



JEFFERSON COUNTY
DEPARTMENT OF ADMINISTRATIVE SERVICES
729 MAPLE ST / PO BOX 100
HILLSBORO MO 63050
WWW.JEFFCOMO.ORG

BID #: 17-0028

Invitation for Bid: LAW ENFORCEMENT UNIFORMS 2017 **Date Issued:** 3-3-2017

BIDS SHALL BE ACCEPTED UNTIL: TUESDAY, APRIL 4, 2017, AT 2:00 P.M. LOCAL TIME.

**Specification
Contact:**

SHERIFF DAVE MARSHAK

Department of the Sheriff
636-797-5521
dmarshak@jeffcomo.org

**Contract
Contact:**

VICKIE PRATT

Department of Administrative Services
636-797-5380

**Mail (3) Three
Complete Copies
With Vendor And
Bid Information As
Shown In Sample:**

SAMPLE ENVELOPE

VENDOR NAME

VENDOR ADDRESS

CONTACT NUMBER

DEPARTMENT OF THE COUNTY CLERK

JEFFERSON COUNTY MISSOURI

729 MAPLE ST / PO BOX 100

HILLSBORO MO 63050-0100

SEALED BID: (BID NAME)

Contract Term:
**UPON APPROVAL OF THE
COUNTY COUNCIL AND
COUNTY EXECUTIVE**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Bid, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for four additional one-year term with the written consent of the successful Bidder. Price increases for renewals are not authorized unless approved in writing by the County.

**Vendor
Information:**

Company Name

Authorized Agent (Print)

Address

Signature

City/State/Zip Code

Title

Telephone #

Date

Tax ID #

E-mail

Fax #

TABLE OF CONTENTS:

Legal Notice and Invitation for Bid	Page 1
Table of Contents	Page 2
Bid Requirements	Page 3
Bid Response and Contract	Page 5
Affidavit	Page 9
Specifications	Page 11

REQUIRED DOCUMENTS

- 1. Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid.
(County must be added as additional insured if awarded)**
- 2a. Proof that Bidder does not owe delinquent real or personal property in Jefferson County (tax receipts for past 3 years)
Obtain receipts at <http://jeffersonmo.devnetwedge.com>
Or**
- 2b. A notarized affidavit stating that the applicant does not own any real estate or personal property in Jefferson County on company letterhead.**
- 3. A Notarized affidavit of work authorization and current business entity status with E-verification documentation. (pages 9 & 10)**
- 4. Agreement to be executed by the County upon approval by the County Council and County Executive. (Bidder is required to complete company information and execute signature)**
- 5. Cooperative Bid Form (last page)**
- 6. All pages of the Invitation for Bid/Request for Proposal must be used when submitting your bid/proposal response along with initialing each page with the bid/proposal. Additional information may be included separately.**
- 7. Bid deposits/bonds must be in the exact amount as stipulated in the bid. (if required)**

***BIDS MAYBE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED AT DISCRETION OF THE COUNTY**

1.0 BID REQUIREMENTS

Bidder shall initial all pages and return where the Bid Document denotes “BIDDER”S INITIALS: _____”

1.1 BID SUBMISSION:

Submit bid form in original (one original) and two (two copies) with all specification pages, if applicable. No facsimile or electronic bids shall be accepted and shall be rejected. The Vendor prior to the submission dead line as stated on page 1 must submit all bids. Late bids will not be accepted and returned to the vendor unopened. The County reserves the right to request additional written or oral information from Respondents in order to obtain clarification. A fully executed Affidavit is required by Section 285.530 RSMo and shall be submitted with the bid form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the bid being rejected. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

1.2 BASIS OF BID AWARD:

Award may be made on an item-by-item basis to the lowest and best Bidder(s) or award may be made to the lowest and best bid total, whichever provides the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, ability to deliver, or any other reason deemed to be in the best interest of the County. Quantities stated herein represent an estimate for the period stated. Orders shall be placed for actual requirements as needed. The County may reject any or all bids for any reason and may waive any informality. Bids submitted from a Missouri State Contract shall include a copy of the State Contract with the bid. Bid award does not constitute an order or obligation to order by the County. The issuance of a Purchase Order Number shall be construed as acceptance of a Contract with all terms, conditions, and prices firm during the length of the agreement terms.

1.3 BID AWARD:

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no Bid or Bids have been awarded by the County Council within forty-five (45) days following the opening of the bids then all bids will be deemed Rejected.

1.4 BID PREPARATION:

1. Bidders are responsible for examination of drawings, specifications, schedules and instructions. Failure to do so will be at the Bidder's risk.
2. Each Bidder shall furnish the information required by the invitation. The Bidder shall sign all required documents. All deletions and erasures shall be initialed
3. Alternate bids for supplies or services other than specified shall not be considered unless authorized by invitation.
4. Bidder shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the invitation for bid.
5. When specified, samples must be timely submitted and at no expense to the County.
6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

1.5 MODIFICATION OR WITHDRAWAL OF BIDS:

Bids may be modified or withdrawn prior to the exact hour and date specified for receipt of bids, provided the modification or withdrawal is in writing and is delivered in the same manner as a bid submission.

1.6 LATE BIDS:

It is the responsibility of the Bidder to deliver his bid or bid modification on or before the date and time of the bid closing to the Department of the County Clerk. Bids received late will be rejected and returned unopened to the Bidder.

1.7 BID DEPOSITS/BONDS:

Bid Deposits/Bonds are not required unless specified in the specifications. Bid deposits/Bonds must be in the exact amount as stipulated in the bid.

1.8 MATERIAL AVAILABILITY:

Bidders must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of bid and delivery time. It is the responsibility of the Bidder to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

1.9 ALTERNATE BIDS:

Alternate Bids for items will be accepted except when stated “**NO SUBSTITUTIONS**”. Bidders must submit complete specifications on all alternate bids with the bid form. Alternate bids without complete specifications may be rejected. Alternate bids and exceptions to bid clauses must be clearly noted on the bid form. The County may accept or reject alternate bids; whatever is most advantageous to the County.

1.10 INCORPORATION OF DOCUMENTS:

The terms of the Bid Invitation, Bid Specifications, Bid Form are and shall be incorporated into the contract as if fully set out therein. The Bid, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

1.11 ADDENDA:

Addenda to bid specifications are incorporated by reference as if fully set out herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda's prior to submission of bid forms. Verification is made by contacting the Office of Contracts and Grants at (636) 797-5380, or by reviewing the County Web Site. (www.jeffcomo.org).

1.12 INSURANCE:

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at its own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

A. ☒ Required ☐ Not Required **Comprehensive General Liability Insurance**

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

B. ☒ Required ☐ Not Required **Professional Liability Insurance**

The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

C. ☒ Required ☐ Not Required **Worker's Compensation Insurance:**
per Missouri Revised Statutes Chapter 287

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statutes of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

1.13 BID SUBMISSIONS

Bids submitted on separate forms are NOT acceptable unless specified in the Bid Document. Failure to complete bid forms to the satisfaction of the County may result in rejection of your bid. It is the responsibility of each Bidder before submitting a bid to examine ALL documents thoroughly, and request written or oral interpretation of clarifications soon after discovering any conflicts, ambiguities, errors, or omissions in the bidding documents. Request for clarification must be received prior to bid openings.

1.14 BID OPENINGS

Bids will be publicly opened and read aloud at the time indicated on page 1. The Bidders and the public are invited but not required to attend the formal opening of the bids. No decisions relating to the award of a contract or agreement will be made at the opening.

