NOTICE TO OFFEROR

SUBMITTAL DEADLINE: Tuesday November 15, 2016 @ 2:00 PM CT

Questions regarding this solicitation must be submitted in writing to Jason Wickel at questions@esc4.net or (713) 744-8189 no later than November 8, 2016 at 5pm CT. All questions and answers will be posted to both www.esc4.net and 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

Facilities Management Software and Solutions

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

Solicitation Number 16-18

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 Facilities Management Software. 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 Facilities Management Software. 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 Offerer’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 November 8, 2016. All questions and answers will be posted to both [www.esc4.net](http://www.esc4.net) and [www.tcpn.org](http://www.tcpn.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):

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue RFP</td>
<td>October 12, 2016</td>
</tr>
<tr>
<td>Pre-proposal Conference</td>
<td>N/A</td>
</tr>
<tr>
<td>Deadline for receipt of questions via email</td>
<td>November 8, 2016</td>
</tr>
<tr>
<td>Issue Addendum/a (if required)</td>
<td>To Be Determined</td>
</tr>
<tr>
<td>Proposal Due Date</td>
<td>November 15, 2016</td>
</tr>
<tr>
<td>Approval from Region 4 ESC</td>
<td>December 14, 2016</td>
</tr>
<tr>
<td>Contract Effective Date</td>
<td>April 1, 2017</td>
</tr>
</tbody>
</table>

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 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 $5 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.

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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 2016, by and between Region 4 Education Service Center (“Region 4 ESC”) for the purchase of Facilities Management Software.

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.

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**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 contact 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.

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**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.

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**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 Filler 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 10th day of the following month. If there are no sales to report, Vendor is still required to communicate that information via email.

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 2% 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 10th 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 1/2% 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 from date of contract award**

- 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

Region 4 Education Service Center (ESC 4) is seeking highly qualified supplier for **Facilities Management Software** on a national basis. Offerors must be able to accommodate a nationwide demand for products/services and to fulfill obligations as a nationwide Supplier. Vendor(s) shall, at the request of Region 4 ESC and/or member agencies, provide these covered products and associated services under the terms of this RFP and the CONTRACT TERMS AND CONDITIONS.

The intent of this solicitation is to establish a contract for a comprehensive product offering with the ability to provide eligible public agencies with multiple solutions to meet their needs.

Products and Services Summary Matrix – **Provide a matrix that will allow Region 4 to readily appraise your company’s products and service offering versus other respondents. Provide a detailed description of each application.**

**System Requirements** – Please describe the infrastructure in order to support your proposed system including hardware, network infrastructure and personnel/skills required to support the system.

**SYSTEM SPECIFICATIONS**

**Glossary of Terms**

1. Administrative- Provides system administration functions such as security, system-wide defaults and the content of functions and forms.

2. Asset Management- Identifies, tracks, locates and analyzes physical assets.


5. Technology Work Management- This is a work order system for the instructional technology department.

6. Preventative Maintenance- Provides the functionality for users to establish preventative maintenance practices to meet their unique environments.

7. Budget Management- Automates budget setup and subsequent capture, monitoring control and analysis of expenditures associated with maintenance work.

8. Reports Generation- Reports are a key to any facility management system. This information may either be generated from the individual modules, from a single Reports Module or a combination.

9. Utility Management- Track, analyze and provide full reporting on all utilities.

10. Facility Scheduling- Allows the facility and business office personnel to coordinate the non-curricular events and activities in the school district.
11. Wireless/Mobile Management- Allows maintenance and operations professionals to receive and complete work in the field via a wireless/mobile device.

12. Trip Planning and Management- Streamlines the educational trip workflow process from request and approval to vehicle and driver scheduling.

13. Information Technology Asset Management- Streamlines all aspects of IT asset administration from monitoring and reporting to planning and life cycle costing.

Identify if the following topics are available within each specific system.

1. Administrative System

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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<tbody>
<tr>
<td>Power user with full access from single log-in</td>
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<tr>
<td>Web access to administration</td>
<td></td>
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<tr>
<td>Multi-level security</td>
<td></td>
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<tr>
<td>Users functional permission level displayed</td>
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<tr>
<td>Provides help text and error messages</td>
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<tr>
<td>Permits multimedia file attachments (word files, graphic images, audio or video clips) to records as work orders</td>
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2. Asset System

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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<tbody>
<tr>
<td>Provides graphical asset trees</td>
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<tr>
<td>Drop-down list of values for asset classification</td>
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<tr>
<td>Instant display of all assets, locations, classifications</td>
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<tr>
<td>Standard equipment templates</td>
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<tr>
<td>Allows warranty tracking</td>
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<tr>
<td>Lists outstanding jobs by equipment, asset class, location</td>
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<tr>
<td>Lifetime labor and material costs per equipment, asset classification and location</td>
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<tr>
<td>Tracks historic total of maintenance costs per asset</td>
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</table>
### 3. Work Order Management

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<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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<tbody>
<tr>
<td>Database of employees along with labor rate information</td>
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<tr>
<td>Database of vendors</td>
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<tr>
<td>Ability to capture labor hours, contract costs and material costs for each work order</td>
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<tr>
<td>Records equipment downtime</td>
<td></td>
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<tr>
<td>Charge multiple wage rates</td>
<td></td>
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<tr>
<td>Request dates and completion dates</td>
<td></td>
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<tr>
<td>Estimated and actual hours</td>
<td></td>
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<tr>
<td>Labor and material transactions for each work order</td>
<td></td>
</tr>
<tr>
<td>Work order tracking fields such as trade, purpose, budget and other codes</td>
<td></td>
</tr>
<tr>
<td>User-definable tracking fields</td>
<td></td>
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<tr>
<td>Easy interface to check work order status with selection masks</td>
<td></td>
</tr>
<tr>
<td>Search capacity on work order number or description key</td>
<td></td>
</tr>
<tr>
<td>Fully integrated with related systems including preventative maintenance, facility scheduling and inventory</td>
<td></td>
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<tr>
<td>Automatic computation of work costs using labor rates in employee system</td>
<td></td>
</tr>
<tr>
<td>The Work Order Management system will integrate with the school site request and Asset Management system</td>
<td></td>
</tr>
<tr>
<td>Track tool usage against work orders</td>
<td></td>
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<tr>
<td>Tracks required permitting</td>
<td></td>
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<tr>
<td>Re-open closed work orders</td>
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</table>
4. **Material Management**

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<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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</thead>
<tbody>
<tr>
<td>Manage inventory items by category types: mechanical, custodial, tools and other</td>
<td></td>
</tr>
<tr>
<td>Tracks all inventory transactions, including issues, receipts, returns, adjustments, orders and transfers</td>
<td></td>
</tr>
<tr>
<td>Allows inventory to be issued to a location, pick list, project, work order or employee</td>
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<tr>
<td>Enables requestor the ability to select items from inventory catalogs and submit inventory requests online</td>
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</tr>
<tr>
<td>Enables users to request quotes for inventory items from multiple suppliers while reordering</td>
<td></td>
</tr>
<tr>
<td>Tracks detailed information on inventory items, including unit of issue, on contract, supplier, average or fixed cost, tag number for tools, mark up and backorder quality</td>
<td></td>
</tr>
<tr>
<td>Allows inventory items to be stored and tracked in multiple pools and by crafts, including aisle, bin number and reorder points</td>
<td></td>
</tr>
<tr>
<td>Automatically emails requestors with inventory requests receipts and updates of order status changes</td>
<td></td>
</tr>
<tr>
<td>Integrates with the work order and preventative maintenance system</td>
<td></td>
</tr>
<tr>
<td>ISO certified units of measure</td>
<td></td>
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<tr>
<td>Provides pick lists</td>
<td></td>
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<tr>
<td>Optional parts inspection requirement per part</td>
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</table>

5. **Technology Work Management**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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<tbody>
<tr>
<td>Staff originates work order requests for IT problems</td>
<td></td>
</tr>
<tr>
<td>Status of work orders can be continually monitored by staff</td>
<td></td>
</tr>
<tr>
<td>System routes requests to proper technician using configurable work flow</td>
<td></td>
</tr>
<tr>
<td>The work order management provides for tracking of labor and parts for each incident</td>
<td></td>
</tr>
<tr>
<td>Warranty of technology items are continually monitored</td>
<td></td>
</tr>
</tbody>
</table>
6. Preventative Maintenance

