



CITY OF SUFFOLK

Purchasing Division

P.O. Box 1858, Suffolk, VA 23439-1858; T (757) 514-7520; Fax (757) 514-7524

INVITATION FOR BID

UNIFORMS – FIRE & RESCUE

ACCEPTANCE DATE: Prior to 3:00 p.m. May 16, 2012 “Local Verizon time”

IFB NUMBER: 2012 – 00099

ACCEPTANCE PLACE: Purchasing Division, Room 105
441 Market Street
Suffolk, Virginia 23434

BID OPENING LOCATION: Purchasing Conference Room
441 Market St., Room 105

Requests for information related to this Invitation should be directed to:

Ivy G Crawford, Buyer I

(757) 514-7520

Email address: icrawford@suffolkva.us

This document can be downloaded from our web site:

www.suffolkva.us/bids/index.jsp

Issue Date: April 25, 2012

IF YOU NEED ANY REASONABLE ACCOMMODATION FOR ANY TYPE OF DISABILITY IN ORDER TO PARTICIPATE IN THIS PROCUREMENT, PLEASE CONTACT THIS DIVISION AS SOON AS POSSIBLE.

If you have obtained this bid document from the City’s website or a source other than the City of Suffolk, contact the Purchasing Division prior to submitting your bid to ensure that a complete up-to-date package has been received. The Purchasing Division is not responsible for providing addenda if the bidder is not listed as a prospective bidder.

INVITATION FOR BID

UNIFORMS – FIRE & RESCUE

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BID PRICING FORM AND OTHER FORMS TO BE EXECUTED BY THE BIDDER

Prepared By: Ivy Crawford, VCA Date: April 24, 2012
Buyer I

UNIFORMS – FIRE & RESCUE

1.0 PURPOSE

The intent of this Invitation for Bid is to establish an annual contract with one or more contractors whereby the City of Suffolk may purchase the annual requirements of firefighter uniforms and accessories on an “as-needed” basis to be furnished and delivered F.O.B. destination to Suffolk Fire & Rescue, 400 Market Street and all other Fire & Rescue locations, in accordance with all specifications, terms, and conditions herein.

2.0 COMPETITION INTENDED

It is the City's intent that this Invitation for Bid (IFB) permits competition. It shall be the bidder's responsibility to advise the Purchasing Agent in writing if any language, requirement, specification, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this IFB to a single source. Such notification must be received by the Purchasing Agent not later than five (5) days prior to the date set for bids to close.

3.0 CONTRACT PERIOD

The contract shall cover the period from executed contract through May 31, 2013.

This contract may be renewed based on the terms and conditions at the expiration of its term by mutual agreement of the contractor and the City. The renewal may be for up to three (3) additional one-year periods.

Notice of intent to renew will be given to the Contractor in writing by the City, normally sixty (60) days before the expiration date of the current contract.

4.0 SCOPE OF SERVICES

4.1 General Specifications

All work shall be on an AS NEEDED BASIS in accordance with specifications and conditions herein and as instructed and scheduled with the using department. The City does not guarantee any minimum amount of expenditures for the Contractor during the contract period; quantity of goods or services needed by Fire & Rescue will be determined by the using department.

Successful Bidder shall have at least five (5) years of experience in providing the services/goods detailed in this Invitation to Bid and the necessary resources to perform the services or provide the goods. Bidder's references shall demonstrate the capability, in all respects, to perform the work specified herein.

4.2 Substitutions/Replacements

Brand names specified herein convey the type and quality of materials and construction required by the Suffolk Fire & Rescue in the performance of their work. It is not the intent of the City for these specifications to be proprietary; equals will be evaluated in accordance with comparable quality, technology,

function ability, and suitability for the purpose intended. See ATTACHMENT A.

The City, in its sole opinion, will determine whether the clothing/accessories offered are equal to that specified.

In the event any manufacturer discontinues any style of wearing apparel or shoe on this agreement, the Bidder shall supply another style equal to or greater than the specification on that item. Any substituted item shall be subject to the approval of Fire & Rescue personnel.

4.3 Delivery

All clothing/accessories shall be delivered F.O.B. destination to the individual firefighter at their fire station or if indicated to their home address. Pricing should include all shipping costs.

All deliveries shall be inside delivery unless otherwise instructed.

Contractor shall furnish an itemized delivery ticket complete with unit pricing with each order. All delivery tickets shall include the Purchase Order number and must be signed by City of Suffolk personnel and a copy left at the delivery location. Invoices are to be sent to Fire Station 6 located at 300 Kings Fork Road, Suffolk, VA 23434.

All stock/standard sizes shall be delivered within fourteen (14) days after receipt of order and special sizing stock shall be delivered within thirty (30) days after receipt of order.