1.15 BID TABULATIONS

Bid Tabulations are not available for 5 to 7 business days following the Bid Opening. Bid submissions are open for public review at the time of the Bid Opening. Bid tabulations are posted on the County's web-site address, www.jeffcomo.org. **NO COPIES** of bid tabulations are sent to vendors.

2.0 BID RESPONSE AND CONTRACT

2.1 BIDDER REPRESENTATIONS:

The Bidder, by executing the Bid form certifies that:

- A. The bid complies with Invitation for Bid form and Bid Specifications.
- B. Bidder is not debarred or suspended from participation in Federal Assistance programs.

2.2 TAXES:

No bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective Bidder is required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <http://jeffersonmo.devnetwedge.com/> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.

Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.

2.3 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

- A. The prices in the bid shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Bidder or other person.
- B. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Bidder prior to opening.
- C. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid.

2.4 PRICE:

The price(s) specified in this bid shall be firm and not subject to contingency or reservation. If the Vendor fails to honor stated prices as submitted in the Bid Form or Contract, the County reserves the right to obtain the same items from the next lower vendor who submitted a bid price for the item. The original vendor shall be responsible for the difference in price and required to make restitution to the County for the difference in price. The Bidder represents prices specified in the bid do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the Bidder's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. **Bid prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County). Prices shall be firm for ALL County departments and locations for term of the agreement.**

2.5 MISSOURI DOMESTIC PRODUCT PROCUREMENT ACT:

Bidder represents that the goods provided comply with Sections 34.350 to 34.359, RSMo, known as the Domestic Product Procurement Act. The Act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Bidder shall include proof of compliance with the Act with the bid when requested.

2.6 NON-EXCLUSIVE AGREEMENT:

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

2.7 DEFINITIONS:

- A. The term "County" means the Jefferson County, Missouri and its designated representatives.
- B. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
- C. The term "IFB" means Invitation for Bid.
- D. The term "Agreement/Contract means Binding Agreement, Contract, Request for Purchase, Order.

2.8 INSPECTION, ACCEPTANCE AND APPROVALS:

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

2.9 WARRANTY:

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or non-conforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

2.10 PAYMENT:

County will pay Supplier for goods upon delivery to, submission of certified invoices with attached tipping fee receipts and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

2.11 CHANGE ORDER:

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

2.12 DELIVERIES:

Deliveries shall be made in strict accordance with any delivery schedule contained in the bid specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

2.13 RESPONSIBILITY FOR SUPPLIES:

Pursuant to Section 290.560 RSMo, Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

2.14 SUBCONTRACTS:

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.

2.15 CHOICE OF LAW:

This bid and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

2.16 TERMINATION:

- A. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County with a thirty (30) day written notice. The Vendor may terminate the Agreement/Contract upon a sixty (60) day prior notice in writing. In the event of any termination of the Agreement/Contract by the Vendor, the County may purchase such supplies and/or services similar to those terminated and for the duration of the Agreement/Contract period the Vendor will be liable for all costs in excess of the established contract pricing.
- B. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability. The County may cancel the Agreement/Contract or affirm the Contract and hold the Vendor responsible for damages.
- C. **Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.**
- D. Default: County may terminate the whole Contract or any part in either of the following circumstances:
 - D-1. If supplier fails to deliver the items required by the contract within the time specified; or
 - D-2. If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
 - D-3. In the event of the Supplier's non-compliance with the provisions as set forth, this Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

2.17 NOTICE AND SERVICE THEREOF:

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the bid form.

2.18 CONTRACT TERM:

Performance shall be governed solely by the terms and conditions as set forth in the Invitation for Bid, Bid Specifications, Bid Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

2.19 COMPLIANCE WITH APPLICABLE LAWS:

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended, including provisions of the Home Rule Charter of Jefferson County, Missouri requiring all workers

performing work under any contract with Jefferson County be paid a wage that is at least the prevailing hourly rate of wages for work of a similar character in Jefferson County.

2.20 ACTS OF GOD:

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

2.21 SELLER'S INVOICES:

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

2.22 APPROVAL:

It is agreed the acceptance of a Bid shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council, and the County Counselor.

2.23 RENEWAL OPTION:

The County reserves the right to negotiate the contract for one (1) additional one-year term with the written consent of the awarded vendor. If the contractor/vendor requests an increase in compensation for any renewal period, the vendor shall notify the Office of Contracts and Grants no less than 60 days prior to the end of the contract period. The County shall notify the Vendor of the intent to exercise the renewal option. However, failure to notify the Vendor does not waive the County's right to exercise the renewal option.

Indicate: ☐ Individual: ☐ Partnership: ☐ Corporation.

2.24 INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:

Incorporated in the State of _____.

2.25 LITIGATION:

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

2.26 LANGUAGE: Bids and all related documents will only be accepted in the English Language.

AFFIDAVIT OF WORK AUTHORIZATION

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now _____ (Name of Business Entity Authorized Representative) as
_____ (Position/Title) first being duly sworn on my oath, affirm
_____ (Business Entity Name) is enrolled and will continue to participate in the
E-Verify federal work authorization program with respect to employees hired after enrollment in the program
who are proposed to work in connection with the services related to _____
(Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor,
if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that
_____ (Business Entity Name) does not and will not knowingly employ a person
who is an unauthorized alien in connection with the contracted services related to
_____ (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of
the grant, subgrant, contract, or subcontract, if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Authorized Representative's Signature Printed Name

Title Date

Subscribed and sworn to before me this _____ of _____. I am
(DAY) (MONTH, YEAR)

commissioned as a notary public within the County of _____, State of
(NAME OF COUNTY)

_____ and my commission expires on _____.
(NAME OF STATE) (DATE)

Signature of Notary Date

AFFIDAVIT OF WORK AUTHORIZATION

(Continued)

CURRENT BUSINESS ENTITY STATUS

I certify that _____ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

Authorized Business Entity
Representative's Name
(Please Print)

Authorized Business Entity
Representative's Signature

Business Entity Name

Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- ☐ Enroll and participate in the E-Verify federal work authorization program
(Website: <http://www.dhs.gov/e-verify>;
Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- ☐ Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

Jefferson County Sheriff's Office Uniform and Distribution Specifications

Scope:

Jefferson County Sheriff's Office intends to enter into a contract with a local vendor to provide, in an expedient and professional manner, authorized Jefferson County Sheriff's Office (hereafter referred to as JCSO) personnel with uniform items. These mandates are bolstered by alternate plans that are to be used when the initial system fails, or in the event of a local, regional or national emergency. JCSO can request that orders submitted by any method be given priority to be filled immediately as per the guidelines for delivery outlined in these specifications.

The following is a detailed list of product specifications for items to be used by the JCSO. It is also the intention to describe in detail the procedure for which the "Uniform and Equipment" items are to be distributed. Due to the nature of this contract, the ability to provide the required processes is crucial and will have to be proven by any potential vendor. This must be demonstrated to JCSO personnel during a "walk through" before an award will be made.

Intent:

The JCSO will contract with a local vendor to provide authorized items in an expedient and professional manner. By mandating that certain levels of service are required, the County will be able to reduce and/or eliminate current inventory levels at the JCSO. These mandates are bolstered by *alternate* plans that are to be used when the initial system fails, or in the event of a local, regional or national emergency.

Bids:

Bidders must provide in their bid a statement that their bid is in accordance with the specifications or this Invitation for Bid without exception or with the exceptions as specifically noted. Bidders must provide documentation that they are indeed a dealer/distributor of the items requested by the JCSO. All provisions and conditions of warranty required herein are a part of their bid without reservation or the purpose of evasion.