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
</tr>
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<tbody>
<tr>
<td>Schedule PM by elapsed days</td>
<td></td>
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<tr>
<td>Schedule PM by calendar date</td>
<td></td>
</tr>
<tr>
<td>Schedule PM by usage</td>
<td></td>
</tr>
<tr>
<td>View labor, material and tool cost for anticipated tasks</td>
<td></td>
</tr>
<tr>
<td>Tracks all scheduled maintenance</td>
<td></td>
</tr>
<tr>
<td>Creates recurring maintenance schedules on a daily, weekly, monthly or annual basis</td>
<td></td>
</tr>
<tr>
<td>Stores schedule templates for quick creation of frequently used schedule</td>
<td></td>
</tr>
<tr>
<td>Tracks equipment information, including manufacturer, model and serial numbers, in and out service dates and warranty</td>
<td></td>
</tr>
<tr>
<td>Automatically generates PM work orders through an integration with work order system</td>
<td></td>
</tr>
<tr>
<td>Displays upcoming scheduled work in a calendar format for resource scheduling</td>
<td></td>
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</tbody>
</table>

7. Budget Management

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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<tbody>
<tr>
<td>Allows district to establish budget code format</td>
<td></td>
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<tr>
<td>Permits flexible budget terms and budget periods</td>
<td></td>
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<tr>
<td>Provides for flexible budget hierarchies</td>
<td></td>
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<tr>
<td>Analysis is provided for costs vs. budget per budget period and year-to-date</td>
<td></td>
</tr>
<tr>
<td>Facilitates the creation of long-range capital plans and budget plans</td>
<td></td>
</tr>
<tr>
<td>Manages capital projects and expenditures related to deferred maintenance, deficiencies and corrections</td>
<td></td>
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</tbody>
</table>
### 8. Reports Generation

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category: Summary or detailed reports by ______________</td>
<td></td>
</tr>
<tr>
<td>Craft</td>
<td></td>
</tr>
<tr>
<td>Location</td>
<td></td>
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<tr>
<td>Budget</td>
<td></td>
</tr>
<tr>
<td>Employee</td>
<td></td>
</tr>
<tr>
<td>Craft cost analysis</td>
<td></td>
</tr>
<tr>
<td>Transactions</td>
<td></td>
</tr>
<tr>
<td>Outstanding work</td>
<td></td>
</tr>
<tr>
<td>Workloads and assignments</td>
<td></td>
</tr>
<tr>
<td>Status of work</td>
<td></td>
</tr>
<tr>
<td>Category: Standard Inventory Reports</td>
<td></td>
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<tr>
<td>Summary or detailed reports by ______________</td>
<td></td>
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<tr>
<td>Issued inventory</td>
<td></td>
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<tr>
<td>Returned inventory</td>
<td></td>
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<tr>
<td>Transferred inventory</td>
<td></td>
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<tr>
<td>Supplier reports</td>
<td></td>
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<tr>
<td>Pick list reports</td>
<td></td>
</tr>
<tr>
<td>Category: Standard Preventative Maintenance Reports</td>
<td></td>
</tr>
<tr>
<td>Summary or detailed reports by ______________</td>
<td></td>
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<tr>
<td>Projected parts and supplies reports</td>
<td></td>
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<tr>
<td>Estimated PM labor reports</td>
<td></td>
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<tr>
<td>Forecasting labor report</td>
<td></td>
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<tr>
<td>Corrective vs. preventative maintenance report</td>
<td></td>
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</tbody>
</table>
9. Utility Tracking System

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<tr>
<th>Topic</th>
<th>Available</th>
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<tbody>
<tr>
<td>Ability to manage all utilities including electric, gas, water, sewer, fuel oil, propane, trash, waste, telephone and other utilities</td>
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<tr>
<td>Tracks essential account, vendor building and user information</td>
<td></td>
</tr>
<tr>
<td>Tracks basic utility billing determinants on monthly bills for each account and/or meter including billing periods, billing period consumption, billing period cost and average period unit cost. Bills are to be tracked by month, year and building</td>
<td></td>
</tr>
<tr>
<td>Ability to track user-defined data such as hours of use, number of occupants, etc.</td>
<td></td>
</tr>
<tr>
<td>Provides use and cost budget function for monthly and annual budget analysis</td>
<td></td>
</tr>
<tr>
<td>Customizable user-defined advanced utility bill determinants including power factor, time-of-use, taxes, service charges and deregulated bill determinants</td>
<td></td>
</tr>
</tbody>
</table>
Performs current versus baseline comparisons including application of weather normalizations for more accurate comparison of utility data from year to year. Weather normalizations are performed by matching daily weather degree-days with actual billing periods of utility bills. Degree data is automatically uploaded into Utility Direct from the National Weather Service on a monthly basis.

- Easily exports data to any spreadsheet format
- Provides virtual and sub-meter tracking. Sub-meter tracking will support internal organization chargeback requirements
- Utility bill validity checking with multiple parameter analysis

### 10. Facility Scheduling System

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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<tbody>
<tr>
<td>Multiple routing rules for event approval</td>
<td></td>
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<tr>
<td>Automatically routes usage request requests to approval managers</td>
<td></td>
</tr>
<tr>
<td>Database of areas available for after hour usage</td>
<td></td>
</tr>
<tr>
<td>Handle events with multiple dates with repeating patterns as well as random series of events</td>
<td></td>
</tr>
<tr>
<td>Tracks facility usage costs and automatically generates invoices</td>
<td></td>
</tr>
<tr>
<td>Enables event requesters to check facility availability and submit usage requests online</td>
<td></td>
</tr>
<tr>
<td>Displays scheduled events on calendar</td>
<td></td>
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<tr>
<td>Multiple levels of security</td>
<td></td>
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<tr>
<td>Email notifications to support personnel</td>
<td></td>
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<tr>
<td>Billing and rental administration</td>
<td></td>
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</tbody>
</table>

### 11. Wireless/Mobile Management

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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</thead>
<tbody>
<tr>
<td>Enables mobile workers to receive, process and complete work via a wireless/mobile device</td>
<td></td>
</tr>
<tr>
<td>Enables mobile workers to record transactions for labor hours</td>
<td></td>
</tr>
<tr>
<td>Enables mobile workers to search and sort and sort through their work orders</td>
<td></td>
</tr>
</tbody>
</table>
### 12. Trip Planning and Management

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requesters can easily submit trip requests and check request status online</td>
<td></td>
</tr>
<tr>
<td>Automatically routes trip request to approval managers</td>
<td></td>
</tr>
<tr>
<td>Tracks availability and manages scheduling of vehicle and drivers</td>
<td></td>
</tr>
<tr>
<td>Displays scheduled trips on interactive calendar</td>
<td></td>
</tr>
<tr>
<td>Tracks all trip related costs</td>
<td></td>
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</table>

### 13. Information Technology Asset Management

<table>
<thead>
<tr>
<th>Topic</th>
<th>Available</th>
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</thead>
<tbody>
<tr>
<td>Gathers and reports information about computer assets on your network, including hardware, software and software utilization</td>
<td></td>
</tr>
<tr>
<td>Manages all computer assets across multiple platforms (Windows, Macintosh, Unix, Linux, Novell, etc.)</td>
<td></td>
</tr>
<tr>
<td>Monitors assets at the component level and generates alerts for missing assets</td>
<td></td>
</tr>
<tr>
<td>Tracks licenses and usage for optimum license management and compliance</td>
<td></td>
</tr>
<tr>
<td>Generates alerts for software license agreement violations and unauthorized software installations</td>
<td></td>
</tr>
</tbody>
</table>
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 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.
- Offeror must allow for lower pricing to be available for similar product and service purchases.
- This proposal process covers a wide range of institutions relative to square footage, number of sites and number of system users. Offeror is required to provide a price list that addresses the institutions being served by this solicitation. The price list should include, but not be limited to, software pricing, training, annual support, start up services, consulting services and ASP costs, if applicable. In order to evaluate the pricing and to assure that the price book is correctly interpreted, please provide a detailed pricing proposal for the following four (4) examples:

<table>
<thead>
<tr>
<th>Price Example</th>
<th>Number of Sites</th>
<th>Square Footage</th>
<th>Maintenance Staff</th>
<th>Requesters*</th>
<th>Number of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>2</td>
<td>150,000</td>
<td>3</td>
<td>10 to 50</td>
<td>1,000</td>
</tr>
<tr>
<td>B</td>
<td>12</td>
<td>1,000,000</td>
<td>10</td>
<td>20 to 500</td>
<td>7,000</td>
</tr>
<tr>
<td>C</td>
<td>27</td>
<td>2,200,000</td>
<td>25</td>
<td>30 to 1,000</td>
<td>15,000</td>
</tr>
<tr>
<td>D</td>
<td>48</td>
<td>4,500,000</td>
<td>55</td>
<td>75 to 2,000</td>
<td>30,000</td>
</tr>
</tbody>
</table>

- Enhancement and Upgrade Policy – Provide a clear description of the upgrade and enhancement policies for all applications proposed. Clearly state the policy going forward relative to both the Offeror selling price and the total cost to the application owner for upgrades and enhancements.
Appendix D:
GENERAL TERMS & CONDITIONS ACCEPTANCE FORM

Signature on Offeror 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.)