Successful Bidder shall bag and label all orders per individual firefighter or staff member.

Fire Station Locations

STATION 1	400 MARKET STREET	23434	514-7550 FAX: 934-FIRE	
STATION 3	1001 WHITEMARSH RD.	23434	514-7592 FAX: 923-4796	
STATION 4	837 LAKE KILBY RD.	23434	514-7595 FAX: 925-5528	
STATION 5	3901 BRIDGE ROAD,	23435	514-7570 FAX: 638-5406	
STATION 6	300 KINGS FORK ROAD		514-4560	ADMINISTRATION
STATION 7	6666 O'KELLY DR.	23437	514-7598 FAX: 657-9497	HOLLAND
STATION 8	6235 WHALEYVILLE BLVD.	23438	514-7599 FAX: 986-2805	WHALEYVILLE
STATION 9	300 KINGS HIGHWAY		255-4240	CHUCKATUCK

	P. O. BOX 2164 23438 Use PO for mailing	FAX: 255-4160	
STATION 10	4869 BENNETTS PASTURE RD., P. O. BOX 5243 23435 Use PO for mailing	538-0519 FAX: 538-1643	DRIVER

Should the contractor fail to deliver an order at the time specified, or within a reasonable period of time thereafter, as determined by the Purchasing Agent or should the contractor fail to make timely replacement of rejected items when so requested, the City may purchase items of comparable quality in the open market to replace the rejected or undelivered items. The contractor shall reimburse the City for all costs above the contract price when purchases are made in the open market.

4.4 Contractor's Inventory

The Contractor shall notify the City of Suffolk within ten (10) days when out of stock on any item due to circumstances beyond his control. The City reserves the right to procure out-of-stock items from other sources in these situations.

Listings of all "in-stock" items shall be maintained at 40% or an adequate level by the vendor at their facility to insure prompt delivery.

4.5 Ordering and Invoicing

- a. Orders will be placed with the vendor as needed by the various individual firefighters. Preferably the department and authorized employees shall log onto the Contractors website and place orders directly through the website.
- b. Contractor shall submit all invoices and credit memos to the City of Suffolk Fire & Rescue Department, 300 Kings Fork Road, Suffolk, VA 23434; each shall reference the appropriate Purchase Order and individual firefighter. Items shall be billed for processing of payments in accordance with the City's normal payment cycle.
- c. All credit memos' must indicate original invoice number.

4.6 Returns

- a. For items delivered incorrectly, the Contractor shall pick up items to be returned on his next regular delivery or within seven (7) days of notification, whichever comes first, and allow full credit for items returned in original condition.
- b. Should the using agency desire to return items which were delivered in accordance with their order (not the error of the Contractor), Contractor shall accept said returns but may assess a restocking fee not to exceed 10% of the City's cost for that item.

4.7 Measurements and Alterations

Successful Bidder shall have the capabilities, facilities, and equipment necessary to fit any and all employees with the proper size, style, and quantity of wearing

apparel and/or shoes specified herein.

If needed and when called upon, the Contractor shall be required to have a representative available to the department within 2 business days.

Successful Bidder shall have on hand at their facility qualified personnel to measure and fit uniforms, and a trained tailor to fit and alter uniforms.

Successful Bidder shall accomplish alterations on all orders as required. **The bid price of all new purchases are to include alterations, attachments, hemming and sewing.**

4.8 Ownership of Work Product

Any work performed under a contract resulting from this Invitation to Bid shall be deemed to be work made-for-hire and belongs exclusively to the City. The City retains the right to obtain and to hold in its own name copyrights, registrations, or such other protection as may be appropriate to the work performed, and any extension or renewals thereof. Successful Bidder shall assist the City, or the City's designee, in perfecting the rights herein above defined and shall charge the City for such assistance at successful Bidder's then current consultant rates.

Examples:

- a. Artwork (logos, typesetting, plates, copy layouts)
- b. Computer Software Development
- c. Dies
- d. Patches, emblems, badges

4.9 Allotment Tracking System

Each Firefighter and some staff members are given an annual allotment of funds to spend for uniforms. The successful Bidder shall have a software generated system that will allow for tracking of each allotment and shall work with City staff to assure that the Firefighters do not exceed the funding available.

4.10 Management Reports

The Contractor shall provide a quarterly year-to-date summary report to the Purchasing Division of items purchased by the City.

4.11 Dedicated Staff

The Contractor shall provide **one** staff member with a minimum of three (3) years experience who shall be responsible for the overall coordination of work performed and shall act as central point of contact with the City of Suffolk Fire and Rescue Department. The dedicated staff member shall manage the orders, deliveries, returns, and Allotment tracking to assure all tasks are performed as specified in the Invitation for Bid.

