

**EAST BATON ROUGE PARISH SHERIFF'S OFFICE
P. O. BOX 3277
BATON ROUGE, LA 70821**

BID #997 (12/17)

SPECIFICATIONS AND BID FORMS FOR: TISSUE PAPER

Sealed bids will be received until 10:00 a.m., Thursday, December 21, 2017 in room 258 at the East Baton Rouge Parish Sheriff's Office, Governmental Building, 222 St. Louis St., Baton Rouge, La 70801 for **Tissue Paper**. All bids shall be submitted in a sealed envelope clearly marked "**Sealed Bid for Tissue Paper.**"

The bid prices shall be valid for all quantities required for a period beginning December 21, 2017 and ending June 30, 2018. At the option of the Sheriff's Office, this bid may be extended for a period of two (2) year ending June 30, 2020 at the same prices.

There is no guaranteed minimum or maximum on any item on this bid. Items are ordered on an "as needed" basis.

Bid prices shall include delivery to the East Baton Rouge Parish Prison Laundry Room, 2867 Brig. Gen. Isaac Smith Blvd., Baton Rouge, La. 70807. Inside delivery is required.

Samples may be required by the Sheriff's Office prior to award of bid.

This bid will be awarded based on the bid price of all items specified below.

Bidder shall attach warranty information to this bid.

A Bid is being requested on the following or equivalent to:

- Bath Tissue Paper
- 2ply
- 96 per case
- 500 sheets per roll

Instructions to Bidders

State Contract # 4400013329

ATLAS 276 - APM-276* OPTIONS ARE AVAILABLE
PK 96/500 2PI4 CASE TO RENEW*

Unit Bid Price 22.08 Total Bid Price 22.08

Delivery 1 to 2 DAYS AFTER ORDER IS PLACED.

In accordance with the provisions of Title 38:2251 et seq., preference is hereby given to materials, supplies or equipment which are manufactured, processed, produced or assembled in Louisiana, quality being equal to other materials, supplies or equipment offered by companies outside of the State of Louisiana.

Do you claim this preference? YES ☐ NO ☒

Specify location within Louisiana where this product is manufactured, processed, produced or assembled.

N/A

Have you attached the qualifying letter according to the requirements of the INSTRUCTIONS TO BIDDERS? YES ☐ NO ☒

Specify each item that you are claiming a preference on N/A

Bidders are hereby advised that the accompanying document entitled "INSTRUCTIONS TO BIDDERS" is an integral part of this request for bids. Bidders should be aware of all provisions in this document.

"Official Bid Documents are available at Central Bidding. Electronic Bids are accepted at Central Bidding. Central Bidding can be accessed at www.centralbidding.com. For questions related to the electronic bidding process, please call Central Bidding at 225-810-4814."

Legal Company and Paper Supplies LLC

Name: Economical Janitorial Date: 12/18/2017

Individual: Surie Migliore Signature: Surie Migliore

Title: PRESIDENT Phone Number: 504-464-7166 x3110

Mailing Address: P.O. Box 33607 New Orleans, LA 70183-3607

East Baton Rouge Parish Sheriff's Office
Instructions to Bidders

Instructions to Bidders

Article 1 – Bid Security

In certain instances, the Sheriff's Office may require bidders to furnish bid security. Any bidder not furnishing bid security, when required, may cause rejection of his bid. The successful bidders' bid security will be retained until he has entered into a satisfactory contract. The Owner reserves the right to hold the certified checks, cashier's checks, money orders or bid bonds of the three lowest bidders until the successful bidder has entered into a contract.

If a bid bond is used, it shall be written by a surety or insurance company currently on the U. S. Office of the Treasury Financial Management Service list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A-Rating in the latest printing of the A. M. Best's Key Rating Guide to write individual bonds up to ten percent of the policyholders' surplus as shown in the A.M. Best's Key Rating Guide. The bid bond shall be issued by a company licensed to do business in Louisiana and countersigned by a person who is under contract with the surety company or bond issuer as a licensed agent in this state and who is residing in this state.