Bid Requirements:

Bidder must provide the name, address, phone number and contact person of a minimum of four (4) local police departments that are currently using or have used bidder's uniforms. For purposes of this bid, "local" shall be defined as within 50 mile radius of JCSO.

Any explanation regarding the meaning or interpretation of this Invitation for Bid, specifications, etc., must be requested in writing and received by the Director of Procurement at least seven (7) calendar days prior to the bid opening date to allow sufficient time for a reply to reach all bidders before submission of their bids. Absolutely no oral explanations of instructions given before award of the contract shall be binding upon the County. Any information given to a prospective bidder concerning these specifications will be available to all bidders in the form of an Addendum to the Invitation for Bid, if such information is necessary to bidders in submitting bids or if the lack of such information would be prejudicial to uninformed bidders.

Bid Evaluation and Award:

Award will be to one total low responsive bidder

After the bid opening date and time, bidder *may be required* to submit to JCSO one sample of each garment bid. Samples must be identical to the item bid and must be delivered within ten (10) calendar days following the request. Failure to submit samples within this period could mean rejection of the entire bid. Samples submitted become the property of the County and will be used to monitor quality control. Samples must contain all labeling and cleaning instructions.

Award Criteria:

The following criteria will be used to evaluate the bids:

1. Proper color and material exactly matching existing uniform apparel
2. Bidder's Statement of Compliance
3. Past performance
4. Evidence that bidder is an authorized dealer/distributor of the items
5. Compliance with specifications
6. Purchasing Code of Jefferson County

Bid prices must be valid for sixty (60) days from the bid opening date.

Contract Period and Renewal:

The initial contract term will be for one year. If mutually agreeable, the contract may be renewed for up to four (4) one year periods.

Price Changes:

The County prefers firm prices for the life of the contract however, at the time of renewal; prices may be adjusted in response to manufacturer's price increases, provided that *evidence* of said increase is submitted to the JCSO at the time of the renewal for approval prior to sale to any user at the revised price. Suitable evidence would be copies of the invoices or correspondence and other announcements issued on the manufacturer's letterhead.

Changes to Contract:

Specifications shall not be changed or altered in any way by the contractor without written authorization from JCSO. In the event any such changes are made to the specifications without written consent, such changes will constitute adequate cause for rendering all clothing received as defective and subject to immediate rejection. Additionally, contract will be revoked and the contractor will forfeit all payments received for the defective clothing.

Accessibility of Contractor's Facility:

The primary intent of this contact is to provide a supplier and facility capable of fulfilling all JCSO uniform and clothing requirements. JCSO may employ civilians that are disabled in some manner therefore contractor must have a facility which is handicap accessible or offer acceptable alternate arrangements to provide contractual services to any disabled County personnel.

Procedures:

Ordering: The successful vendor must provide the Department with an "electronic" order form that can be transferred via electronic mail *during normal business hours* from the JCSO to the Vendor. The JCSO can request that an "electronic" order be given priority to be filled immediately as per the guidelines for delivery. This "electronic" order form must be able to work with existing software, Microsoft *Word, Outlook and Excel programs*. Any training required to use the forms must be done at JCSO. The "electronic" order form must include each item offered on the contract with the contractual price automatically prompted. The "electronic" order form must calculate (automatically) the total as the items are added to the form. This will allow the JCSO to accurately plan, track and record any expenditure. The electronic order form must also include: a field for a Departmental purchase order, a field for the Deputy's name and DSN, a field for delivery category, a field for method of delivery and a field for authorization from the JCSO. A valid "*approval* order number" must be assigned by the JCSO to constitute a valid order. An "electronic" order form should also clearly state if the order is to be immediately filled, or to be held for an authorized personnel to be accurately measured and/or fitted. A return electronic mail must be sent to acknowledge receipt of each order.

The first *alternate* plan for the "ordering" process is actually printing the "electronic" order form and transmitting it via facsimile to the successful vendor. The successful vendor facsimile machine should be accessible 24 hours a day, 7 days a week. The facsimile phone number should also be a "stand alone" line to a machine with sufficient memory to store incoming transmissions to avoid delays. A return facsimile confirmation is required to acknowledge receipt of each order. A "facsimile" order can be given priority to be filled immediately as per the guidelines for delivery.

The second *alternate* is for the "electronic" order form to be printed and delivered via the authorized Officer. The successful vendor must be able to accept authorized County personnel from the hours of 8:00 AM to 5:30 PM Monday through Friday, and from 8:00 AM to 12 Noon on Saturday. The facility must be within 50 miles of the JCSO. These orders must be filled within the guidelines for delivery.

The third *alternate* for placing an order is via telephone. A phone order can only be placed by previously designated personnel within the JCSO. This method will be followed with an electronic mail or facsimile, whichever is decided by the JCSO. This type of order must be able to be accepted between 8:00 AM and 5:30 PM Monday through Friday, and from 8:00 AM to 12 Noon on Saturday. The successful vendor shall process the order as per the guidelines for delivery, even without "written or electronic" verification.

The last *alternate* for placing an order is to be implemented in an emergency situation. The successful vendor must provide the JCSO with a "contact" person to provide uniforms and equipment in the event of a local, regional or national emergency. This contact person must be available 24 hours a day, 7 days a week.

Orders placed via “emergency contact” will have one additional hour added to the time stated for a specific item in the guideline for delivery.

At no time are any unauthorized personnel to receive any merchandise on behalf of the JCSO. Without the proper authorization, the County will not be held responsible for any items that may have been issued.

Security:

JCSO requires that the successful vendor maintain the following basic “security” systems:

1. 24 hours a day / 7 days a week video surveillance of the interior premises.
2. On site gun lockers to secure weapons while garments are tried on

Order Processing:

It is essential that the successful vendor handle each JCSO order in the most efficient and accountable manner. Upon receipt of an authorized order, the successful vendor must enter the order into a system that provides no less than the following:

- 1) Accurate time and date of order entry
- 2) Accurate contractual pricing provided on each order automatically
- 3) Accurate order dollar total at time of entry
- 4) Immediate inventory levels for the items ordered
- 5) Previous orders for the same individual
- 6) Previous orders for items of that style/and or size
- 7) Permanent archiving of all orders by Officer, item and size

Each order must be pulled from inventory separately and processed separately. This will allow the JCSO to adjust the guideline for delivery for each order based on Departmental needs. Any backorders for items must be placed with the appropriate manufacturer within one business day. This requires the successful vendor to be bona fide distributor of each of the products requested by the JCSO. Any exception to this would cause unnecessary delays.

Reporting:

It is essential that the successful vendor provide, upon demand, easy to read reports *no later than the following business day*. These reports should be available real time, as well as monthly. The reports should be able to be sorted by individual, by unit, by contract item and chronologically within these groups. The reports required are:

- 1) Orders by individual over a defined period
- 2) Orders by unit over a defined period
- 3) Orders by entire Department over a defined period
- 4) Orders by contract item over a defined period
- 5) Order status report indicating order date, backorder information and expected delivery date
- 6) Open and paid invoices with corresponding orders
- 7) Existing inventory by contract item
- 8) Inventory on order from manufacturer by contract item

Alterations:

The following “alterations” are to be performed on site in accordance with the guideline to delivery.