The Contractor shall furnish and maintain a toll free telephone number 24 hours per day, seven (7) days per week, including weekends and holidays. Contractor shall indicate on the Bid Form a contact person's name and telephone number for normal working hours and also for orders that shall occur after traditional working hours, nights, weekends and/or holidays.

5.0 SPECIFICATIONS

ALL GARMENTS SHALL BE AVAILABLE IN MEN AND WOMEN'S SIZES AND CUT.

5.1 FOOTWEAR -Male and Female - SIZES - 4 TO 14

Bates #2263

- 8 inch, side zip, composite toe

Bates #2264

- 6 inch, side zip, composite toe

Hi Tech #5310 Stealth

- 8 inch, side zip, composite toe

Hi Tech #5312 Stealth

- 6 inch, side zip, composite toe

Bates BTS112.

- Black, Dress Shoes, Military Specifications.

Bates BTS752

- Black, Dress Shoes, Military Specifications.

5.2 SHIRTS AND BLOUSES - Male and Female – **L/S=LONG SLEEVE -- S/S=SHORT SLEEVE**

T-Shirt –

Gildan style #8300

Size – S thru 4XL

- Short sleeve
- Color: **Navy Blue with custom department screen print on back and left chest – screen to be one color – white.**
- NO Pocket

Long Sleeve Pullover

“R” Heroes style # 505

Sizes: small 36-38, medium 40-42, large 44-46, XL 48-50, XXL 52-54, XXXL 56-58

- Fabric – Body – Heavyweight Fleece, 80% cotton, 20% polyester, Non-Fire Resistant. Oversized for mobility and shrinkage allowances. Dyed in Lots to meet “R” Heroes color specifications for color continuity.
- Trim – 16 oz 2x2 – 98% cotton, 2% polyester (Lycra) Non-Fire Resistant. Dyed in lots to meet “R” Heroes color specifications for color continuity.
- Front – Soft collar front with 10” molded zipper (YKK Brand). 9” radio pouch pocket with pen & pencil holder on right chest set into yoke seam. 6” side pockets. “R” Heroes tornado man logo on the left sleeve.
- Yoke – Front yoke extending below zipper across chest, incorporating a 9” deep set in radio pocket.
- Stamping & Care Instructions – a permanent size tab shall be sewn in with care instructions on reverse side.
- Shrinkage – Length: 5% maximum, Width: 5% maximum.

**EMBROIDERY - Department Logo on Left Chest
Department Logo Left Shoulder**

Two Line Title and Name Right Chest

Polo Shirt

Elbeco

Sizes:

Small – length 31 inches, full chest 41 inches

Medium – length 31.5 inches, full chest 44 inches

Large – length 32 inches, full chest 47 inches

X-Large – length 32.5 inches, full chest 50 inches

XX-Large – length 33 inches, full chest 53 inches

XXX-Large – length 34 inches, full chest 56 inches

- Lycra / rib knit cuff keeps your sleeves at your wrists (long sleeve only)
- Hidden pen pocket on sleeve for easy access
- Dual hidden mic shoulder pockets and center mic loop
- short and long sleeve with hidden pen pocket on sleeve for easy access
- Extra-long body with side gusset panels
- Tagless neck for no-scratch comfort; no-curl knit collar with collar stays
- Comfort cut allows for wear over body armor
- Melamine high impact buttons

EMBROIDERY - Custom embroidered Department Logo left chest & left sleeve

Embroidered Title & Name right chest

Men's Shirt -Long Sleeve

Flying Cross by Fechheimer – Item: 35W7800

MUST BE AVAILABLE IN WOMEN'S SIZE AND CUT – Item: 126R7800

Sleeve lengths: 32-37 inches

Neck sizes: 14 ½ - 18 ½, 19, 20, 21, 22

- 7.0 to 7.5oz/ly 100% Textured Polyester with Visa System 3
- Color: **WHITE**
- Style: Dress style, top center placket front, full cut tapered fit, banded collar, long sleeves with barrel cuffs, and dress shirrtail. Two pleated breast pockets with topstitched scalloped flaps. Topstitched shoulder straps. Full badge reinforcement. Matching inside yoke and band of high luster PolyTwill. Work wear industrial style shirt construction is unacceptable and shall be cause for rejection.
- Collar & Stand – point to measure 3-1/8" long with ultrasonically fused in Mylar stays. Woven interlining of #250 Dacron. Stays to be 3" long, 3/8" minimum width, and fused under side of collar interlining. Stays applied directly to collar material itself unacceptable. Height at rear 1 ½". Topstitched ¼" off the edge. Collar stand to measure 1 5/16" at rear and band to be interlined with "Crease-n-Tack". Collar material itself (top or underside) shall have no fusing to Mylar stays or collar interlining.
- Front – left front shall have top center placket 1 ½" wide with 2 rows of stitches 7/8" apart. Shirt will have 7 buttons and buttonholes on the front; spacing between each shall be 3 ¾" except the spacing between the neck button and the first button with will be approximately 3 ¼". Top center placket to have woven interlining of #250 Dacron. Fronts shall be joined to the yoke so that both raw edges of the yoke are turned under with the front sandwiched between and then all three are stitched down

with a 1/16" raised stitch.

