGTON - DEPARTMENT OF VETERANS AFFAIRS  
WASHINGTON - OFFICE OF FINANCIAL MANAGEMENT  
WASHINGTON - PORT OF GRAYS HARBOR  
WASHINGTON - WASHINGTON STATE EMERGENCY MANAGEMENT  
WASHINGTON - WASHINGTON STATE LOTTERY  
WASHINGTON - WASHINGTON STATE PARKS  
WASHINGTON - WASHINGTON STATE PATROL  
WASHINGTON - WASHINGTON STATE TOURISM  
WASHINGTON - STATE LIBRARY  
WASHINGTON - DEPARTMENT OF COMMUNITY, TRADE AND ECONOMIC DEVELOPMENT  
WASHINGTON - 1-800-RECYCLE  
WASHINGTON - DEPARTMENT OF AGRICULTURE  
WASHINGTON - DEPARTMENT OF FINANCIAL INSTITUTIONS  
WASHINGTON - DEPARTMENT OF PRINTING  
WASHINGTON - AGING AND ADULT SERVICES ADMINISTRATION  
WASHINGTON - WASHINGTON STATE HEALTH CARE AUTHORITY  
WASHINGTON - LONG TERM CARE OMBUDSMAN  
WASHINGTON - RX WASHINGTON  
WASHINGTON - BOARD OF TAX APPEALS  
WASHINGTON - COUNTY ROAD ADMINISTRATION BOARD  
WASHINGTON - STATE COMMISSION ON JUDICIAL CONDUCT  
WASHINGTON - WASHINGTON STATE EXECUTIVE ETHICS BOARD  
WASHINGTON - WASHINGTON TRAFFIC SAFETY COMMISSION

WASHINGTON - WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION  
WASHINGTON - GAMBLING COMMISSION  
WASHINGTON - WASHINGTON STATE ARTS COMMISSION  
WASHINGTON - WASHINGTON STATE LIQUOR CONTROL BOARD  
WASHINGTON - WASHINGTON STATE HOUSING FINANCE COMMISSION  
WASHINGTON - THURSTON REGIONAL PLANNING COUNCIL  
WASHINGTON - COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS  
WASHINGTON - PUGET SOUND REGIONAL COUNCIL  
WASHINGTON - PUGET SOUND CLEAN AIR AGENCY  
WASHINGTON - ECITYGOV ALLIANCE

**Other State Agencies**

BOARD OF MEDICAL EXAMINERS  
OFFICE OF MEDICAL ASSISTANCE PROGRAMS  
OFFICE OF THE STATE TREASURER  
OREGON BOARD OF ARCHITECTS  
OREGON CHILD DEVELOPMENT COALITION  
OREGON DEPARTMENT OF EDUCATION  
OREGON DEPARTMENT OF FORESTRY  
OREGON DEPARTMENT OF TRANSPORTATION  
OREGON DEPARTMENT OF EDUCATION  
OREGON LOTTERY  
OREGON OFFICE OF ENERGY  
OREGON STATE BOARD OF NURSING  
OREGON STATE DEPARTMENT OF CORRECTIONS  
OREGON STATE POLICE  
OREGON TOURISM COMMISSION  
OREGON TRAVEL INFORMATION COUNCIL  
SANTIAM CANYON COMMUNICATON CENTER  
SEIU LOCAL 503, OPEU  
ADMIN. SERVICES OFFICE  
HAWAII CHILD SUPPORT ENFORCEMENT AGENCY  
HAWAII HEALTH SYSTEMS CORPORATION  
SOH-JUDICIARY CONTRACTS AND PURCH  
STATE DEPARTMENT OF DEFENSE  
STATE OF HAWAII  
STATE OF HAWAII  
STATE OF HAWAII, DEPARTMENT OF EDUCATION  
STATE OF LOUISIANA  
STATE OF LOUISIANA DEPARTMENT OF EDUCATION