Notwithstanding the aforesaid, in the event that a bidder furnishes a bid bond which does not fully comply with the provisions of this Article, but which is otherwise a legally valid and enforceable bond, the Sheriff's Office may allow such bidder to amend his bid bond following the opening of bids in order to bring the bond in conformity with the requirements of this Article and/or requirements of LA. R. S. 38:2218, or may permit the bidder to substitute other bid security in place of the bid bond submitted.

Should the East Baton Rouge Parish Sheriff's Office make an award to a vendor who refuses to enter into a contract, the bid bond, money order or checks shall be forfeited to the East Baton Rouge Parish Sheriff's Office as liquidated damages.

Agents signing bonds shall type their name and license number below their respective signature.

When bid security is not required, and the successful bidder fails to perform (deliver) on awarded bid, the Sheriff's Office shall declare the bidder in default. The Sheriff's Office shall then have the option to either award the bid to the next lowest responsible bidder, or to reject all bids as deemed in the best public interest. Should the Sheriff's Office opt to readvertise for bids, the defaulting bidder shall be precluded from submitting a bid.

Article 2 – Power of Attorney

Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond, a certified and effectively dated copy of their power of attorney.

Article 3-- Brand Name Specifications

Whenever brand names are used, they are used only to denote the quality standard of product desired. The Sheriff's Office does not restrict vendors to the specific brand, make, manufacturer or specification named; they are used only to set forth and convey to prospective vendors the general style, type, character and quality of product desired; equivalent products will be acceptable. Vendors must provide sufficient literature, brochures, etc. to prove quality.

Instructions to Bidders

Vendors are asked to list any exceptions to specifications. Brochures or other literature submitted will determine whether the item quoted upon actually meets all specifications.

Article 4 – Taxes

In accordance with Act 1029 of 1991, the East Baton Rouge Parish Sheriff's Office is exempt from state and local taxes.

Article 5 – Cancellation of Contract

In the event of unsatisfactory services by the contractor under this contract, the Sheriff's Office will have the option to cancel the contract with a thirty (30) day written notice to the contractor. In the event of termination of said contract, all obligations of either party under this contract cease.

Article 6 – Printed Form for Bid

The bid form invites bids on definite plans and specifications. Only the amounts and information called for on the bid form furnished will be considered as the bid. Each bidder shall bid upon the work exactly as specified and as provided in the bid.

Bids should be clearly and legibly filled out in ink and/or typewritten and must contain the signature or facsimile thereof of the bidder or an authorized representative. The Sheriff's Office shall have the right to reject any bid in the event that it is unable to reasonably determine the information and quotations supplied by the bidder as a result of the manner and method by which the bidder has completed the bid form.

Any proposed vendor contract or scope of work must be made part of your bid package. Failure to include these documents may result in the disqualification of your bid.

Article 7 – Delivery

Failure to insert delivery days, when called for on the quotation form, may be cause for rejection of the bid.

Article 8 – Louisiana Preference

In accordance with the provisions of LA R.S. 38:2251 et. Seq., preference is hereby given for materials, supplies or equipment which are manufactured, processed, produced or assembled in Louisiana, quality being equal to other materials, supplies or equipment offered by competitors outside of the State of Louisiana. However, the Sheriff's Office can only make a full and proper determination of bidder's entitlement of a preference based upon a consideration of all pertinent information related to the claim. Accordingly, in order that the Sheriff's Office can fairly evaluate a bidder's claim for a preference, it shall be the bidder's duty and responsibility to supply the Sheriff's Office with the following declarations and information when submitting a bid, which claims entitlement to a preference:

1. The bidder shall affirmatively indicate that it desires and is entitled to be considered for a preference.
2. The bidder shall specify which items it is claiming a preference for and specify the location in Louisiana where the product(s) for which it is claiming a preference are manufactured or produced; and
3. The bidder shall attach to the bid form a written letter setting forth in detail why it is entitled to be granted a preference, including, but not limited to, describing how its products are produced or manufactured and describing the specific process which qualifies it for a preference.
4. The bidder shall comply with all provisions of LA R.S. 38:2251 et. Seq.