- Shoulder Straps – two-piece pointed, 1/4" topstitched and to be set on yoke with leading topstitch conforming to front joining seam. Measure 2" at sleeve tapering to 1-3/8" and set not more than 1/2" from collar set seam. Cross-stitched approximately 2" from sleeve seam. Shoulder strap to have functional buttonhole to attach to sewn button on shoulder of shirt.
- Badge Reinforcement – two-ply sling 1" wide centered over left pocket and stitched to shoulder seam and flap setting switch. It shall have two buttonhole eyelets 1 1/4" from top of pocket flap spaced 1 1/4" apart and centered on sling.
- Pockets – two breast patch pockets with mitered corners and 1 1/2" stitched pleats. Pleats shall be stitched top and bottom and full length of pleat. Pocket to measure 5 5/8" wide, 6" deep. Left breast pocket to have 1 1/2" pencil stitch. Each pocket to have hook Velcro, 3/4" long by 1/2" wide, positioned on both edges of pocket to correspond with outer scalloped flap points as specified. Velcro to be stitched all sides and to be sewn through pocket and shirt for added reinforcement.
- Flaps – two piece deep scalloped design to measure 5 7/8" across and 2 3/4" in depth at center point, 2 1/4" at sides. Secured to shirtfront approximately 3/8" above pocket. Left flap to have invisible pencil opening 1 1/2" to correspond precisely with pencil slot of pocket. Flaps to be 1/4" topstitched. Flaps to have woven interlining of #250 Dacron. Under side of to have looped Velcro 3/4" long by 1/2" wide stitched all sides, positioned on outer points of both pocket flaps to secure with corresponding Velcro strips on shirt pockets. Each flap shall have a button centered on uncut sewn buttonhole.
- Sleeves – vent shall be a minimum of 4 1/2" long with on piece top and bottom facings. Facing to measure 1 1/8" wide point blocked at top.
- Cuffs – two piece 1/2 inch hemmed cuff with 1/4" topstitching. Cuffs to measure 3" depth with rounded corners.
- Buttons – first grade 20-ligne melamine
- Sewing – collar, shoulder straps, pocket flaps and cuffs to be topstitched 1/4" off the edge. Inserting and felling seams to be safety stitched.
- Thread – color fast polyester wrap to match
- Interlinings – #250 Dacron. Collar stand interlined with Crease-N-Tack
- Military Creases – five stitched-in military creases

Men's Shirt – *Short Sleeve*

Flying Cross by Fechheimer – Item: 85R7800

MUST BE AVAILABLE IN WOMEN'S SIZE AND CUT – Item: 176R7800

Neck sizes: 14 1/2 - 18 1/2, 19, 20, 21, 22

- 7.0 to 7.5oz/ly 100% Textured Polyester with Visa System 3
- Color: **WHITE**
- Style - Dress style, top center placket front, full cut tapered fit, convertible collar, short sleeves and dress shirrtail. Two pleated breast pockets with topstitched scalloped flaps. Topstitched shoulder straps. Full badge reinforcement. Matching inside yoke and banana band of high luster PolyTwill. Work wear industrial style shirt construction is unacceptable and shall be cause for rejection.
- Collar – Convertible collar shall be one piece. Point to measure 3-1/8" long with ultrasonically fused in Mylar stays. Woven interlining of #250 Dacron. Stays to be 2 1/2" long, 3/8" minimum width, and fused under side of collar interlining. Stays applied directly to collar material itself unacceptable. Collar topstitched 1/4" off the edge. Material itself shall have no fusing to Mylar stays or collar interlining.
- Front – left front shall have facing approximately 3" in width. Left front

shall have a top center placket 1 1/2" wide with two rows of stitches 7/8" apart. Stitching on top center is not to be visible on the turn-back facing. Shirt will have 7 buttons and buttonholes on the front; spacing between each shall be 3 3/4" except the spacing between the neck button and the first button with will be approximately 2 1/2". Top center placket to have woven interlining of #250 Dacron. Fronts shall be joined to the yoke so that both raw edges of the yoke are turned under with the front sandwiched between and then all three are stitched down with a 1/16" raised stitch.