- 1) Hemming of trousers.
- 2) Attachment of shoulder emblems.
- 3) Attachment of chevrons.
- 4) Attachment of trouser striping.
- 5) Attachment of name tab.
- 6) Attachment of badge tab.
- 7) Attachment of buttons.
- 8) Attachment of sleeve braid.
- 9) Altering waist size of trousers.
- 10) Shortening shirtsleeve length.
- 11) Attachment of belt loops.
- 12) Tapering shirts with serged edges.
- 13) Install “mic” loop
- 14) Alter long sleeve shirts into short sleeves.
- 15) Repair zipper in trousers.

The location of the alterations must be available to JCSO personnel at least from 8:00 AM to 5:30 PM Monday through Friday and from 8:00 AM to 12:00 PM on Saturday. There must be dressing rooms and adequate staff to assist with the fitting as well as the actual alterations.

Equipment:

For a contract where service is very important, certain sewing and repair equipment is required to ensure expedient and first quality craftsmanship. There must be full time alteration personnel on site.

Operating System and Allowance tracking:

Once the Jefferson County Sheriff’s Office garment specifications and pricing have been entered into a system, the system must ensure that each JCSO employee receives the correct (and approved) garments and is charged the correct price. Each JCSO employee on the provided roster will have a set dollar amount for the year. In addition, the system must immediately debit or credit amounts as items are ordered or returned for each individual JCSO employee. As a JCSO employee places an order, accurate records are kept, which will not allow JCSO to be invoiced for more than the employee is authorized.

Order entry must be simple and intuitive. Additionally, orders cannot be entered for items that are not authorized, do not exist, or for sizes that are not available. These strict order standards apply whether the order is received by a walk-in JCSO employee or by phone, fax, email or Internet. Available balances, by each JCSO employee, are to be available instantly upon request.

To further add to the efficiency, the system must immediately preview whether an item on the JCSO contract is available to be sold when an order is placed.

The system must also give the Retail Showroom and Customer Service personnel the ability to access a JCSO employee’s history of purchases. In addition to the actual garments purchased, sizing records should

be kept. After an initial fitting, an individual should be able to simply fax, e-mail, direct mail or call in any orders and the Customer Service personnel will be able to duplicate previous orders exactly. JCSO Personnel are to be notified by Customer Service personnel by phone or email.

The successful vendor shall systematically review instant reporting for inventory replenishment, open orders by date, average delivery time by order and sales numbers for any date range. These reports, and any other pertinent information, must be available instantly via the system for authorized JCSO personnel.

Product Specifications:

The intent of the product specifications is to establish a minimum standard for each item. The implied intent of the specifications of a uniform item is for the item to remain "uniform". It is paramount that the items meet the written specifications and if any exceptions are taken to the specifications, the item offered not change the color, fit or wearability of any item. It is the sole responsibility of each bidder to provide documented evidence that any exception to the written specifications that meets or exceeds the specification with original specification. This documented evidence must be provided with the pricing in order to be considered for award. Failure to provide any evidence of alternate items meeting or exceeding the written specifications will result in the bid not being considered for award. Any reference in the written specifications to any brand name or model is expressly to provide the benchmark for acceptability, not exclude any improvement to the specifications.

All specifications submitted must be backed up by a manufacturer who has at least five years of documented history in producing public safety apparel. *JCSO reserves the right to request written proof for any and/or all such documentation upon request.*

Vendor Workmanship Warranty:

Alterations stated in this contract and completed by the vendor will be warrantied for the lifetime of the garment through normal usage.

Item 1: Long sleeve shirts (Tan or White Class B)

Style: It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the Elbeco Tex-Trop brand or pre-approved equal only.

Shirts will be cut on a form-fitting line, and the shape of the pockets and general style will conform to this sample.

Tailoring: It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance. All sewing shall be with Dacron core thread to match shirt fabric.

The collar and cuffs are to be single stitched 1/4" from edge. The pockets and flaps shall be single stitched on the edge. A Jefferson County Sheriff emblem (provided by the Department) shall be sewn on each sleeve 1/2" from the shoulder seam and centered.

- Fabric:** To insure permanent moisture control, superior breathability, soil resistance, easy care, wrinkle resistance, color matching, and color retention, the fabric is to be Burlington 100% texturized polyester plain weave with mechanical stretch, weighing 5.5 oz./sq. yd., 10 oz./lin. yd. Nano Moisture Wicking technology is applied at the fiber level to capture and pull fluids and perspiration away from the skin and spread it over the fabric surface for quick evaporation to keep the wearer dry and comfortable.
- Creasing:** Pockets and pocket flaps to be die creased to give uniform shape and size.
- Collar:** The shape and style of both leaf and stand shall conform to the TT89 banded collar. The points, medium spread, are to be approximately 3" in length. The back of the stand is to measure 1-1/2". The leaf shall be made of three pieces; two pieces of self cloth and one whole lining, which is to be fused to the top collar.
- Inner stand and inner yoke to be made of matching 65% Dacron Polyester/35% Cotton, 4.2 ounce per square yard, 106 x 58.
- Collar stays shall be of good quality Stalar vinyl, 2-1/2" in length and 3/8" wide and be attached to the bottom collar. The stand shall fasten with one button. There shall be one horizontal button hole.
- Sleeves:** To be straight and whole. The cuffs are to be 2-7/8" in width and to fasten with two buttons. There is to be a single stitch 7/16" from top of cuff.
- The sleeve opening shall measure 4-7/8" from top of cuff. The top facing for this opening is to be 1-1/4" wide and the bottom facing to finish about 2" wide. Button is to be placed on sleeve opening with corresponding buttonhole.
- The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.
- Flex Vent:** Patent pending Flex Vent is made from 92% polyester/8% spandex mesh. Diamond shaped mesh measuring 3 1/4" wide x 10 1/4" long is set into the sleeve and body panels at the underarm to allow for body heat ventilation and increased mobility and comfort.

Front: The front shall have a center facing 1-1/2" wide extending from the collar stand to bottom of shirt and be made of the same material as shirt fabric with two rows of stitching 7/8" apart.

The center front shall contain six vertical buttonholes placed 3/4" from edge and 3-1/2" apart. Buttons shall be securely attached to the right front and shall correspond to the buttonholes on the left front.

Zipper: A 14" nylon zipper shall be sewn to the fronts and shall be positioned 1-1/2" below the first front button and shall replace the 2nd, 3rd, 4th, and 5th front buttons, which are to be sewn on the top center. The neck button, 1st front button are to be functional.

Back: There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

Dual Comm Access Openings:

Access opening measuring 1-1/2" are to be set in each side seam 1" below the bottom tip of the Flex Vent. Pouch style openings are clean-finished, neatly concealed and reinforced for durability. These opening are used to thread communication wires under the front of the shirt to keep them out of the way.

Pockets: There are two double entry chest pockets with mitred corners to finish 5-5/8" wide and 6" long. The side entry forms a utility pocket closed with Velcro. The left chest pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 1-1/4" box pleat stitched from top to bottom to prevent spreading.

Flaps: To have two scalloped flaps to finish 5-3/4" in length, 2-3/4" in width at center, and 2-1/2" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

Flap Closure:

The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

Badge Tab: To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

Shoulder Straps:

The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

Permanent Creases:

Shirt to have permanent military creases. Creases to be stitched in shirt only, not thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

Interlining: Top center to be lined with a non-woven polyester interlining. Cuffs and band to be lined with H'Press interlining, collar with Ck331 and flaps with EZ Crease.

UPC Identification:

A printed UPC bar code tag must be attached to every garment so as to be visible in the package. The UPC bar code must identify style, color and size information so as to be incorporated into an inventory management system. Appropriate support documentation must be available to assist Agency in encoding UPC information.