Instructions to Bidders

5. Any bidder who fails to comply with each and every one of the requirements set forth herein above shall be deemed to have waived its right to be considered for a preference, and such bid shall be considered as though no preference was available to the bidder.

The cost of the Louisiana products must not exceed the cost of other materials, supplies, or equipment which are manufactured, processed, produced, or assembled outside the state by more than the percentage allowed in LA R.S. 38:2251 et Seq.

Article 9 – Erasures

Bidders should avoid making erasures, delineation's and other corrections on bids, since such may make it difficult for the Sheriff's Office to ascertain the information contained in the bid. In the event that a bidder must make such corrections to a bid, the corrections shall be initialed by vendor and made in such a manner that the information contained on the bid form can be fairly and reasonably discerned and ascertained by the Sheriff's Office. The Sheriff's Office shall have the right to reject any bid in the event that it is unable to reasonably determine the information and quotations supplied by the bidder therein.

Article 10 – Prices

Prices are to include the furnishing of all materials, plant, equipment, tools, delivery, and all other facilities, and the performance of all labor services necessary or proper for the completion of the work except as may be otherwise expressly provided in the detailed specifications.

When called for on the quotation form, prices should be shown both in words and in figures. In the event of a discrepancy between the prices quoted in words and those quoted in figures, the words shall control. In the event that the bidder does not show prices in both words and in figures, the bid shall be tabulated in accordance with the form of the price provided. In case of a conflict between unit prices and the extended total price, the unit price shall govern. The Sheriff's Office reserves the right to reject any bid in the event that discrepancies in the prices quoted therein prevents the Sheriff's Office from making a fair determination of the quoted prices.

Article 11 – Understanding of Bidder

In making his bid, each bidder represents that: he has read and understands the bid documents and his bid is made in accordance herewith; his bid is based upon the specifications described in the bid documents; any and all exceptions to specifications are so noted in said documents.

Article 12 – Withdrawal of Bid

The bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) days after the bid openings.

At any time prior to the scheduled closing time for the receipt of quotations, a bidder may withdraw his quotation. After scheduled closing time for the receipt of quotations, no bidder will be permitted to withdraw his quotation, unless said award is delayed for a period exceeding thirty (30) days.

Article 13 – Submission and Opening of Bid

All bids shall be submitted to the location specified.

1. All bids shall be enclosed in a sealed envelope, which will be marked with the name and number of the bid being submitted. The bid shall be either mailed to the East Baton Rouge Parish Sheriff's Office, Purchasing Department, P. O. Box 3277, Baton Rouge, Louisiana 70821, or hand delivered to

Instructions to Bidders

the East Baton Rouge Parish Sheriff's Office Purchasing Department Room 286, 222 St. Louis Street, Baton Rouge, Louisiana 70821 (Governmental Building.)

Bids may also be submitted electronically: *** Bid related information also available on line and bids may also be submitted on line at: www.centralbidding.com**

2. The "Notice to Bidders" designates the date and time of the bid opening. Bids will be received until the stated date and time. The responsibility for timely delivery rests solely with the bidder and late bids arriving after the stated date and time will not be considered.
3. Unless otherwise advertised, bids will be called for at 10:00 A.M. and will be opened and read aloud in Room 286 on the second floor of the Governmental Building.

Article 14 – Quantities

Unless otherwise stated in the bid specifications, quantities listed are approximations only and the East Baton Rouge Parish Sheriff's Office will not be held bound to those approximate quantities. All orders will be on an "as needed" basis.

Article 15 – Option to Renew

When indicated in the bid specifications and bid form, this contract may be extended for an additional renewal period(s) of the same duration as the original contract, at the same prices and terms, at the option of the East Baton Rouge Parish Sheriff's Office and the acceptance by the contractor.