- Shoulder Straps – two-piece pointed, 1/4" topstitched and to be set on yoke with leading topstitch conforming to front joining seam. Measure 2" at sleeve tapering to 1-3/8" and set not more than 1/2" from collar set seam. Cross-stitched approximately 2" from sleeve seam. Shoulder strap to have functional buttonhole to attach to sewn button on shoulder of shirt.
- Badge Reinforcement – two-ply sling 1" wide centered over left pocket and stitched to shoulder seam and flap setting switch. It shall have two buttonhole eyelets 1 1/4" from top of pocket flap spaced 1 1/4" apart and centered on sling.
- Pockets – two breast patch pockets with mitered corners and 1 1/2" stitched pleats. Pleats shall be stitched top and bottom and full length of pleat. Pocket to measure 5 5/8" wide, 6" deep. Left breast pocket to have 1 1/2" pencil stitch. Each pocket to have hook Velcro, 3/4" long by 1/2" wide, positioned on both edges of pocket to correspond with outer scalloped flap points as specified. Velcro to be stitched all sides and to be sewn through pocket and shirt for added reinforcement.
- Flaps – two piece deep scalloped design to measure 5 7/8" across and 2 3/4" in depth at center point, 2 1/4" at sides. Secured to shirtfront approximately 3/8" above pocket. Left flap to have invisible pencil opening 1 1/2" to correspond precisely with pencil slot of pocket. Flaps to be 1/4" topstitched. Flaps to have woven interlining of #250 Dacron. Under side of to have looped Velcro 3/4" long by 1/2" wide stitched all sides, positioned on outer points of both pocket flaps to secure with corresponding Velcro strips on shirt pockets. Each flap shall have a button centered on uncut sewn buttonhole.
- Sleeves – straight and whole and to have 3/4" hem and finished at a minimum of 9 1/2" long from shoulder seam.
- Buttons – first grade 20-ligne melamine
- Sewing – collar, shoulder straps, pocket flaps and cuffs to be topstitched 1/4" off the edge. Inserting and felling seams to be safety stitched.
- Thread – color fast polyester wrap to match
- Interlinings – #250 Dacron.
- Military Creases – five stitched-in military creases

Men's Shirt – Long Sleeve

Southeastern Shirt Corp –

Code "3" – Style 3101 (NAVY) & Style 3106 (GREY)

MUST BE AVAILABLE IN WOMEN'S SIZE AND CUT

Neck sizes: 14 1/2 - 18 1/2, 19, 20, 21, 22

These need to be available with zippers or buttons. Zippers are used when wearing over body armor.

- Milliken & Co., 65% polyester and 35% cotton, Poplin weave, 5.0 oz. per yard. Visa III preshrunk positive release finish with moisture wicking.
- Fronts – Left front to have a self fabric center pleat 1 1/2" wide extending from collar band to bottom of shirt held down with two rows of stitching. The center pleat to be lined with 100% polyester, 250 denier. Right front

to have 1" wide button stay of self fabric extending from collar band to bottom of shirt. There shall be six front and one collar button. The shirt is to have sewn in permanent military creases, 1 in each front and 3 in the back.

- Collar – Collar and band to be die cut. The back of the stand is to measure 1 ½". The points, wide spread, are to 3 ¼" long at points and topstitched ¼" from edge. The interlinings are to be 100% polyester. Permanent collar stays of proper length are to be fused inside the collar so that no stitches are made thru the bottom leaf.
- Yoke – two piece yoke of self goods to measure approximately 3 ¾" at bottom center of band.
- Sleeves – straight and whole, sleeve vent shall have a top facing 1 ¼" wide finished at the top with a neatly blocked point. The lower facing to measure ½" in width. Sleeve placket to have one button and buttonhole placed approximately 2 ½" above the top of cuff. Sleeves must be secured to the body of the shirt by means of an over edge and a safety stitch so as to strengthen the seam. The same stitch must be on the side closing seam as well.
- Cuffs – barrel type cuffs to measure 3" wide with rounded corners and topstitched ¼" around edge. Buttons on cuff to be evenly spaced as to prevent puckering when fastened. To be die cut for uniformity. Cuffs to be attached to sleeves by double stitching ¼" apart visible on outside of cuff.
- Pockets – two breast pockets with mitered to finish 5 ½" wide and 5 ¾" long. The left breast pocket to have a pencil opening about 1 3/8". Both pockets to have a 1 ½" box pleat stitched top and bottom to prevent spreading. Velcro placed on edges
- Flaps – die creased to give uniform shape and size. Flaps to be scalloped, to finish 5 ¾" in width and 2 ½" in length at the sides, 2 ¾" at the center. Flaps to be secured to front of shirt approximately 1/2" above top of pocket. Left flap to have a pencil opening about 1 3/8" in width. Velcro to be placed on corners of each flap to correspond with Velcro on pockets. Flap shall be lined with a good grade and quality interlining.
- Badge Tabs – inside sling type of self goods approximately 1 ½" wide to extend from joining seam to pocket of left front. To have two small uncut buttonholes 1 ¼" apart with the lower buttonhole approximately 1 ¼" above flap.
- Shoulder Straps – to be sewn into sleeve head seam and measure approximately 2" tapering to 1 ½" with end pointed. Straps to be set approximately 1" from collar seam. They shall be box stitched to shoulders with a row of cross stitching 2" from sleeve head and diagonally sewn from each end of seam to the sleeve. Shall be lined with 100% polyester interlining.
- Collar stays – shall be of good quality staler vinyl, of proper length
- Interlinings – collar and centerfacing will be of 100% polyester interlinings. Flaps and straps shall be lined with a good grade of crease-n-tack.
- Size Marking – size tab to be sewn in with neck label to the inside of yoke of shirt.
- Buttons – all buttons shall be made from thermosetting polyester material and must match fabric.
- Pressing and Packing – Shirts shall be carefully pressed by hand in a first class manner. Shirts to be shipped in strong boxes so as not to be damaged in shipment. Shirts to be packed in individual polyethylene bags.
- Zipper Front Shirts – To be by YKK nylon separating zipper with nylon coil, matching binder seam, coordinated color for all components, all molded