<table>
<thead>
<tr>
<th>Section/Page</th>
<th>Term, Condition, or Specification</th>
<th>Exception/Deviation</th>
<th>Region 4 Accepts</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
Offeror Contract Launch

Offerors 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. Offeror contract launches are meant to establish a good relationship with awarded Offerors 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:

______________________________________________________________________
Offeror

______________________________________________________________________
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)
     - [ ] Alabama
     - [ ] Alaska
     - [ ] Arizona
     - [ ] Arkansas
     - [ ] California
     - [ ] Colorado
     - [ ] Connecticut
     - [ ] Delaware
     - [ ] District of Columbia
     - [ ] Florida
     - [ ] Georgia
     - [ ] Hawaii
     - [ ] Idaho
     - [ ] Illinois
     - [ ] Indiana
     - [ ] Iowa
     - [ ] Kansas
     - [ ] Kentucky
     - [ ] Louisiana
     - [ ] Maine
     - [ ] Maryland
     - [ ] Massachusetts
     - [ ] Michigan
     - [ ] Minnesota
     - [ ] Mississippi
     - [ ] Missouri
     - [ ] Montana
     - [ ] Nebraska
     - [ ] Nevada
     - [ ] New Hampshire
     - [ ] New Jersey
     - [ ] New Mexico
     - [ ] New York
     - [ ] North Carolina
     - [ ] North Dakota
     - [ ] Ohio
     - [ ] Oklahoma
     - [ ] Oregon
     - [ ] Pennslyvania
     - [ ] Rhode Island
     - [ ] South Carolina
     - [ ] South Dakota
     - [ ] Tennessee
     - [ ] Texas
     - [ ] Utah
     - [ ] Vermont
     - [ ] Virginia
     - [ ] Washington
     - [ ] West Virginia
     - [ ] Wisconsin
     - [ ] Wyoming

   - □ Territories & Outlying Areas (Selecting this box is equal to checking all boxes below)
     - [ ] American Samoa
     - [ ] Federated States of Micronesia
     - [ ] Guam
     - [ ] Midway Islands
     - [ ] Northern Marina Islands
     - [ ] Puerto Rico
     - [ ] U.S. Virgin 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 (MWBE), 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: ________________________________

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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 resell er
- [ ] Value-added reseller
- [ ] Other __________________________

8. **Pricing Information**

- In addition to the current typical unit pricing furnished herein, the Offeror 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

<table>
<thead>
<tr>
<th>Cooperative/State Agency</th>
<th>Discount Offered</th>
<th>Expires</th>
<th>Annual Sales Volume</th>
</tr>
</thead>
<tbody>
<tr>
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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?


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 Offerors 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.

**Offeror 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 OFFERORS 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 Offerors are also required to comply with the following New Jersey statutes when applicable:


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.
Clean Air and Water Act

I, the Offeror, 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 Offeror: ____________________________________________________________

Title of Authorized Representative: _____________________________________________

Mailing Address: ______________________________________________________________

Signature: ___________________________________________________________________
I, the Offeror, 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 Offeror: ___________________________________________________________

Title of Authorized Representative: ___________________________________________

Mailing Address: ____________________________________________________________

Signature: __________________________________________________________________
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 Offerors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, Offerors 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
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.

Offeror ____________________________
____________________________
Offeror ____________________________
Signature ____________________________

Address ____________________________
____________________________
Position with Company ____________________________

Phone ____________________________
Fax ____________________________

Printed Name ____________________________

Printed Name ____________________________

Position with Company ____________________________

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

Last Revision: February 16, 2016
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 Offerors 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 Offeror agree? YES ____________________________________________________ Initials of Authorized Representative of Offeror

(B) Termination for cause and for convenience by the grantee or sub grantee 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 Offeror in the event Offeror 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 Offeror, 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. Offeror 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 Offerors when it is in REGION 4 EDUCATION SERVICE CENTER’s best interest.

Does Offeror agree? YES ____________________________________________________ Initials of Authorized Representative of Offeror


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 Offeror agree to abide by the above? YES ______________________________ Initials of Authorized Representative of Offeror
(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 sub recipient 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 sub grants for construction or repair, Offeror will be in compliance with all applicable Davis-Bacon Act provisions.

Does Offeror agree? YES ____________________________________ Initials of Authorized Representative of Offeror

(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, Offeror certifies that Offeror 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 Offeror agree? YES ____________________________________ Initials of Authorized Representative of Offeror

(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 sub recipient 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 sub recipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

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

Does Offeror agree? YES ____________________________________ Initials of Authorized Representative of Offeror

(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 sub grants 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 Offeror certifies that during the term of an award for all contracts by REGION 4 EDUCATION SERVICE CENTER member resulting from this procurement process, the Offeror agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

Does Offeror agree? YES __________________________________________ Initials of Authorized Representative of Offeror

(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.

Does Offeror agree? YES __________________________________________ Initials of Authorized Representative of Offeror


Pursuant to Federal Rule (I) above, when federal funds are expended by REGION 4 EDUCATION SERVICE CENTER, the Offeror 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 Offeror 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 sub recipients shall certify and disclose accordingly.

Does Offeror agree? YES __________________________________________ Initials of Authorized Representative of Offeror

RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

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

Does Offeror agree? YES __________________________________________ Initials of Authorized Representative of Offeror
CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When REGION 4 EDUCATION SERVICE CENTER expends federal funds for any contract resulting from this procurement process, Offeror 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 Offeror agree? YES ___________________ Initials of Authorized Representative of Offeror

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

Offeror certifies that Offeror 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 Offeror agree? YES ___________________ Initials of Authorized Representative of Offeror

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

Offeror 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 Offeror that are directly pertinent to Offeror’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 Offeror’s personnel for the purpose of interview and discussion relating to such documents.

Does Offeror agree? YES ___________________ Initials of Authorized Representative of Offeror

CERTIFICATION OF APPLICABILITY TO SUBCONTRACTORS

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

Does Offeror agree? YES ___________________ Initials of Authorized Representative of Offeror

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

Offeror’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: ________________
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.)

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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
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
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)
Offerors must submit with proposal:
1. A photo copy of their Federal Letter of Affirmative Action Plan Approval
2. A photo copy of their Certificate of Employee Information Report
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
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 it 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
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).

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. 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 – Offeror Information

Offeror 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.