Article 16 – Bid Conference

When indicated in the bid specifications, the Sheriff's Office may conduct a pre-bid conference in order to allow prospective bidders to better familiarize themselves with the bid specifications, and the requirements of the Sheriff's Office for the items let for bid. Vendors shall be required to comply with any requirements regarding the bid, which are set forth during the pre-bid conference. In the event that the pre-bid conference has been designated as mandatory, attendance at the pre-bid conference shall be a prerequisite for the submission of a bid by the vendor. Bids from vendors who have not attended a mandatory bid conference, as required by the bid specifications, shall be returned unopened.

Article 17 – Food Purchases

With regard to bids for food and related items, the delivery dates set forth in the bid specifications shall be binding on the vendor. **The Sheriff's Office will not accept backorders for food deliveries.** Vendors who anticipate a failure to meet a required date for the delivery of food and related items shall notify the Sheriff's Office no later than 72 hours prior to the specified delivery date. In the event that a vendor is unable to make a scheduled delivery, the Sheriff's Office reserves the right to purchase the food items needed for a specified delivery date from any other vendor in a manner that is consistent with state law and which is in the best public interest.

The Sheriff's Office reserves the right to reject any and all future bids for food and related items from vendors who fail to meet the requirements of this article. Alternatively, the Sheriff's Office may require that the vendor post a bid performance bond in a form and amount that is acceptable to the Sheriff's Office prior to the acceptance of any future bids from the vendor.

ECONOMICAL JANITORIAL & PAPER SUPPLIES, L.L.C.

P.O. BOX 23607
NEW ORLEANS, LA 70183
(504) 464-7166
FAX (504) 465-9563

December 18, 2017

Special Meeting of the Board of Directors of
Economical Janitorial & Paper Supplies LLC

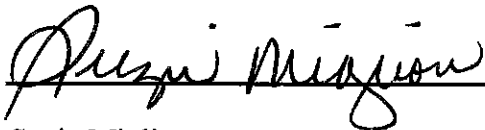
A special meeting of the Board of Directors was called on Monday, December 18, 2017
at the offices of Economical Janitorial & Paper Supplies, LLC located at:

1420 Sams Avenue
Suite F
Harahan, LA 70123

Suzie Migliore was appointed chairperson of the meeting and a waiver of notice and of
the reading of the previous meeting minutes was approved by all present which included
all directors.

The purpose of this meeting was to authorize Suzie Migliore, President of Economical
Janitorial & Paper Supplies, LLC to bid on sealed Invitation for East Baton Rouge Parish
Sheriff's Office Bid# 997 (12/17).

All present voted to authorize the above and being no further business the chairperson
adjourned the meeting.

A handwritten signature in cursive script, reading "Suzie Migliore", is written over a horizontal line.

Suzie Migliore

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/28/2016

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

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

| | | |
|---|--|-----------------------------|
| PRODUCER J Smith Lanier & Co-Lexington Powell-Walton-Milward P O Box 2030 Lexington, KY 40588 | CONTACT NAME: Brenda Stickrod | |
| | PHONE (A/C, No, Ext): 800-796-3567 | FAX (A/C, No): 859-254-8020 |
| | E-MAIL ADDRESS: bstickrod@pwm-jsl.com | |
| INSURED Economical Janitorial & Paper Supplies P. O. Box 23607 New Orleans, LA 70183 | INSURER(S) AFFORDING COVERAGE | |
| | INSURER A: Zurich American Insurance Compa | NAIC # 16535 |
| | INSURER B: Travelers Property Casualty Co. | 25674 |
| | INSURER C: | |
| | INSURER D: | |
| | INSURER E: | |
| INSURER F: | | |

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|--------------------|-----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | GLO435382705 | 01/01/2017 | 01/01/2018 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | BAP435382805 | 01/01/2017 | 01/01/2018 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| B | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000 | | ZUP91M2462216NF | 01/01/2017 | 01/01/2018 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N N N/A | WC435382605 | 01/01/2017 | 01/01/2018 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000 |

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

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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(<http://www.atlaspapermills.com/>)

GREEN HERITAGE
ARE MADE OF 100% RECYCLED FIBER



Atlas Green Heritage brand commercial tissue products carry the Green Seal certification mark of environmental responsibility to ensure customers they are choosing truly “green” products that are better for their health and the environment.