plastic. The zipper is to be sandwiched between fronts and to extend from the second to the sixth buttonhole with the stitch to be concealed under the center strip.

- **LADIES SHIRTS – Ladies to have same features as men’s except on a ladies pattern.**

Men’s Shirt – *Short Sleeve*

Southeastern Shirt Corp –

Code “3” – Style 3201 (NAVY) & Style 3206 (GREY)

MUST BE AVAILABLE IN WOMEN’S SIZE AND CUT

Neck sizes: 14 ½ - 18 ½, 19, 20, 21, 22

- Milliken & Co., 65% polyester and 35% cotton, Poplin weave, 5.0 oz. per yard. Visa III preshrunk positive release finish with moisture wicking.
- Fronts – Left front to have a self fabric center pleat 1 ½” wide extending from collar band to bottom of shirt held down with two rows of stitching. The center pleat to be lined with 100% polyester, 250 denier. Right and left fronts to have an approximately 3” turn back extending from collar to bottom of shirt. There shall be six front and one collar button. The shirt is to have sewn in permanent military creases, 1 in each front and 3 in the back.
- Collar – die cut, convertible collar is to measure 3 ¼” long at points and topstitched ¼” from edge. The interlinings are to be 100% polyester. Permanent collar stays of proper length are to be fused inside the collar so that no stitches are made thru the bottom leaf.
- Yoke – two piece yoke of self goods to measure approximately 3 ¾” at bottom center of band.
- Sleeves – one piece, have a 1” hem and finish 10” long from the shoulder seam. Sleeve setting and closing shall be done with an over edge and safety stitch. Sleeve is to be bartacked at the hem.
- Pockets – two breast pockets with mitered to finish 5 ½” wide and 5 ¾” long. The left breast pocket to have a pencil opening about 1 3/8”. Both pockets to have a 1 ½” box pleat stitched top and bottom to prevent spreading. Velcro placed on edges
- Flaps – die creased to give uniform shape and size. Flaps to be scalloped, to finish 5 ¾” in width and 2 1/3” in length at the sides, 2 ¾” at the center. Flaps to be secured to front of shirt approximately 1/2” above top of pocket. Left flap to have a pencil opening about 1 3/8” in width. Velcro to be placed on corners of each flap to correspond with Velcro on pockets. Flap shall be lined with a good grade and quality interlining.
- Badge Tabs – inside sling type of self goods approximately 1 ½” wide to extend from joining seam to pocket of left front. To have two small uncut buttonholes 1 ¼” apart with the lower buttonhole approximately 1 ¼” above flap.
- Shoulder Straps – to be sewn into sleevehead seem and measure approximately 2” tapering to 1 ½” with end pointed. Straps to be set approximately 1” from collar seam. They shall be box stitched to shoulders with a row of cross stitching 2” from sleevehead and diagonally sewn from each end of seam to the sleeve. Shall be lined with a good grade and quality interlining.
- Collar stays – shall be of good quality staler vinyl, of proper length
- Interlinings – collar and center facing will be of 100% polyester interlinings. Flaps and straps shall be lined with a good grade of crease-n-tack.
- Size Marking – size tab to be sewn in with neck label to the inside of yoke of shirt.
- Buttons – all buttons shall be made from thermosetting polyester material

and must match fabric.