Labels: Woven brand label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in bottom hem.

Button: All buttons shall be made from high impact melamine and must match fabric.

Pressing and Packing:

Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts to be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulk packed.

Finished Dimensions

<u>Size:</u>	<u>14</u>	<u>14.5</u>	<u>15</u>	<u>15.5</u>	<u>16</u>	<u>16.5</u>	<u>17</u>	<u>17.5</u>	<u>18</u>	<u>18.5</u>
Chest:	39	41	43	45	47	49	51	53	55	57
Waist:	35	37	39	41	43	45	47	50	53	55
Bk Length:	32 1/8	32 1/4	32 3/8	32 5/8	32 3/4	33	33 1/2	34 1/2	34 5/8	35 1/2
Cost:	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Item 2: Short sleeve shirts (Tan or White Class B)

Style: It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the Elbeco Tex-Trop brand or pre-approved equal only.

Shirts will be cut on a form-fitting line, and the shape of the pockets and general style will conform to this sample.

Tailoring: It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance. All sewing shall be with Dacron core thread to match shirt fabric.

The collar is to be single stitched 1/4" from edge. The pockets and flaps shall be single stitched on the edge. A Jefferson County Sheriff emblem (provided by the Department) shall be sewn on each sleeve 1/2" from the shoulder seam and centered.

Fabric: To insure permanent moisture control, superior breathability, soil resistance, easy care, wrinkle resistance, color matching, and color retention, the fabric is to be Burlington 100% texturized polyester plain weave with mechanical stretch, weighing 5.5 oz./sq. yd., 10 oz./lin. yd. Nano Moisture Wicking technology is applied at the fiber level to capture and pull fluids and perspiration away from the skin and spread it over the fabric surface for quick evaporation to keep the wearer dry and comfortable.

Creasing: Pockets and pocket flaps to be die creased to give uniform shape and size.

Collar: Convertible collar shall be one piece and to measure 3-1/4" long at points and 1-5/8" wide at back. The collar is to be constructed of two plies of basic material and one ply of D331 top fuse lining.

The collar and inner yoke to be lined with matching 65% Dacron Polyester/35% Cotton, 4.2 ounce per square yard, 106 x 58. The collar lining shall be banana shaped.

Collar stays shall be of good quality Stalar vinyl, 2-3/4" in length and 3/8" wide and be attached to the bottom collar.

Sleeves: To be straight and whole with 1" hem. These shall be graded in length so as to finish from the shoulder seam as follows:

<u>Size</u>	<u>Finished Length</u>	<u>Cost</u>
14 and 14-1/2	9-1/2"	\$_____
15, 15-1/2, and 16	10"	\$_____
16-1/2 and above	10-1/2"	\$_____

The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

Flex Vent: Patent pending Flex Vent is made from 92% polyester/8% spandex mesh. Diamond shaped mesh measuring 3 1/4" wide x 10 1/4" long is set into the sleeve and body panels at the underarm to allow for body heat ventilation and increased mobility and comfort.

Front: The front shall have a facing 3" in width extending from neckline to the bottom of shirt provided by a turnunder of material. The left front shall also have a lined box pleat 1-1/2" wide finished, running full length of the shirt and shall be topstitched 1/4" from both edges.

The center front shall contain seven vertical buttonholes placed 3/4" from edge. First at neck, second 2-1/2" down, balance 3-1/2" apart.

Zipper: A 14" nylon zipper shall be sewn to the fronts and shall be positioned 1-1/2" below the first front button and shall replace the 2nd, 3rd, 4th, and 5th front buttons, which are to be sewn on the top center. The neck button, 1st front button are to be functional.

Back: There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

Dual Comm Access Openings:

Access opening measuring 1-1/2" are to be set in each side seam 1" below the bottom tip of the Flex Vent. Pouch style openings are clean-finished, neatly concealed and reinforced for durability. These opening are used to thread communication wires under the front of the shirt to keep them out of the way.

Pockets: There are two double entry chest pockets with mitred corners to finish 5-5/8" wide and 6" long. The side entry forms a utility pocket closed with Velcro. The left chest pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 1-1/4" box pleat stitched from top to bottom to prevent spreading.

Flaps: To have two scalloped flaps to finish 5-3/4" in length, 2-3/4" in width at center, and 2-1/2" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

Flap Closure:

The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

Badge Tab: To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

Shoulder Straps:

The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

Permanent Creases:

Shirt to have permanent military creases. Creases to be stitched in shirt only, not thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

Interlining: Flaps to be EZ crease, collar to be D331. Top center to be lined with non-woven polyester interlining.

UPC Identification:

A printed UPC bar code tag must be attached to every garment so as to be visible in the package. The UPC bar code must identify style, color and size information so as to be incorporated into an inventory management system. Appropriate support documentation must be available to assist Agency in encoding UPC information.

Labels: Woven brand label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in bottom hem.

Button: All buttons shall be made from high impact melamine and must match fabric.

Pressing and Packing:

Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts to be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulk packed.

Finished Dimensions

<u>Size:</u>	<u>14</u>	<u>14.5</u>	<u>15</u>	<u>15.5</u>	<u>16</u>	<u>16.5</u>	<u>17</u>	<u>17.5</u>	<u>18</u>	<u>18.5</u>
Chest:	39	41	43	45	47	49	51	53	55	57
Waist:	35	37	39	41	43	45	47	50	53	55
Bk Length:	32 1/8	32 1/4	32 3/8	32 5/8	32 3/4	33	33 1/2	34 1/2	34 5/8	35 1/2

Cost: _____

Item 3: Long sleeve shirts (Tan with brown flaps and straps or White with brown flaps and straps)

Style: It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the Elbeco Tex-Trop brand or pre-approved equal only.

Shirts will be exactly as the tan or white shirts described above with the sole exception of having brown pocket flaps and brown epaulets.

Finished Dimensions

<u>Size:</u>	<u>14</u>	<u>14.5</u>	<u>15</u>	<u>15.5</u>	<u>16</u>	<u>16.5</u>	<u>17</u>	<u>17.5</u>	<u>18</u>	<u>18.5</u>
Chest:	39	41	43	45	47	49	51	53	55	57
Waist:	35	37	39	41	43	45	47	50	53	55
Bk Length:	32 1/8	32 1/4	32 3/8	32 5/8	32 3/4	33	33 1/2	34 1/2	34 5/8	35 1/2

Cost: _____

Item 4: Short sleeve shirts (Tan with brown flaps and straps or White with brown flaps and straps)

Style: It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the Elbeco Tex-Trop brand or pre-approved equal only.

Shirts will be exactly as the tan or white shirts described above with the sole exception of having brown pocket flaps and brown epaulets.

Finished Dimensions

<u>Size:</u>	<u>14</u>	<u>14.5</u>	<u>15</u>	<u>15.5</u>	<u>16</u>	<u>16.5</u>	<u>17</u>	<u>17.5</u>	<u>18</u>	<u>18.5</u>
Chest:	39	41	43	45	47	49	51	53	55	57
Waist:	35	37	39	41	43	45	47	50	53	55
Bk Length:	32 1/8	32 1/4	32 3/8	32 5/8	32 3/4	33	33 1/2	34 1/2	34 5/8	35 1/2

Cost: _____

Item 5: Trousers

MEN'S TROUSER SPECIFICATIONS

Flying Cross by Fechheimer Item: 47289

FABRIC:

Content: 75% Polyester/25% Wool

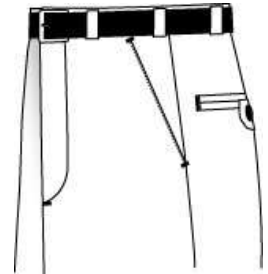
Weight: 12 oz. per linear yard

Weave: Serge

Color: Black

STYLE:

Trouser shall be manufactured from an up-to-date men's uniform trouser pattern. The trouser styling shall be T-1: plain front, two (2) quarter top front pockets, and two (2) hip pockets professionally finished with no visible topstitching. Work wear industrial style construction is unacceptable and shall be cause for rejection.