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<th>Contributor Name</th>
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☐ 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 ______

Offeror Name:

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<tr>
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<th>Recipient Name</th>
<th>Date</th>
<th>Dollar Amount</th>
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☐ 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 Clerk
   - Sheriff
   - {County Executive}
   - Surrogate

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 A COUNTY-BASED, CUSTOMIZABLE FORM. |
```
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:

<table>
<thead>
<tr>
<th>Name:</th>
<th>Name:</th>
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</thead>
<tbody>
<tr>
<td>Home Address:</td>
<td>Home Address:</td>
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<tr>
<th>Name:</th>
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<tr>
<td>Home Address:</td>
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<th>Name:</th>
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<tr>
<td>Home Address:</td>
<td>Home Address:</td>
</tr>
</tbody>
</table>

Subscribed and sworn before me this ___ day of ____________, 2 __.

(Notary Public)

My Commission expires:

(Affiant)

(Print name & title of affiant)

(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 Offeror 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:

<table>
<thead>
<tr>
<th>State of Alabama</th>
<th>State of Hawaii</th>
<th>State of Massachusetts</th>
<th>State of New Mexico</th>
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<td>State of Mississippi</td>
<td>State of North Dakota</td>
<td>State of Utah</td>
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<td>State of California</td>
<td>State of Iowa</td>
<td>State of Missouri</td>
<td>State of Ohio</td>
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<tr>
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<td>State of Nevada</td>
<td>State of Pennsylvania</td>
<td>State of West Virginia</td>
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<td>State of Maryland</td>
<td>State of New Jersey</td>
<td>State of South Carolina</td>
<td>State of Wyoming</td>
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<tr>
<td>District of Columbia</td>
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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](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
- LAWNDALE 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
CYPRUS 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
ARTESTIA 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
BRADBRBY CITY HALL
DUARTE CITY HALL
CITY OF LA CANADA FLINTRIDGE
MFRONVIA 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 GLENORA
INDUSTRY CITY HALL
LA PUENTE CITY HALL
LA VERNE CITY HALL
MONTEREY PARK CITY HALL
MONTCCLAIR 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 HALL
CARLSBAD CITY HALL
CITY OF DEL MAR
EL CAJON CITY HALL
ENCINITAS CITY HALL
CITY OF ESPERIDIO
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
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CITY OF BLYTHE
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PALMDALE CITY HALL
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CITY OF TEHACHAPI
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CITY OF SALINAS
CARMEL-BY-THE-SEA CITY HALL
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GREENFIELD CITY HALL
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MONTEREY CITY HALL
CITY OF DEL REY OAKS
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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
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CITY OF MENLO PARK
TOWN OF ATHERTON
TOWN OF PORTOLA VALLEY
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REDWOOD CITY CITY HALL
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FOSTER CITY CITY HALL
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AMERICAN CANYON CITY HALL
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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
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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
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

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

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
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SAN LORENZO UNIFIED SCH DIST
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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
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OROVILLE UNION HIGH SCH DIST
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PARADISE UNIFIED SCH DISTRICT
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BANGOR UNION ELEM SCH DIST
BRET HARTE UNION HIGH SCH DIST
CALAVERAS UNIFIED SCHOOL DIST
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VALLECITO UNION SCH DISTRICT
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BUCKEYE UNION SCHOOL DISTRICT
CAMINO UNION SCHOOL DISTRICT
EL DORADO UNION HIGH SCH DIST
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GOLD OAK UNION SCHOOL DISTRICT
GOLD TRAIL UNION SCH DISTRICT
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MOTHER LODE UNION SCHOOL DIST
PIONEER UNION SCHOOL DISTRICT
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REScue UNION SCHOOL DISTRICT
ALVINA ELEM SCHOOL DISTRICT
BIG CREEK ELEMENTARY SCH DIST
BURREL UNION ELEM SCH DIST
CARuthERS UNIFIED SCH DISTRICT
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PORTOLA VALLEY SCHOOL DISTRICT
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CUYAMA JOINT UNIFIED SCH DIST
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GUADALUPE UNION SCH DISTRICT
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SYLVAN UNION SCHOOL DISTRICT
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WATERFORD UNIFIED SCH DISTRICT
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LIVE OAK UNIFIED SCHOOL DIST
MARCUM-ILLINOIS UNION SCH DIST
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NUESTRO ELEM SCHOOL DISTRICT
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TRINITY CENTER ELEM SCH DIST
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ALPAUGH UNIFIED SCHOOL DIST
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BUENA VISTA ELEM SCHOOL DIST
BURTON SCHOOL DISTRICT
CITRUS SOUTH TULE SCH DISTRICT
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HIGHER EDUCATION IN CALIFORNIA INCLUDING BUT NOT LIMITED TO:

- 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
- SUMMERVILLE ELEM SCHOOL DIST
- SUMMERVILLE UNION HS DIST
- TWAIN 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
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- CONEJO VALLEY UNIF SCH DIST
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- DAVIS JOINT UNIF SCHOOL DIST
- ESPARTE 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
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- 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-AREA 6
- SAN DIEGO USD-AREA 4
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- SAN DIEGO USD-AREA 3
- SAN DIEGO USD-AREA 5
- KASHIA ELEM SCHOOL DISTRICT
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LOS MEDANOS COLLEGE
LAKE TAHOE COMMUNITY COLLEGE
CALIFORNIA ST UNIV-FRESNO
WEST HILLS CTMY CLG-COALINGA