Bathroom Tissue | 2-Ply

| PRODUCT NUMBER | BRAND NAME | PRODUCT DESCRIPTION | SHEET SIZE | CASE COUNT | C |
|----------------|------------|---------------------|------------|------------|---|
|----------------|------------|---------------------|------------|------------|---|

Bathroom Tissue | 2-Ply

| | | | | |
|-------|----------------|------------|-------------|----|
| 280 | Green Heritage | 2-ply, 500 | 4.5" x 4.5" | 80 |
| 250 | Green Heritage | 2-ply, 500 | 4.5" x 3.8" | 96 |
| 205 | Green Heritage | 2-ply, 500 | 4.5" x 3.5" | 48 |
| 235 | Green Heritage | 2-ply, 500 | 4.5" x 3.5" | 96 |
| 275 | Green Heritage | 2-ply, 500 | 4.5" x 3.1" | 96 |
| * 276 | Green Heritage | 2-ply, 500 | 4.1" x 3.1" | 96 |
| 248 | Green Heritage | 2-ply, 400 | 4.1" x 3.1" | 96 |

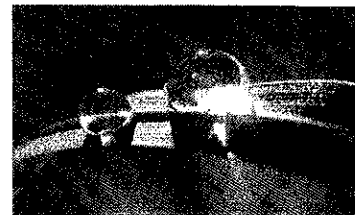
Bathroom Tissue | 1-Ply

| PRODUCT NUMBER | BRAND NAME | PRODUCT DESCRIPTION | SHEET SIZE | CASE COUNT | C |
|----------------|----------------|---------------------|-------------|------------|---|
| 125 | Green Heritage | 1-ply, 1000' | 4.5" x 3.8" | 96 | |
| 115 | Green Heritage | 1-ply, 1000' | 4.1" x 3.1" | 96 | |

Bathroom Tissue Jumbo Roll Full Size & Economy

| PRODUCT NUMBER | BRAND NAME | PRODUCT DESCRIPTION | SHEET SIZE | CASE CC |
|----------------|----------------|-----------------------------------|------------|---------|
| 700 | Green Heritage | 2-ply, 1000' 3.42'w. | 9" dia. | 12 |
| 710 | Green Heritage | 1-ply, 2000' 3.42'w. | 9" dia. | 12 |
| 730 | Green Heritage | 1-ply, 2000' 3.42'w. | 12" dia. | 6 |
| 740 | Green Heritage | 1-ply, 4000' 3.42'w. | 12" dia. | 6 |
| 800 | Green Heritage | 2-ply, 1000' 3.42'w. Economy Size | 9" dia. | 12 |
| 901 | Green Heritage | 1-ply, 1000' 3.42'w. Economy Size | 9" dia. | 12 |

WHAT IS GREEN SEAL



WHAT IS GREEN SEAL™?

Green Seal is an independent non-profit organization dedicated to safeguarding the environment and transforming the marketplace by promoting the manufacture, purchase, and use of environmentally responsible products and services.

WHAT IS GREEN SEAL'S MISSION?

Green Seal's mission is to achieve a more sustainable world by promoting environmentally responsible production, purchasing, and products.

WHAT IS GREEN SEAL CERTIFICATION?

Green Seal Certification ensures that a product meets rigorous, science-based environmental leadership standards. This gives manufacturers the assurance to back up their claims and purchasers confidence that certified products are better for human health and the environment. The Green Seal is considered in the industry to be a mark of environmental responsibility. It is an independent non-profit organization dedicated to safeguarding the environment and transforming the marketplace by promoting the manufacture, purchase and use of environmentally responsible products and services.

1

WHAT GREEN SEAL DOES?