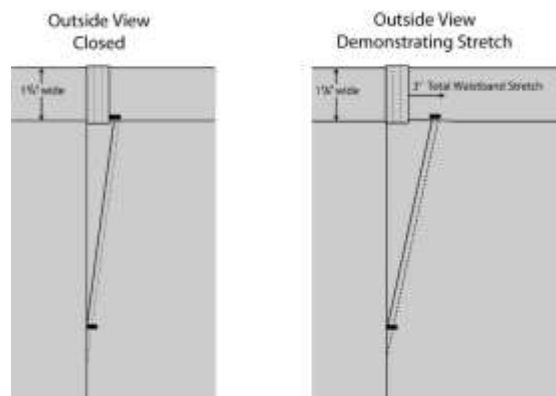


LINING MATERIAL:

The pocketing and fly lining material shall be 70% Polyester / 30% Cotton, 2.9 oz. per square yard (60" width) with a minimum 78 x 48 count. Pocketing must have a durable press finish and the color of the pocketing must be black.

FREEDOM-FLEX WAISTBAND SYSTEM:

Trouser shall be made with a special Freedom-Flex Waistband System that will allow the wearer waist expansion of 2 1/2" to 3". The waistband shall measure a minimum of 1-7/8" wide when finished. The flexible expansion split portion of the waistband shall be to the front of the trouser side seam and there shall be a 3/4-inch wide side belt loop positioned to 'hide' the expansion split of the waistband.



The waistband curtain shall consist of two

different styles for maximum waistband expansion to enhance wearer comfort, fit, and appearance. The front of the trouser (to the expansion split) waistband curtain style shall consist of a 2-inch wide elastic section that incorporates Tru-Grip, a ½" surface area composed of thin 55 gauge rubber for maximum comfort and performance. The Tru-Grip acts to help keep shirts tucked in securely. (Use of a single silicone strip or strips instead of ½" wide rubberized surface area shall be cause for rejection.)



The back half of the trouser waistband curtain shall finish a minimum 2-1/8" wide and is to be made of black pocketing material and shall be attached to the top of the trouser with a zigzag stitch. The waistband curtain must also contain Tru-Grip and will line up with the Tru-Grip on the front of the expansion split. (Substitution of a silicone strip or strips in place of Tru-Grip shall not be acceptable and shall be cause for rejection.)

The waistband curtain is composed of a wet laid non-woven canvas weighing 3.3 oz. per square yard. The canvas is covered in the same color and material as the pocketing. The ½" rubberized surface area is positioned 1-¼" up from the bottom of the curtain.

The specifications for the rubberized Tru-Grip curtain are as follows:

Width: 1-1/8-inch

Warp: 300 Denier Texturized Polyester

Filling: 300 Denier Texturized Polyester

Rubber: 55 Gauge

Count: 32-36 yarns per inch

Contents: 59% Polyester/41% Rubber

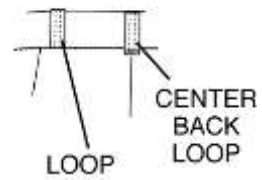
To complete the Freedom-Flex Waistband System, there shall be a 1-1/4" wide elastic component sewn into the back half of the waistband curtain to allow for the stretch and recovery of the waistband to comfortably fit the wearer's waist size. There shall be a bartack for strength and durability sewn at the stress point on the waistband where it joins the front elasticized waistband curtain joining stitching (positioned, on the waistband above the front pocket.)

The waistband closure shall be accomplished with one crush proof hook and eye centered on the waistband for wearer comfort. The hook and eye shall be reinforced with a 7/8" non-woven tape that is anchored with topstitching through and through to the top of the waistband (bartacks in place of topstitching shall be cause for rejection). In addition to the stitching of the waistband when it is set onto the trouser, the waistband must also be topstitched below the waistband seam of the trouser to be finished to allow for alterations (with ample fabric and curtain material to allow trouser size to be increased at least one size). The outlet in the seat is to be proportional to the waist outlet so the seat may also be let out. Seat seam must be sewn with a tandem needle machine (double-needle stitch) for maximum stretch.

BELT LOOPS:

There shall be a minimum of seven belt loops 3/4" in width of double thickness. Each loop must have a non-woven interlining for added durability. All loops (except back center) must be sewn into the top and bottom of the waistband ("dropped" belt loops that are tacked to the outside of the trouser all around waist shall be cause for rejection). The top of the belt loops (except back center) shall be sewn into the waistband curtain seam with a Rocap machine using a zigzag stitch. The bottom of the center back loop shall be tacked to the trouser and the top of the loop tacked to the outside of the waistband to allow for easier waist alteration.

BELT LOOP



FLY:

"J" STITCH



Trouser shall have a brass metal zipper with memory lock brass slider secured by metal stopper at base. There shall be a French Fly tab closure on the inside of the right fly. The tab shall be double ply made of the basic trouser fabric (tabs made of pocketing material or a "grown on" French Fly will be cause for rejection). The right fly shall be lined with the same material and color as the pocketing. The fly lining shall be sewn to the left fly continuing below the zipper into the crotch area in a neat and durable manner. A button shall be located on the left fly corresponding with the French Fly tab to provide a clean and comfortable closure. Topstitching of fly to be installed with automatic "J" stitch equipment eliminating puckering and providing a clean finish. There shall be a firm straight bartack at the bottom of the fly going through the zipper tape for maximum strength. Bartack shall line up with starting point of "J" stitch.

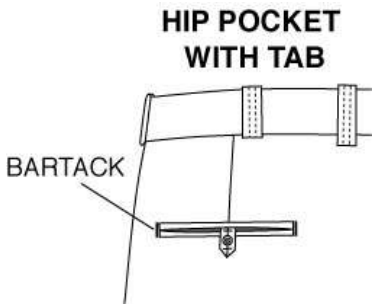
SEAT:

Seat must be sewn with a Tandem Needle Machine (double-needle stitch) for maximum durability.

POCKETS:

The two (2) front pockets will be quarter top style with a minimum opening of 6" and a minimum depth of 5-3/4" measured from the bottom of the opening. Front pockets to have firm straight bartacks at top and bottom of pocket openings. Pockets shall be constructed using the stitch, turn, and topstitch method. Front pocket facing and barrier to be made of the basic trouser fabric. Facing shall be a minimum of 1" and barrier shall measure a minimum of 2" (measured to the inside edge of pocket lining).

The two (2) hip pockets shall have a minimum 5-3/8" wide (bartack to bartack) opening and a minimum depth of 5-3/4 " measured from the bottom of the pocket opening. Hip pockets shall be constructed using



the double welt method on an automatic welt machine. The welts shall be finished in such a manner that there is no topstitching (topstitched hip pockets shall be cause for rejection). The corners of the hip pocket openings shall have straight bartacks for reinforcement (use of triangular bartacks shall be cause for rejection). Hip pocket facing and barrier are to be made of basic trouser fabric. Facing shall be a minimum of 3/4" and the barrier shall be a minimum of 1-1/2". The left hip pocket shall have a centered tab made of basic cloth inserted into the top welt with

bartacks at the top and bottom of the tab to form an opening for a button. A button shall be located below the bottom welt corresponding in location with the tab, which shall be interlined with non-woven for added durability. There shall be a dart centered above each hip pocket to waistband. Dart shall be approximately 2-3/4" long tapered from 3/8" at waistband and shall be installed with automatic equipment for a clean non-puckered finish.