FRESNO PACIFIC UNIVERSITY
FRESNO CITY COLLEGE
REEDELEY COLLEGE
MENNONITE BRETHRN BIBLICAL SEM
ALLIANT INTL UNIV-FRESNO
HUMBOLDT STATE UNIVERSITY
COLLEGE OF THE REDWOODS
IMPERIAL VALLEY COLLEGE
BAKERSFIELD COLLEGE
TAFT COLLEGE
CALIFORNIA ST UNIV-BAKERSFIELD
CERRO COSO CMTY CLG-INDIAN WEL
LASSEN COMMUNITY COLLEGE
ANTELOPE VALLEY COLLEGE
ART CTR CLG OF DESIGN-HILLSIDE
AZUSA PACIFIC UNIVERSITY
BIOLA UNIVERSITY
CALIFORNIA INST OF TECHNOLOGY
CALIFORNIA INST OF THE ARTS
CALIFORNIA ST UNIV-LONG BEACH
CALIFORNIA ST UNIV-LOS ANGELES
CAL ST UNIV-DOMINGUEZ HILLS
CAL STATE POLYTECH-POMONA
CALIFORNIA ST UNIV-NORTHRIDGE
CERRITOS COLLEGE
CITRUS COLLEGE
CLAREMONT GRADUATE UNIVERSITY
CLAREMONT MCKENNA COLLEGE
HARVEY MUDD COLLEGE
PITZER COLLEGE
POMONA COLLEGE
SCRIPPS COLLEGE
EL CAMINO CLG-COMPTON CTR
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LONG BEACH CITY COLLEGE
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LOS ANGELES HARBOR COLLEGE
PIERCE COLLEGE
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WHITTIER COLLEGE
WOODBURY UNIVERSITY-BURBANK
AMERICAN JEWISH UNIVERSITY
HEBREW UNION COLLEGE
LOS ANGELES SOUTHWEST COLLEGE
WEST LOS ANGELES COLLEGE
COLLEGE OF THE CANYONS
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PARDEE RAND GRADUATE SCHOOL
MARYMOUNT COLLEGE
LOYOLA MARYMOUNT UNIVERSITY
LOS ANGELES MISSION COLLEGE
LIFE PACIFIC COLLEGE
UNIV OF W LA LAW SCH-SAN FERN
COLLEGE OF MARIN-KENTFIELD
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HANFORD FAMILY PRACTICE
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KAISER PERMANENTE MED CARE
KAISER PERMANENTE MEDICAL
Hollywood Presbyterian Med
HOAG MEMORIAL HOSPITAL
DESSERT 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
CHILDREN'S HOSPITAL OF LA
SUTTER MEDICAL CENTER
NATIVITY 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 CHILDREN'S 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
VA LONG BEACH HEALTHCARE
STANISLAUS RESIDENCY PROG
REDDING FAMILY PRACTICE
SAN JOAQUIN GEN HOSPITAL
MERCY MEDICAL CTR MERCEC
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
NORTHRIEGE FAMILY PRACTICE
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METHODIST HOSP SACRAMENTO
WHITE MEMORIAL MED CENTER
KERLON JOBE ORTHOPAEDIC CLG
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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
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
HONOLULU SCHOOL DISTRICT
LEEWARD OAHU SCHOOL DISTRICT
CENTRAL OAHU SCHOOL DISTRICT
WINDWARD OAHU SCHOOL DISTRICT  KAIMUKI-MCKINLEY-ROOSEVLT AREA
KAUAI SCHOOL DISTRICT   CASTLE-KAHUKU AREA
MAUI SCHOOL DISTRICT    KAILUA-KALAHEO AREA
LEILHUA-MILILANI-WAIALUA AREA  BALDWIN-KEKAULIKE-MAUI AREA
AIEA-MOANALUA-RADFORD AREA  HANA-LHINLUNA-LANAI-MLKI AREA
HILO-LAUPAHOEHOE-WAIAKEA AREA  CAMPBELL-KAPOLEI AREA
HONOKA-KLIKE-KOHLA-KNWNA AREA  PEARL CITY-WAIPUEA AREA
KAU-KEAAU-PAHOA AREA   NANAKULI-WAIANAE AREA
FARRINGTON-KAISER-KALANI AREA

Higher Education in Hawaii including but not limited to:

UNIVERSITY OF HAWAII-HILO  UNIV OF HAWAII SYSTEM OFFICE
CHAMINADE UNIVERSITY  HAWAII TOKAI INTERNATIONAL CLG
BRIGHAM YOUNG UNIV-HAWAII  HEALD COLLEGE-HONOLULU
UNIVERSITY OF HAWAII-MANOA  REMINGTON COLLEGE-HONOLULU
HONOLULU COMMUNITY COLLEGE  WORLD MEDICINE INSTITUTE
KAPIOLANI COMMUNITY COLLEGE  UNIV OF THE NATIONS KONA
HAWAII PACIFIC UNIV-LOA CAMPUS  EMBRY-RIDDLE AERO U-SCHOFIELD
LEEWARD COMMUNITY COLLEGE  THE PHYSICIAN CENTER
HAWAII PACIFIC UNIVERSITY  HONOLULU CLINIC
WINDWARD COMMUNITY COLLEGE  HAWAII STATE HOSPITAL
KAUAI COMMUNITY COLLEGE  MOANALUA MEDICAL CENTER
UNIV OF HAWAII-MAUI COLLEGE  SHRINERS HOSPITAL
UNIVERSITY OF HAWAII-WEST OAHU  KAPIOLANI MEDICAL CENTER
HAWAII CMTY COLLEGE-HILO  US ARMY TRIPLER GEN HOSP
ARGOSY UNIVERSITY-HONOLULU  STRAUB CLINIC/HOSPITAL
JOHN BURNS SCHOOL OF MEDICINE  KUAKINI MEDICAL CENTER
WILLIAM RICHARDSON SCH OF LAW  QUEENS MEDICAL CENTER
UNIV OF HAWAII-WEST HAWAII  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
Cities, Towns, Villages, and Boroughs in Louisiana including but not limited to:

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95 of 164
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

Counts and Parishes in Louisiana including but not limited to:

PLAQUEMINES PARISH

SAINT BERNARD PARISH
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**K-12 in Louisiana including but not limited to:**

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97 of 164
| RICHLAND PARISH SCHOOL DISTRICT | BOGALUSA CITY SCHOOL DISTRICT |
| SABINE PARISH SCHOOL DISTRICT | WASHINGTON PARISH SCHOOL DIST |
| ST BERNARD PARISH SCHOOL DIST | WEBSTER PARISH SCHOOL DIST |
| ST CHARLES PARISH PUBLIC SD | WEST BATON ROUGE PARISH SD |
| ST HELENA PARISH SCHOOL DIST | WEST CARROLL PARISH SCH DIST |
| ST JAMES PARISH SCHOOL DIST | WEST FELICIANA PARISH SCH DIST |
| ST JOHN THE BAPTIST PARISH SD | WINN PARISH SCHOOL DISTRICT |
| ST LANDRY PARISH SCH DIST | CITY OF BAKER SCHOOL SYSTEM |
| ST MARTIN PARISH SCHOOL DIST | ZACHARY COMMUNITY SCHOOL DIST |
| ST MARY PARISH SCHOOL DISTRICT | RECOVERY SCHOOL DISTRICT |
| ST TAMMANY PARISH SCH DISTRICT | CENTRAL COMMUNITY SCHOOL DIST |
| TANGIPAHOA PARISH SCHOOL DIST | JEFFERSON PARISH-REG NETWORK 1 |
| TENSAS PARISH SCHOOL DISTRICT | JEFFERSON PARISH-REG NETWORK 2 |
| TERREBONNE PARISH SCHOOL DIST | JEFFERSON PARISH-REG NETWORK 3 |
| UNION PARISH SCHOOL DISTRICT | JEFFERSON PARISH-TRANS NETWORK |
| VERMILION PARISH SCHOOL DIST | JEFFERSON PARISH-PAR SCHOOL DIST />
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| WEST FELICIANA PARISH SCH DIST | ZACHARY COMMUNITY SCHOOL DIST |
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| CITY OF BAKER SCHOOL SYSTEM | ZACHARY COMMUNITY SCHOOL DIST |
| ZACHARY COMMUNITY SCHOOL DIST | RECOVERY 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
- GREtna CAREER 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

- 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-Acadia
- 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-FL PARISHES
- 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-NATCHITOCHES
LOUISIANA TECH CLG-NO CENTRAL
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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 ORLEANS
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-FRANKLIN
NORTHEASTERN ST UNIV-NURSING
ALEXANDRIA ACADEMY BEAUTY CULTURE
AVEDA INSTITUTE-LAFAYETTE
BAT ROUGE GEN MED SCH NURSING
CAREER TECHNICAL CLG-SHREVEPORT
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
TOURO INFIRARY
OCHSNER FOUNDATION HOSPITAL
MED CENTER OF LOUISIANA
NORTH OAKS MED CENTER
DELGAO CMTY CLG-SLIDEII
VETERANS ADMIN MEDICAL CTR
REMINGTON COLLEGE-SHREVEPORT
VIRGINIA COLLEGE-BATON ROUGE
DUPLICHAII 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 FELLS 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

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WARREN TOWNSHIP
CITY OF PLAINFIELD
BOROUGH OF NORTH PLAINFIELD
CITY OF RAHWAY
CLARK TOWNSHIP
BOROUGH OF ROSELAND
BOROUGH OF WATCHUNG
BOROUGH OF RUTHERFORD
LYNCHBURG 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
WOODBRIDGE 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
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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 RIDGEWOLD
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
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BOROUGH OF WESTWOOD
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BOROUGH OF OLD TAPPAHAN