Green Seal works with manufacturers, industry sectors, purchasing groups and governments at all levels to "green" the production and purchasing chain. Green Seal utilizes a life-cycle approach, which means they evaluate a product or service beginning with material extraction, continuing with manufacturing and use, and ending with recycling and disposal. Products only become Green Seal certified after rigorous testing and evaluation, including on-site plant visits.

THE POWER OF GREEN SEAL?

By identifying, certifying, and promoting environmentally responsible products and services, Green Seal:

- Improves the environment by reducing toxic pollution and waste, conserving resources and habitats, and minimizing global warming and ozone depletion;
- Increases health and well-being, particularly in populations most affected by product choice, such as schoolchildren, service staff, and the elderly; and
- Demonstrates to various business segments that environmentally responsible products can improve quality and boost profitability.



THE GREEN SEAL CARRIES WEIGHT!

Green Seal is a product credential that is well recognized and respected. Green Seal:

- Delivers sound, actionable advice to manufacturers, purchasers, and individuals who want to make a positive impact on the environment and quality of life;
- Helps government agencies and other institutions meet their goals and fulfill green procurement policies;
- Enables manufacturers to create more sustainable products, save money, and increase efficiency through responsible product development; and
- Forms marketing collaborations with companies that are creating and selling environmentally preferable products.

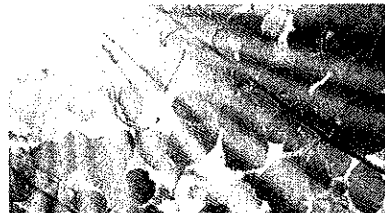


BORN GREEN™

ATLAS™
PAPER MILLS

LEED

CERTIFICATION



WHAT IS LEED®?*

The Leadership in Energy and Environmental Design (LEED) Green Building Rating System™ encourages and accelerates global adoption of sustainable green building and development practices through the creation and implementation of universally understood and accepted tools and performance criteria.

LEED is a third-party certification program and the nationally accepted benchmark for the design, construction and operation of high performance green buildings. LEED gives building owners and operators the tools they need to have an immediate and measurable impact on their buildings' performance. LEED promotes a whole-building approach to sustainability by recognizing performance in five key areas of human and environmental health: sustainable site development, water savings, energy efficiency, materials selection and indoor environmental quality.

WHO USES LEED?*

Architects, real estate professionals, facility managers, engineers, interior designers, landscape architects, construction managers, lenders and government officials all use LEED to help transform the built environment to sustainability. State and local governments across the country are adopting LEED for public-owned and public-funded buildings; there are LEED initiatives in federal agencies, including the Departments of Defense, Agriculture, Energy, and State; and LEED projects are in progress in 41 different countries, including Canada, Brazil, Mexico and India.

HOW IS LEED DEVELOPED?*

LEED Rating Systems are developed through an open, consensus-based process led by LEED committees. Each volunteer committee is composed of a diverse group of practitioners and experts representing a cross-section of the building and construction industry. The key elements of USGBC's consensus process include a balanced and transparent committee structure, technical advisory groups that ensure scientific consistency and rigor, opportunities for stakeholder comment and review, member ballot of new rating systems, and a fair and open appeals process.

DO ATLAS PRODUCTS QUALIFY FOR LEED (LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN) CREDITS?

The use of products certified under the Green Seal Standards will automatically qualify for LEED points under the following section: LEED EB O&M 2.0, Existing Building Operations & Maintenance EQ Credit 3.4 – 3.6 – Green Cleaning: Purchasing (1 - 3 points): GS-1 Tissue Paper. Atlas' Green Seal labeled products are a perfect solution for facilities seeking LEED certification.