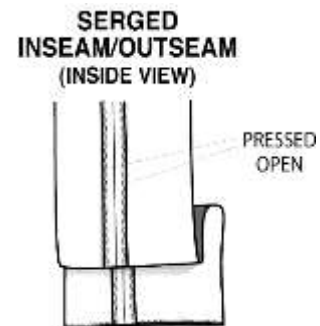
The watch pocket shall be located on the right front at the waistband. This pocket shall have a minimum opening of 2-5/8" and a minimum depth of 2-7/8". The front of the pocket shall be made of pocketing fabric and the back of the pocket shall be made of basic fabric and the two pieces are securely stitched together. Each corner of the pocket opening shall have firm straight bartacks.

CREASES:

The leg creases, front and back will have a silicone bead put in by using the Lintrak process.

STITCHING, PRESSING & FINISHING:

Trouser must be stitched with matching thread. Trouser must be neatly pressed on Hothead Presses and properly shaped. Outseams and inseams are edge serged on automatic equipment for uniformity of quality and shall be pressed open for a smooth pucker-free finish with repeated cleaning and pressing. Trouser must be cleaned and finished to eliminate loose threads.



STRIPE:

1 1/4" Tan polyester stripe to match shirts from waistband down.

STOCK SIZES:

Trouser must be available from stock in the following sizes:

SHORT RISE:	28 - 42 (EVEN ONLY)	Cost: _____
REGULAR RISE:	28 - 58 (EVEN ONLY OVER 38)	Cost: _____
LONG RISE:	32 – 48 (EVEN ONLY	Cost: _____

LABELS:

Trouser must have a permanent label providing care instructions and small woven label indicating waist size. A removable paper ticket showing the size, fabric content, cut number, and WPL or RN number must be on the outside of the waistband. Ticket to be matchbook style installed with plastic staples for easy removal without damaging trouser material and showing size when trousers are stacked.

Item 6: Trousers

5.11 Tactical TDU trousers #74003-108 Brown

7.5 oz. polyester/ cotton ripstop fabric. Self- adjusting tunnel waistband. Double- reinforced seat. Bartacking at major seams and stress points. Triple- stitching. Cargo pockets with internal AR magazine compartments. Secure seat pockets. TacTec System™ - compatible.

Blousing straps. Teflon® finish. YKK® zippers. Prym® snaps.

Cost: _____

Item 7: Long Sleeve Polo shirts

Ufx Knit Black or Red

Design: Shall be a loose fit polo style knit long sleeve shirt with gusseted side panels, three button front placket, full fashion knit collar, mic pockets on shoulders and a mic loop on placket. All measurements will be taken without stretching the material.

Tailoring: It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of proper tension and size so as to avoid puckering after the shirt has been laundered, and to give best durable press performance.

- Fabric:** 100% polyester circular knit Swiss pique, 7.25 oz. /sq. yd. Permanent X-EEDE performance must provide UV protection and wick moisture away from the body for superior comfort, thermal protection, ultimate dryness and enhanced performance. Fabric to be colorfast, abrasion resistant, and pill-proof. The permanent anti-microbial technology is odor, mildew and 99.9% bacteria resistant. Colors: white, black, navy, tan, red, spruce green, gray and royal blue.
- Collar:** The collar shall be a 7.25 oz. /sq. yd 100% polyester circular knit full fashion collar, with 2-3/4" points and permanent built-in stays placed along the edge for no-curl collar performance.
- Placket:** The 3-button placket shall be lined and finish 1-1/2" wide and 7" long. The bottom of the placket shall have a 1/2" stitched box, with a 1/2" mike loop sewn over the full width of the placket. The 3 buttons shall be evenly spaced on the placket with a horizontal buttonhole at the collar and vertical buttonholes for the two remaining buttons. The placket shall lap left over right.
- Back:** There shall be a semi-circular patch measuring 4-1/2" at the widest point, sewn at the neckline, running 1/4" from each shoulder seam. The seam edge will be merrowed with single needle topstitching sewn around the edge. The heat transfer label will be applied to the inside of this patch below the collar.
- Side Panels:** Gusseted side panels for increased comfort and mobility, 2-5/8" wide, made of self fabric, and shall be sewn to the front and back panels. The side panels shall extend from the bottom of the armhole to the bottom hem.
- Sleeves:** Sleeves are to be long, one piece. Cuffs to be 2" wide, 1x1 circular knit rib w/Lycra, dyed to match body and knit collar. Sleeve setting and closing shall be done with a merrow stitch. There shall be a 1/4" topstitch around the armhole and next to cuff. The left sleeve shall have a pencil pocket, 2" wide x 6" long. This pocket will be divided into two compartments.
- Shoulder Seam:** Shoulder seams shall contain stretch elastic for increased mobility and be edge-stitched on the back. Both shoulders shall contain a mic pocket to be approximately 1-3/4" wide x 2" deep, sewn into the shoulder seam.
- Hem:** The bottom hem shall be 1" deep and topstitched.

Thread: The thread for seaming, stitching, buttonholes and button sewing shall be cotton-covered Polyester core. The thread shall be stabilized so as not to shrink in boiling water more than 1.5%.

Label and Care Instructions:

Each garment shall have a heat-seal brand label containing size, country of origin, care and content. A Ufx hang tag will be attached to the garment.

UPC Identification:

A printed UPC bar code tag must be attached to every garment. The UPC bar code must identify style, color and size information so as to be incorporated into an inventory management system. Appropriate support documentation must be available to assist the Agency in encoding UPC information.

Pressing and Packing:

Shirts shall be carefully completed in first class manner and individually packed in polyethylene bags. Shirts to be bulk packed.

Emblem and embroidery:

Department provided emblem embroidery on left upper front. Rank over the first initial and last name on right upper front.

Finished Dimensions

Size:	XS	S	M	L	XL	2XL	3XL	4XL
Collar Length:	14	15	16	17	18	19	20	20
Chest:	36	40	44	48	52	56	60	64
Sweep/bottom:	37	41	45	49	53	57	61	65
Back Length:	28	29	30	31	32	33	34	35
Sleeve Length:	31½	32½	34	35	36	36½	36½	37

Cost: _____

Item 8: Short Sleeve Polo shirts

Ufx Knit Black or Red

Design: Shall be a loose fit polo style knit short sleeve shirt with gusseted side panels, three button front placket, full fashion knit collar, mic pockets on shoulders and a mic loop on placket. All measurements will be taken without stretching the material.