- Pressing and Packing – Shirts shall be carefully pressed by hand in a first class manner. Shirts to be shipped in strong boxes so as not to be damaged in shipment. Shirts to be packed in individual polyethylene bags.
- Zipper Front Shirts – To be by YKK nylon separating zipper with nylon coil, matching binder seam, coordinated color for all components, all molded plastic. The zipper is to be sandwiched between fronts and to extend from the second to the sixth buttonhole with the stitch to be concealed under the center strip.

5.3 SWEATERS - Male and Female - L/S=LONG SLEEVE Blauer Fleece Lined V-Neck Sweater:

Sizes - S (36-38), M (40-42), L (44-46), XL (48-50), 2XL (52-54), 3XL (56-58)

Color - Black

- V-neck pullover style
- Rugged and warm 2x1 rib knit with fleece backing
- Durable ripstop patches to reinforce shoulders and elbow
- CARE: Machine Washable
- High-performance blend of 57% polyester, 28% worsted wool, and 15% low pill acrylic.

5.4 TROUSERS AND PANTS - Male and Female

Flying Cross by Fechheimer – Item # 38200 for men; Item # H38233 for women

Sizes – Short rise – 28-40 (even only)

Regular rise – 28-60 (even only over 38)

Long rise – 32-42 (even only)

- Fabric – 100 % Polyester
- Weight - 11-11 ½ oz pre linear yard
- Weave - Serge
- Color – LAPD Navy
- 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 quarter top front pockets, and two hip pockets professionally finished with no visible topstitching
- Lining Material – The pocketing and fly lining material shall be 70% Polyester/30% Cotton 2.9 oz per sq 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.
- Waistband – The waistband shall be constructed using the "closed method" and shall measure a minimum of 1 7/8" wide when finished. The waistband curtain shall finish a minimum 2 1/8" wide and is to be made of the same fabric and color as the pocketing material and shall be attached to the top of the trouser with a zigzag stitch. The waistband curtain must contain Tru-Grip, a ½" surface area composed of thin 55 gauge rubber for maximum comfort and performance. The 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. The waistband curtain is composed of a wet laid non woven

canvas weighting 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, War: 300 Denier Texturized Polyester, Filling: 300 Denier Texturized Polyester, Rubber: 55 Gauge, count: 32-36 yarns per inch, Contents: 59% Polyester/41% Rubber. The waistband must contain ¾" Ban-Rol to prevent roll over at the trouser front. The waistband closure shall be accomplished with a single crush proof hook and eye centered on the waistband for wearer comfort. The hood and eye shall be reinforced with 7/8" non-woven stay tape that is anchored with topstitching through and through to the top of the waistband. 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 through the waistband curtain for added strength. The back center seam of the trouser is to be finished to allow for alterations with ample basic fabric and waistband curtain material to allow trouser size to be increased at least one size. The outlet in the seat is to be in proportion to waist outlet so seat may also be let out. Seat seam must be sewn with a tandem needle machine for maximum strength.

- Belt Loops – There shall be a minimum of seven belt loops ¾" 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. 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.
- Pockets – The two front pockets will be quarter top style with a; minimum opening of 6" and a minimum depth of 5 ¾" 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 facings to be made of the basic trouser fabric and shall be a minimum of 1". Front pocket barrier shall also be made of the basic trouser fabric and to measure a minimum of 2" (measured to the inside edge of pocket lining). The two hip pockets shall have a minimum 5 3/8" wide opening and a minimum dept of 5 ¾" 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. The corners of the hip pocket opening shall have straight firm bartacks for reinforcement. Hip pocket facing to be made of basic trouser fabric and shall be a minimum of ¾" and the barrier shall also be made of the basic trouser fabric and to be a minimum of 1 ½". The left hip pocket shall have a centered tab made of basic trouser fabric inserted into the top welt with bartacs at the top and bottom of the tab to form an opening or 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.
- Fly – 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. The right fly shall be lined with the same fabric 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.

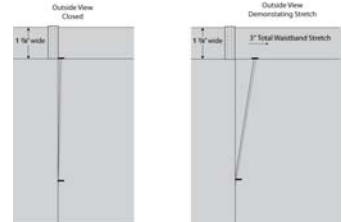
- Seat – Seat must be sewn with a Tandem Needle Machine for maximum durability.
- Stitching, Pressing & Finishing – Trouser must be stitched with matching thread. Trouser must be neatly pressed on Hothead Presses and properly shaped. Outseams and inseams are edge serged on automatic equipment for uniformity 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.

Flying Cross by Fechheimer – Item # 47400 for men; Item # 47400WT for women

Sizes – Short rise – 28-40 (even only)

Regular rise – 28-60 (even only over 38)

- Fabric – 65 % Polyester/35% Cotton
- Weight - 6 ½ oz sq yard
- Weave - Twill
- Color – LAPD Navy
- 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.
- 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.
- Waistband – 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 ¾-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. 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. 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



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.