WASHINGTON TOWNSHIP
BOROUGH OF WOODCLIFF LAKE
BOROUGH OF RED BANK
BOROUGH OF SHERWOODSBURY
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
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BOROUGH OF EATONTOWN
SHERWOODSBURY TOWNSHIP
BOROUGH OF TINTON FALLS
BOROUGH OF ENGLESHAMPTON
MANALAPAN TOWNSHIP
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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
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ABERDEEN TOWNSHIP
BOROUGH OF MATAWAN
MIDDLETOWN TOWNSHIP
BOROUGH OF MONMOUTH BEACH
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NEPTUNE TOWNSHIP
OCEAN TOWNSHIP
BOROUGH OF OCEANPORT
BOROUGH OF RUMSON
BOROUGH OF SEA BRIGHT
BOROUGH OF SPRING LAKE
BOROUGH OF SPRING LAKE HEIGHTS
BOROUGH OF WEST LONG BRANCH
TOWN OF DOVER
BOROUGH OF VICTORY GARDENS
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BOROUGH OF FLORHAM PARK
LONG HILL TOWNSHIP
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BOROUGH OF MADISON
BOROUGH OF MENDHAM
BOROUGH OF MORRIS PLAINS
MORRIS TOWNSHIP
TOWN OF MORMISTOWN
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
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WOODLAND TOWNSHIP
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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
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PENNSVILLE TOWNSHIP
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QUINTON TOWNSHIP
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DELran 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
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WOOLWICH TOWNSHIP
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LITTLE EGG HARBOR TOWNSHIP
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**Counties in New Jersey including but not limited to:**

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### 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 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 DIST
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 SCH DIST
LINDENWOLD SCHOOL DISTRICT
MAGNOLIA PUBLIC SCH DIST
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 DIST
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
WILLOWOOD 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 FELLS 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
SWEDESBORO 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
DELAVARE TWP SCHOOL DISTRICT
DELAVARE 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
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WASHINGTON TWNP SCHOOL DISTRICT
WEST MORRIS REG HIGH SCH DIST
WHARTON SCHOOL DISTRICT
BAY HEAD SCHOOL DISTRICT
BEACH HAVEN SCHOOL DISTRICT
BERKELEY TWNP SCHOOL DISTRICT
BRICK TWNP SCHOOL DISTRICT
CENTRAL REG SCHOOL DISTRICT
EAGLESWOOD TWNP ELEM SD
ISLAND HEIGHTS SCH DIST
JACKSON TWNP SCHOOL DISTRICT
LACEY TWNP SCHOOL DISTRICT
LAKEHURST SCHOOL DISTRICT
LAKEWOOD PUBLIC SCHOOLS
LAVALLETTETE BOROUGH SCH DIST
LITTLE EGG HARBOR TWNP SCH DIST
LONG BEACH ISLAND SCH DIST
MANCHESTER TWNP SCHOOL DISTRICT
OCEAN CO VOC TECH SCH DIST
OCEAN GATE SCHOOL DISTRICT
OCEAN TWNP SCHOOL DISTRICT
PLUMSTED TWNP SCHOOL DISTRICT
POINT PLEASANT BEACH SCH DIST
POINT PLEASANT SCHOOL DIST
SEASIDE HEIGHTS SCH DISTRICT
SOUTHERN REGIONAL SCH DIST
STAFFORD TWNP SCHOOL DISTRICT
TOMS RIVER REGIONAL SCH DIST
TUCKERTON SCHOOL DISTRICT
BARNEGAT TWNP SCHOOL DISTRICT
BLOOMINGDALE SCHOOL DISTRICT
CLIFTON SCHOOL DISTRICT
HALEDON PUBLIC SCHOOLS
HAWTHORNE PUBLIC SCHOOLS
LAKELAND REG HIGH SCHOOL DIST
LITTLE FALLS TWNP 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
WANÅQUE SCHOOL DISTRICT
WAYNE TWNP PUBLIC SCHOOLS
WEST MILFORD TWNP SCHOOL DIST
WOODLAND PARK PUBLIC SCHOOLS
ALLOWAY TWNP SCHOOL DISTRICT
ELSIMBORO TWNP SCHOOL DISTRICT
LOWER ALLOWAYS CREEK SCH DIST
MANNINGTON TWNP SCHOOL DISTRICT
OLDMANS TWNP SCHOOL DISTRICT
PENNS GROVE CARNEY PT REG SD
PENNSVILLE SCHOOL DISTRICT
PITTSGROVE TWNP SCHOOL DISTRICT
QUINTON TWNP SCHOOL DISTRICT
SALEM CITY SCHOOL DISTRICT
UPPER PITTSGROVE SCH DIST
WOODSTOWN PILESGROVE REG SD
BEDMINSTER TWNP SCHOOL DISTRICT
BERNARTSD TWNP SCHOOL DISTRICT
SOMERSET HILLS SCHOOL DIST
BOUND BROOK SCHOOL DISTRICT
BRANCHBURG TWNP SCHOOL DISTRICT
BRIDGEWATER RARITAN REG SD
FRANKLIN TWNP PUBLIC SCH DIST
GREEN BROOK TWNP SCH DIST
HILLSBOROUGH TWNP SCHOOL DIST
MANVILLE SCHOOL DISTRICT
MONTGOMERY TWNP SCHOOL DISTRICT
NORTH PLAINFIELD PUB SCH DIST
SOMERSET CO VOC SCHOOL DIST
SOMERVILLE PUBLIC SCH DIST
SOUTH BOUND BROOK SCHOOL DIST
WARREN TWNP SCHOOL DIST
WATCHUNG BOROUGH SCH DIST
WATCHUNG HILLS REGIONAL HSD
ANDOVER REG SCHOOL DISTRICT
BYRAM TWNP SCHOOL DISTRICT
FRANKFORD TWNP SCHOOL DISTRICT
FRANKLIN BOROUGH SCH DIST
FREDON TWNP SCHOOL DISTRICT
GREEN TWNP SCHOOL DISTRICT
HAMBURG PUBLIC SCH DIST
HAMPTON TWNP SCHOOL DIST
HARDYSTON TWNP SCHOOL DIST
HIGH POINT REG HIGH SCH DIST
HOPATCONG BOROUGH SCH DIST
LAFAYETTE TWNP SCHOOL DIST
MONTAGUE SCHOOL DISTRICT
NEWTON SCHOOL DISTRICT
OGDENSBURG PUBLIC SCHOOL DIST
SANDYSTON-WALPACK SCHOOL DIST
SPARTA TWNP SCHOOL DISTRICT
STANHOPE SCHOOL DISTRICT
STILLWATER TWNP SCHOOL DIST
SUSSEX WANTAGE REG SCH DIST
VERNON TWNP PUB SCH DISTRICT
BERKELEY HEIGHTS PUBLIC SD
CLARK TWNP SCHOOL DISTRICT
CRANFORD PUBLIC SCHOOL DIST
ELIZABETH SCHOOL DISTRICT
GARWOOD SCHOOL DISTRICT

110 of 164
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**Higher Education in New Jersey including but not limited to:**

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CALDWELL COLLEGE
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RUTGERS UNIVERSITY
SETON HALL UNIVERSITY
ESSEX COUNTY COLLEGE-NEWARK
ROWAN UNIVERSITY-GLASSBORO
GLOUCESTER COUNTY COLLEGE
NEW JERSEY CITY UNIVERSITY
SAINT PETERS UNIVERSITY
STEVE'S INST OF TECHNOLOGY
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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
DREU 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-GARRETT 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-INGLEWOOD CLIFFS
CAMDEN CMTY COLLEGE-CAMDEN
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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 HUDS
ESSEX COUNTY COLLEGE-W ESSEX
HOHOKUS SCH OF BUS/MEDICAL SCI
ACAD OF MASSAGE THERAPY
LINCOLN TECH INST-EDISON
LINCOLN TECH INST-MORREESTOWN
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
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BERLITZ INTERNATIONAL INC
UMDNJ SCH OF PUB HLTH-NEWARK
UMDNJ SCH OF PUB HLTH-PICA/ NB
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ANTHEM INSTITUTE-PARSIPPANY
PENCO 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 NURSING
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 MEDICINE CENTER
FAMILY MED CTR-MONUMENT SQ
PHILLIPS BARBER HEALTH CTR
HUNTERDON MEDICAL CENTER
RARITAN BAY MEDICAL CTR
INGLEWOOD 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
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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
VILLAGE OF ARDSLEY
TOWN OF NORTH CASTLE
TOWN OF BEDFORD
TOWN OF SOUTHEAST
VILLAGE OF BREWSTER
VILLAGE OF BRIARCLIFF MANOR
VILLAGE OF BUCHANAN
TOWN OF KENT
TOWN OF NEW CASTLE
TOWN OF PHILIPSTOWN
VILLAGE OF NELSONVILLE
VILLAGE OF COLD SPRING
VILLAGE OF CROTON ON HUDSON
VILLAGE OF DOBBS FERRY
VILLAGE OF ELMSFORD
TOWN-VILLAGE OF HARRISON
VILLAGE OF IRVINGTON
VILLAGE OF LARCHMONT
TOWN OF CARMEL
VILLAGE OF MAMARONECK
TOWN OF MAMARONECK
VILLAGE OF MOUNT KISCO
TOWN OF MOUNT KISCO
CITY OF MOUNT VERNON