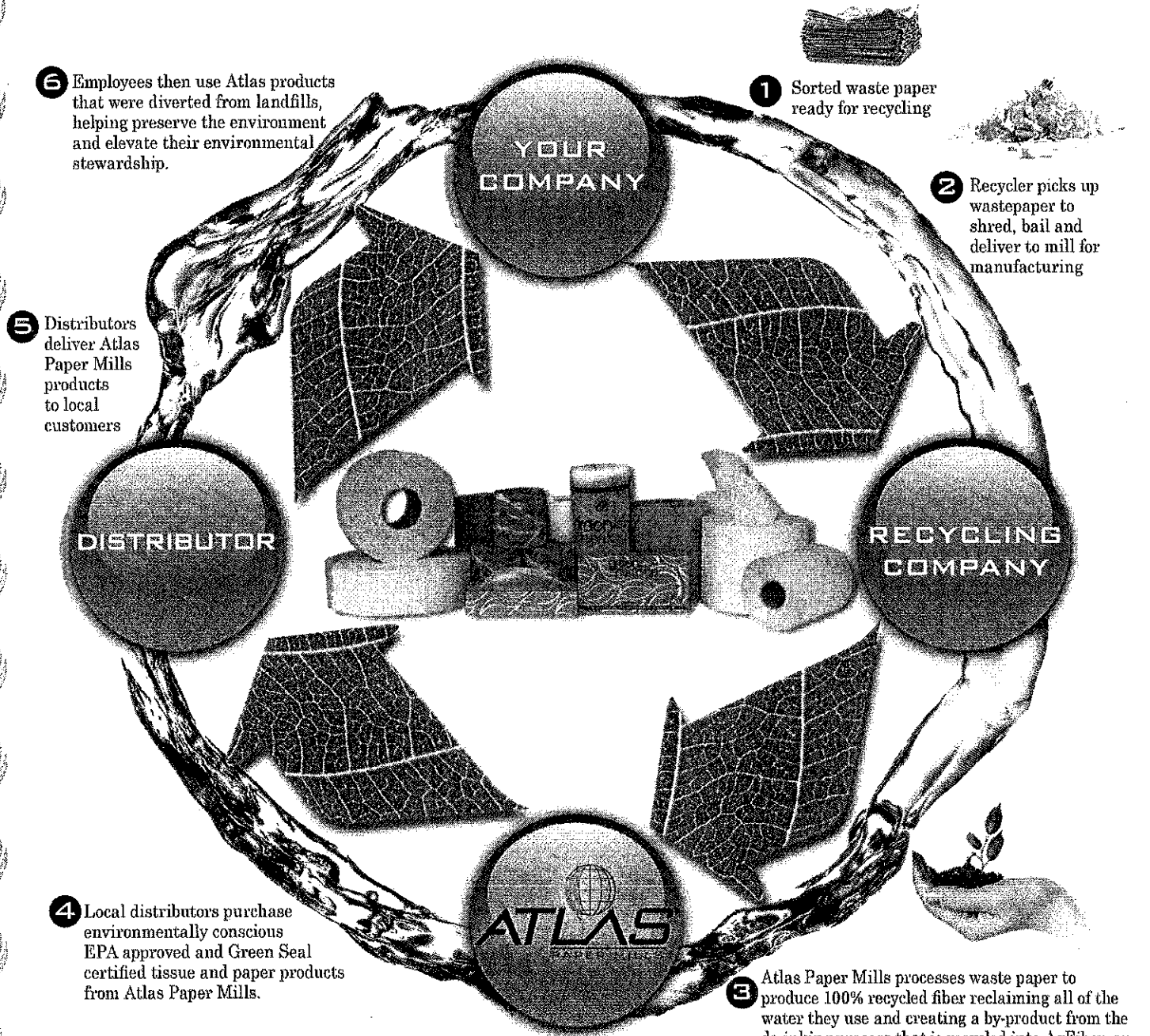


BORN GREEN.™

ATLAS™
PAPER MILLS

THE CLOSED LOOP

SUSTAINABLE SOLUTIONS FROM ATLAS PAPER MILLS



ATLAS PAPER MILLS OFFERS A WIDE VARIETY OF GREEN SEAL™ TISSUE AND PAPER PRODUCTS THAT ARE MADE FROM 100% RECYCLED PAPER, 100% CHLORINE FREE AND ARE PROUDLY MADE IN THE USA.



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ATLAS
PAPER MILLS