- Tailoring:** It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of proper tension and size so as to avoid puckering after the shirt has been laundered, and to give best durable press performance.
- Fabric:** 100% polyester circular knit Swiss pique, 7.25 oz. /sq. yd. Permanent X-EEDE performance must provide UV protection and wick moisture away from the body for superior comfort, thermal protection, ultimate dryness and enhanced performance. Fabric to be colorfast, abrasion resistant, and pill-proof. The permanent anti-microbial technology is odor, mildew and 99.9% bacteria resistant. Colors: white, black, tan, navy, red, spruce green, gray and royal blue.
- Collar:** The collar shall be a 7.25 oz. /sq. yd 100% polyester circular knit full fashion collar, with 2-3/4" points and permanent built-in stays placed along the edge for no-curl collar performance.
- Placket:** The 3-button placket shall be lined and finish 1-1/2" wide and 7" long. The bottom of the placket shall have a 1/2" stitched box, with a 1/2" mic loop sewn over the full width of the placket. The 3 buttons shall be evenly spaced on the placket with a horizontal buttonhole at the collar and vertical buttonholes for the two remaining buttons. The placket shall lap left over right.
- Back:** There shall be a semi-circular patch measuring 4-1/2" at the widest point, sewn at the neckline, running 1/4" from each shoulder seam. The seam edge will be merrowed with single needle topstitching sewn around the edge. The heat transfer label will be applied to the inside of this patch below the collar.
- Side Panels:** Gusseted side panels for increased comfort and mobility, 2-5/8" wide, made of self fabric, and shall be sewn to the front and back panels. The side panels shall extend from the end of the sleeve to the bottom hem.
- Sleeves:** Sleeves are to be one piece, have a 1" rib knit welt hem and graded lengths. Sleeve setting and closing shall be done with a merrow stitch. There shall be a 1/4" topstitch around the armhole and next to welt at sleeve hem. The left sleeve shall have a pencil pocket, 2" wide x 6" long. This pocket will be divided into two compartments.
- Shoulder Seam:** Shoulder seams shall contain stretch elastic for increased mobility and be edge-stitched on the back. Both shoulders shall contain a mic pocket to be approximately 1-3/4" wide x 2" deep, sewn into the shoulder seam.

Hem: The bottom hem shall be 1” deep and topstitched.

Thread: The thread for seaming, stitching, buttonholes and button sewing shall be cotton-covered Polyester core. The thread shall be stabilized so as not to shrink in boiling water more than 1.5%.

Label and Care Instructions:

Each garment shall have a heat-seal brand label containing size, country of origin, care and content. A Ufx hang tag will be attached to the garment.

UPC Identification:

A printed UPC bar code tag must be attached to every garment. The UPC bar code must identify style, color and size information so as to be incorporated into an inventory management system. Appropriate support documentation must be available to assist the Agency in encoding UPC information.

Pressing and Packing:

Shirts shall be carefully completed in first class manner and individually packed in polyethylene bags. Shirts to be bulk packed.

Emblem and embroidery:

Department provided emblem embroidery on left upper front. Rank over the first initial and last name on right upper front.

Finished Dimensions

Size:	XS	S	M	L	XL	2XL	3XL	4XL	5X	6XL
Collar Length:	14	15	16	17	18	19	20	20	21	22
Chest:	36	40	44	48	52	56	60	64	68	72
Sweep/bottom:	37	41	45	49	53	57	61	65	69	73
Back Length:	28	29	30	31	32	33	34	35	36	37
Sleeve Length:	9	9	9½	10	10½	11	11½	12	12½	13

Cost: _____

Item 9: Long sleeve shirts

5.11 Tactical TDU shirts #72002-162 Khaki

6.2 oz. poly/cotton Ripstop fabric. Triple-stitch construction. 26 individual bartacks at key stress points.

Tough melamine buttons won't burn, crack, or melt.

JCSO emblem on both sleeves.

Cost: _____

Item 10:

Safariland #38-4HS MKIV pepper spray holder. Basketweave hidden snap.

Cost: _____

Item 11:

Safariland #190-4HS cuff case. Basketweave hidden snap.

Cost: _____

Item 12:

Safariland #77-83-4HS double magazine pouch. Basketweave hidden snap.

Cost: _____

Item 13:

Safariland #33-4V glove pouch. Basketweave.

Cost: _____

Item 14:

Safariland #62-4HS belt keeper. Basketweave hidden snap.

Cost: _____

Item 15:

Campaign style, 3XXX Beaver felt hat with extra thick brim.

Brown with brown ribbon band.

Four eyelets. Two strap eyelets in brim.

Cost: _____

Item 16:

Campaign style, Straw triple brim hat.

Brown with brown ribbon band.

Four eyelets. Two strap eyelets in brim.

Cost: _____

Item 17:

Mock neck long sleeve shirt

Brown in color. 10.5 ounce 90% cotton and 10% Lycra blended fabric.

Collar and cuff use the same fabric as the body with reinforced stretch fusible lining.

Extra-long tails and taped reinforced seams.

“JCSO” embroidered in tan plain block letters starting center and back to the left on the wearer.

Cost: _____

Item 18:

Knit cap

Brown in color. 100% acrylic with Thinsulate liner.

Made in the USA.

Cost: _____

Item 19:
Rapid Assault shirt

TDU green and Multi-cam versions.

Polyester/cotton/spandex body with moisture wicking and quick drying properties. Sleeves are polyester/cotton ripstop.

Saddle shoulder design for freedom of movement and additional strength.

Large shoulder pockets, mesh panels and in integrated woven collar.

Quarter zip closure. Reinforced articulated elbows

Cost: _____

Item20:
Body Armor

Point Blank Alpha Elite Level II ballistics with two Hi-Lite concealable carriers.

Carriers have ThorShield protection and do not require a separate “sleeve” that might add weight and thickness. The ThorShield protection protects against Electroshock Weapons. In addition, the carriers must have pockets that accommodate a 5” x 8” or 8” x 10” plate. Must comply with NIJ 0101.06

V50 9 MM (fps): 1794 V50 .357 MAG (fps): 1761 Areal density: 0.63 lb/sq ft Thickness: .18”
5 year warranty. Made in the USA.

Cost: _____

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this _____ day of _____ 2017:

Company Name

County of Jefferson, State of Missouri

Signature

Kenneth B. Waller County Executive

Print

Company Address: _____

Phone: _____

I hereby certify under section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

County Auditor

APPROVED AS TO FORM

County Counselor

COOPERATIVE BID FORM

Bid Name: _____

INSTRUCTIONS: Bidders **MUST** fill out this form as part of the bidding process and attach to your bid response to Jefferson County, Missouri.

COOPERATIVE PROCUREMENT CONTRACT

This is a cooperating supply contract in accordance with Chapter 130, Section 130.020. K.3., of the Procurement Policy and Procedures, Jefferson County Code of Ordinances.

Will you extend bid prices, cash terms, and all other terms and conditions of any contract resulting from this bid with Jefferson County, Missouri, to any Jefferson County, Missouri, Municipality, government agency, district, sub-district or other tax-supported entity?

Yes _____ No _____

Although agreeing to the extension of the terms of this contract to municipalities or other tax-supported entities, *is not a prerequisite for award*, Jefferson County, Missouri, may take this factor into consideration if tie bids are received, in addition to the normal Terms and Conditions of the Invitation for Bid, enclosed herewith as a part of this bid.

**Bidders are encouraged to extend contract prices to
Municipalities and any other tax-supported entities.**

If agreeable to the above, state the **minimum** dollar value *per order* you will require from a Municipality or any other tax-supported entity (**this shall not apply to Jefferson County, Missouri Government, Departments or Divisions**):

MINIMUM DOLLAR VALUE PER ORDER: \$ _____

BY: _____

TITLE: _____

COMPANY: _____

CONTACT INFORMATION FOR COOPERATIVE AGREEMENT

Phone _____ **E-mail** _____

**THIS FORM WILL BECOME PART OF THE BID DOCUMENT PACKAGE SUBMITTED TO
JEFFERSON COUNTY, MISSOURI**