TOWN OF NORTH SALEM
VILLAGE OF OSSINING
TOWN OF OSSINING
CITY OF PEEKSKILL
TOWN OF CORTLANDT
VILLAGE OF PLEASANTVILLE
VILLAGE OF RYE BROOK
TOWN OF RYE
VILLAGE OF PORT CHESTER
TOWN OF POUND RIDGE
TOWN OF PUTNAM VALLEY
CITY OF RYE
VILLAGE OF SCARSDALE
TOWN OF SOMERS
TOWN OF LEWISBORO
VILLAGE OF SLEEPY HOLLOW
VILLAGE OF TARRYTOWN
TOWN OF MOUNT PLEASANT
TOWN OF YORKTOWN
CITY OF WHITE PLAINS
TOWN OF GREENBURGH
CITY OF YONKERS
VILLAGE OF HASTINGS ON HUDSON
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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 RAVEN  
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 PITTS TOWN  
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 GLENVILLE  
CITY OF SCHENECTADY  
TOWN OF ROTTERDAM  
TOWN OF PRINCETOWN  
TOWN OF NISKAYUNA  
CITY OF KINGSTON  
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TOWN OF ROCHESTER  
TOWN OF HARDENBURGH  
TOWN OF ASHLAND  
TOWN OF CAIRO  
TOWN OF CATSKILL  
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TOWN OF DURHAM  
TOWN OF WAWARSING  
VILLAGE OF ELLENVILLE  
VILLAGE OF FLEISCHMANNS  
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 ROSEDALE
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
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FRANKLINVILLE CTL SCH DISTRICT
GOWANDA CENTRAL SCHOOL DIST
HINSDALE CENTRAL SCHOOL DIST
RANDOLPH ACADEM. 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 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 SCH DIST
FORESTVILLE CENTRAL SCH DIST
FREDONIA CENTRAL SCHOOL DIST
FREWSBURG CENTRAL SCHOOL DIST
JAMESTOWN CITY SCHOOL DIST
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 DIST
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 DIST
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 SCH 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
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 HALFMΟON SCHOOL DIST
DUANESBURG CENTRAL SCH DIST
MOHONASEN CENTRAL SCH DIST
NISKAYUNA CENTRAL SCH DISTRICT
SCHAMONT CENTRAL SCH DISTRICT
SCHENECTADY CITY SCHOOL DIST
SCOTIA GLENVILLE CTL SCH DIST
COBLESKILL RICHMONDVILLE SD
GILBOA-CONESVILLE CENTRAL SD
JEFFERSON CENTRAL SCH DIST
MIDDLETOWN CENTRAL SCH DIST
SCHOHARIE CENTRAL SD
SHARON SPRINGS CTL SD
ODESSA MΟΝTOUR 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
PRATTSTOWN CENTRAL SCH DIST
WAYLAND-COHOCΤON 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
CONNETquot 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 HOΟLD UNION FREE SCH DIST
SOUTH HUNTINGTON UNION FREE SD
EASTPORT-SOUTH MANOR CTRL SD
SOUTHAMPTON UNION FREE SD
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
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FALLSBURG CENTRAL SCHOOL DIST
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LIBERTY CENTRAL SCHOOL DIST
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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 ETten 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
CROTTON-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
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**Higher Education in New York including but not limited to:**

- Sanford Brown Inst-New York
- Sanford Brown Inst-White Plain
- Berk Trade/Business School
- Branson 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
- 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 ROCHELLE 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-SOUTHTOWN
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
MIRER 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
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 INFIRMIARY
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 ETten HOSPITAL
MONTefiore MEDICAL CTR
ABRAHAM JACobi HOSPITAL
BRONX LEBANON HOSPITAL
MONTefiore MED CTR MOSES
MONROE COMMUNITY HOSPITAL
CANAANDAIGUA 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 HOPPER 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
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 - 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 AURORA
CANBY CITY HALL
BARLOW CITY HALL
CASCADE LOCKS CITY HALL
CITY OF CLATSKANIE
CITY OF COLUMBIA CITY
CITY OF DONALD
CITY OF DUFUR
CITY OF ESTACADA
CITY OF FAIRVIEW
CITY OF GERVAIS
CITY OF GLADSTONE
CITY OF GRASS VALLEY
CITY OF GRESHAM
CITY OF HOOD RIVER
CITY OF HUBBARD
CITY OF LAKE OSWEGO
CITY OF RIVERGROVE
CITY OF MAUPIN
CITY OF MOLALLA
CITY OF MORO
CITY OF MOSIER
CITY OF OREGON CITY
CITY OF RAINIER
CITY OF PRESCOTT
CITY OF RUFUS
CITY OF SAINT HELENS
CITY OF SANDY
CITY OF SCAPPOOSE
CITY OF SHANIKO
CITY OF THE DALLES
CITY OF WOOD VILLAGE
CITY OF TROUTDALE
CITY OF TUALATIN
CITY OF VERNONIA
CITY OF WASCO
CITY OF WEST LINN
CITY OF WILSONVILLE
CITY OF WOODBURN
CITY OF BEAVERTON
CITY OF HAPPY VALLEY
CITY OF DAMASCUS
CITY OF AMITY
ASTORIA CITY HALL
BANKS CITY HALL
CITY OF BAY CITY
CANNON BEACH CITY HALL
CARLTON CITY HALL
CITY OF CORNELIUS
CITY OF DAYTON
CITY OF DUNDEE
CITY OF FOREST GROVE
CITY OF GARIBALDI
CITY OF GASTON
CITY OF HILLSBORO
CITY OF LAFAYETTE
CITY OF MCMINNVILLE
CITY OF MANZANITA
CITY OF NEHALEM
CITY OF NEWBERG
CITY OF NORTH PLAINS
CITY OF ROCKAWAY BEACH
CITY OF SAINT PAUL
CITY OF GEARHART
CITY OF SEASIDE
CITY OF SHERWOOD
CITY OF TILLAMOOK
CITY OF WARRENTON
CITY OF WHEELER
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<th>City Name</th>
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<tr>
<td>CITY OF CULVER</td>
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<td>CITY OF PRINEVILLE</td>
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<td>ATHENA CITY HALL</td>
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<td>BOARDMAN CITY HALL</td>
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<td>CITY OF HERMISTON</td>
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<td>TOWN OF LEXINGTON</td>
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<td>CITY OF IRRIGON</td>
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<tr>
<td><strong>Counties in Oregon including but not limited to:</strong></td>
<td><strong>Counties in Oregon including but not limited to:</strong></td>
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<tr>
<td>HOOD RIVER COUNTY</td>
<td>DOUGLAS COUNTY</td>
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<td><strong>K-12 in Oregon including but not limited to:</strong></td>
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<tr>
<td>BAKER SCHOOL DISTRICT 5J</td>
<td>HUNTINGTON SCHOOL DISTRICT 16J</td>
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<td>BURNT RIVER SCHOOL DIST 30J</td>
<td>PINE EAGLE SCHOOL DISTRICT 61</td>
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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
PENDEROSE SCHOOL DISTRICT 21
SHERMAN CO SCHOOL DISTRICT
NESTUCCAA 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
MARYHURST 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

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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-SYLVAHARMONY
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-PORLAND
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 CMTY 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
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
School districts in South Carolina including but not limited to:

ABBEVILE 60, SC  BAMBERRY 02, SC  CHESTER 01, SC
AILEN 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
BAMBERRY 01, SC  CHEROKEE 01, SC  DILLON 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 University, 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
- Spartanburg 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:

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TOWN OF JUNCTION  CITY OF PANGUITCH
TOWN OF BIG WATER  TOWN OF PARAGONAH
CITY OF KANAB  TOWN OF ROCKVILLE
TOWN OF KANARRAVILLE  CITY OF SANTA CLARA
TOWN OF KOOSHAREM  TOWN OF SPRINGDALE
CITY OF LA VERKIN  CITY OF SAINT GEORGE
TOWN OF LEEDS  CITY OF TOQUERVILLE
TOWN OF LOA  TOWN OF TORREY
CITY OF LYMAN  TOWN OF TROPIC
CITY OF MARYSVALE  TOWN OF VIRGIN
CITY OF MILFORD  CITY OF WASHINGTON
TOWN OF MINERSVILLE  CITY OF HILDALE
TOWN OF CENTRAL VALLEY  CITY OF MONROE

Counties in Utah including but not limited to:
SUMMIT COUNTY  GRAND COUNTY
DUCHESNE COUNTY  SAN JUAN COUNTY
DAVIS COUNTY  UTAH COUNTY
WASATCH COUNTY  MILLARD COUNTY
DAGGETT COUNTY  SANPETE COUNTY
MORGAN COUNTY  JUAB COUNTY
RICH COUNTY  SEVIER COUNTY
TOOELE COUNTY  BEAVER COUNTY
UINTAH COUNTY  PIUTE COUNTY
SALT LAKE COUNTY  KANE COUNTY
BOX ELDER COUNTY  WAYNE COUNTY
CACHE COUNTY  GARFIELD COUNTY
WEBER COUNTY  IRON COUNTY
CARBON COUNTY  WASHINGTON COUNTY
EMERY COUNTY

K-12 in Utah including but not limited to:
BEAVER CO SCHOOL DISTRICT  JORDAN SCHOOL DISTRICT
BOX ELDER CO SCHOOL DISTRICT  MURRAY CITY SCHOOL DISTRICT
CACHE CO SCHOOL DISTRICT  SALT LAKE CITY SCHOOL DISTRICT
LOGAN CITY SCHOOL DISTRICT  SAN JUAN SCHOOL DISTRICT
CARBON CO SCHOOL DISTRICT  NORTH SANPETE SCHOOL DISTRICT
DAGGETT SCHOOL DISTRICT  SOUTH SANPETE SCHOOL DISTRICT
DAVIS SCHOOL DISTRICT  SEVIER SCHOOL DISTRICT
DUCHESNE CO SCHOOL DISTRICT  NORTH SUMMIT SCHOOL DISTRICT
EMERY CO SCHOOL DISTRICT  PARK CITY SCHOOL DISTRICT
GARFIELD CO SCHOOL DISTRICT  SOUTH SUMMIT SCHOOL DISTRICT
GRAND CO SCHOOL DISTRICT  TOOELE CO SCHOOL DISTRICT
IRON CO SCHOOL DISTRICT  UINTAH SCHOOL DISTRICT
JUAB SCHOOL DISTRICT  ALPINE SCHOOL DISTRICT
TINTIC SCHOOL DISTRICT  NEBO SCHOOL DISTRICT
KANE CO SCHOOL DISTRICT  PROVO CITY SCHOOL DISTRICT
MILLARD SCHOOL DISTRICT  WASATCH CO SCHOOL DISTRICT
MORGAN CO SCHOOL DISTRICT  WASHINGTON CO SCHOOL DISTRICT
PIUTE CO SCHOOL DISTRICT  WAYNE CO SCHOOL DISTRICT
RICH CO SCHOOL DISTRICT  OGDEN CITY SCHOOL DISTRICT
GRANITE SCHOOL DISTRICT  WEBER SCHOOL DISTRICT
CANYONS SCHOOL DISTRICT

Higher Education in Utah including but not limited to:

- BRIDGERLAND APPLIED TECH CLG
- BRIDGERLAND APPLIED TECH CLG
- MYOTHERAPY COLLEGE OF UTAH
- UNIV OF UTAH LAW SCHOOL
- UNIV OF UTAH MEDICAL SCHOOL
- BRIDGERLAND APPLIED TECH CLG
- ODGEN-WEBER APPLIED TECH CLG
- UTAH STATE UNIVERSITY
- COLLEGE OF EASTERN UTAH
- SOUTHERN UTAH UNIVERSITY
- LDS BUSINESS CLG
- UNIVERSITY OF UTAH
- WESTMINSTER COLLEGE
- UTAH VALLEY UNIVERSITY
- SNOW COLLEGE
- BRIGHAM YOUNG UNIV-PROVO
- DIXIE STATE COLLEGE OF UTAH
- STEVENS HENAGER CLG-PROVO
- WEBER STATE UNIVERSITY
- STEVENS HENAGER CLG-OGDEN
- SALT LAKE CMTY CLG-REDWOOD
- UNIV OF PHOENIX-MURRAY
- UNIV OF PHOENIX-PLEA GROVE
- BYU CLARK SCHOOL OF LAW
- SALT LAKE CMTY CLG-SOUTH CITY
- UTAH SYSTEM OF HIGHER ED
- EVEREST CLG-SALT LAKE
- PROVO COLLEGE-PROVO
- ITT TECHNICAL INST-MURRAY
- GEORGE WYTHE COLLEGE
- SALT LAKE CMTY CLG-JORDAN
- SALT LAKE CMTY CLG-MILLER
- AMERITECH COLLEGE-PROVO
- AMERITECH COLLEGE-DRAPER
- BROADVIEW UNIV-WEST JORDAN
- VISTA COLLEGE-ONLINE
- DAVIS APPLIED TECHNOLOGY CLG
- UTAH CLG OF MASSAGE THER-SALT
- BON LOSEE ACADEMY
- CLG OF EASTERN UTAH-SAN JUAN
- HEALING MOUNTAIN MASSAGE SCH
- UTAH CLG OF MASSAGE THER-SL
- OGDEN INSTITUTE MASSAGE THER
- EAGLE GATE CLG-SALT LAKE
- TOOELE APPLIED TECH CLG
- UTAH VALLEY HOSPITAL
- SALT LAKE CMTY CLG-JORDAN
- STEVENS HENAGER CLG-MURRAY
- SNOW COLLEGE-RICHHIELD
- NEUMONT UNIVERSITY
- MCKAY DEE HOSPITAL CENTER
- ORTHO SPECIALTY HOSPITAL
- SHRINERS HOSPITAL
- ST MARKS FAMILY PRACTICE
- UTAH VALLEY HOSPITAL
- ST MARKS HOSPITAL
- VETERANS ADMIN MED CENTER
- LDS HOSPITAL
- UNIV UTAH HOSPITAL
- BROADVIEW UNIV-LAYTON
- LOGAN INSTITUTE OF RELIGION
- WESTERN GOVERNORS UNIV-UTAH
- FORTIS COLLEGE-SALT LAKE CITY
- SOUTHWEST APPLIED TECH CLG
- STEVENS HENAGER CLG-LAYTON
- ROCKY MT UNIV OF HLTH PROF
- UTAH STATE UNIV-TOOELE
- BROADVIEW UNIV-OREM
- 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
Cities, Towns, Villages, and Boroughs in Washington including but not limited to:

AUBURN CITY HALL  
CITY OF ALGONA  
TOWN OF HUNTS POINT  
YARROW POINT CITY HALL  
CITY OF CLYDE HILL  
TOWN OF BEAUX ARTS VILLAGE  
BELLEVUE CITY HALL  
BLACK DIAMOND CITY HALL  
BOTHELL CITY HALL  
MILL CREEK CITY HALL  
CITY OF CARNATION  
CITY OF DUVAL  
EDMONDS CITY HALL  
WOODWAY CITY HALL  
EUNUMCLAWS CITY HALL  
CITY OF ISSAQUAH  
KENMORE CITY HALL  
CITY OF KENT  
KIRKLAND CITY HALL  
BRIER CITY HALL  
MAPLE VALLEY CITY HALL  
CITY OF MEDINA  
MERCER ISLAND CITY HALL  
COVINGTON CITY HALL  
MOUNTLAKE TERRACE CITY HALL  
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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
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
KLIKKTAT COUNTY
COWLITZ COUNTY
SKAMANIA COUNTY
CLARK COUNTY
CHELAN COUNTY
GRANT COUNTY
OKANOGAN COUNTY
DOUGLAS COUNTY
YAKIMA COUNTY
KITTITAS COUNTY
WHITMAN COUNTY
STEvens COUNTY
LINCOLN COUNTY
PEND OREILLE COUNTY
FERRY COUNTY
ADAMS COUNTY
SPOKANE COUNTY
FRANKLIN COUNTY
COLUMBIA COUNTY
GARFIELD COUNTY
BENTON COUNTY
WAHHIAKUM COUNTY
KLICKITAT COUNTY
COWLITZ COUNTY
SKAMANIA 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
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GREEN MOUNTAIN SCHOOL DIST 103
HOCKINSON SCHOOL DISTRICT 98
LA CENTER SCHOOL DISTRICT 101
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KALAMA SCHOOL DISTRICT 402
KELSO SCHOOL DISTRICT 458
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BRIDGEPORT SCHOOL DISTRICT 75
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INCHELIUM SCHOOL DISTRICT 70
ORIENT SCHOOL DISTRICT 65
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KAHLOTUS SCHOOL DISTRICT 56
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PASCO SCHOOL DISTRICT 1
POMEROY SCHOOL DISTRICT 110
COULEE-HARTLINE SCH DIST 151
EPHRATA SCHOOL DISTRICT 165
GRAND COULEE DAM SD 301-J
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QUINCY SCHOOL DISTRICT 144-101
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SOUTH KITSAP SCHOOL DIST 402
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KITTITAS SCHOOL DISTRICT 403
THORP SCHOOL DISTRICT 400
BICKLETON SCHOOL DISTRICT 203
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ORCAS ISLAND SCHOOL DIST 137
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FERNDALE SCHOOL DISTRICT 502
LYNDEN SCHOOL DISTRICT 504
MERIDIAN SCHOOL DISTRICT 505
MT BAKER SCHOOL DISTRICT 507
NOOKSACK VALLEY SCHOOL DIST 506
COLFAX SCHOOL DISTRICT 300
COLTON SCHOOL DISTRICT 306
ENDICOTT SCHOOL DISTRICT 308
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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
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ZILLAH SCHOOL DISTRICT 205
STEHEKIN SCHOOL DISTRICT 69
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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

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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-WAHKIPIKUM COUNCIL OF GOVERNMENTS
WASHINGTON - PUGET SOUND REGIONAL COUNCIL
WASHINGTON - PUGET SOUND CLEAN AIR AGENCY
WASHINGTON - ESTATEGOV 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 LOUISIANA, DEPARTMENT OF EDUCATION
STATE OF LOUISIANA