- Fly – 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.
- 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.

5.5 Tactical Pant

TRU-SPEC Tactical Pant. 24-7 Series

Sizes – Men's 28-54; Women's 2-24

Colors: Khaki #1070; Navy # 1061; Black #1073; Olive Drab #1071

- Constructed of 6.5 oz 65/35 Teflon coated polyester cotton rip-stop fabric with excellent color fastness, wind resistance, and durable strength properties created for tactical use.
- Quick drying, wrinkle resistant and comfortable.
- Expandable back pockets with hook and loop closures.
- 2 knife/accessory pockets with stiff fusing inner lining.
- 2 thigh cargo pockets with hook and loop closure and bellowed side gussets.
- 2 cell phone/magazine pockets.
- Extra deep front pockets.
- YKK brass zipper/PRYM snap
- Reinforced knee with inside opening for knee pads.

5.6 Athletic Shorts

Sizes S – 3XL

Navy Blue – 100% cotton with side pockets

5.7 ACCESSORIES

Belt

- Garrison style, full grain black leather, 1 3/4" width, gold or silver buckle as requested

Watch Cap

- Blauer, fleece lining, color-navy blue, with department logo embroidery on front and last name on back.

Trooper Hat – Dark Navy (for blizzard cold weather)

- 100% nylon dobby weave with 3000mm + 3000g/M2 durable Anti-UV fabric with white PU coating.
- 100% polyester fleece in black
- 100% acrylic face pile, 100% polypropylene back, high luster seal finish
- Buckle: brass with flat black finish
- Snaps: non-rusting, 24 ligne, gunmetal finish on brass, heavy-duty closure
- Five piece design with front and side flaps
- Sweat band
- Quilted insulated liner
- Piled lined flaps
- Badge eyelets set vertically through front flaps
- Security strap with an adjustable buckle and snap

Ball Cap

- Legend style #M30UT, color – dark navy, uniform twill, 6 sewn rows lock stitch, leather strap, antique buckle, and department logo embroidered on front.

Neck Ties – Dark Navy polyester (for men)

- Short – 14.5" clip on with buttonholes
- Regular – 18" clip on with buttonholes
- Long – 20" clip on with buttonholes
- 57" necktie
- 61" necktie

Neck Ties – Dark Navy polyester (for women)

- Short – clip on
- Regular – clip on
- Long – clip on

Blackington Uniform Hardware

- Name bar - silver or gold with clutch back
- Serving since attachment – silver or gold
- Collar insignia
 - * 5 bugles gold finish
 - * 4 bugles gold finish
 - * 3 bugles gold finish
 - * 2 bugles gold finish
 - * 1 bugle gold finish
- Firefighter insignia – Rhodium finish

Firefighters BLUE Bell-Crown Cap

- Keystone Uniform Cap – style 149-G Bell Cap
- Navy Blue polyester serge
- Band – Navy Blue
- Piping – between top and the projection is a navy blue covered metal wire, which hold the round shape of the cap
- Haircloth – each of the four projections will have haircloth behind the outer fabric for firmness to hold the shape of the bell look
- Lining – black acetate lining with plastic pocket sewn in
- Sweatband – 1 1/4" wide perforated reeded sweatband
- Visor – shape 88 black, 2 1/4" length
- Strap – buttons – 1/2" black plastic, silver F.D. buttons

- Eyelets – 5 black eyelets, 1 in front for badge and 2 on each side for ventilation

Officers WHITE Bell Fire Cap

- Keystone Uniform Cap – style 244-G Bell Cap
- White Vinyl
- Band – Black Velvet
- Piping – between top and the projection is a white vinyl covered metal wire, which hold the round shape of the cap
- Haircloth – each of the four projections will have haircloth behind the outer fabric for firmness to hold the shape of the bell look
- Lining – white acetate lining with plastic pocket sewn in
- Sweatband – 1 1/4” wide perforated reeded sweatband
- Visor – shape 88 black, 2 1/4” length or an embroidered visor depending on rank
- Strap – buttons – gold nylon strap with gold FD buttons
- Eyelets – 5 white eyelets, 1 in front for badge and 2 on each side for ventilation

5.8 COATS AND JACKETS

Fechheimer Brothers Company dress coat #34800

- Fabric – Texturized woven 100% Dacron Polyester, Weave: 2x2 sere, weight: 11 – 11.5 oz./LY; Minimum of 8% stretch in warp and 10% , Yarn Size: 2-ply, 150 Denier in filling
- Color - NAVY BLUE
- Design - Four (4) 36 Ligne Gilt “P” buttons sewn on front 4” apart and one (1) 24 Ligne Gilt “P” button on each pocket flap.
- Collar – shall not be over 1 7/8” wide in back when finished. Stiffened with best quality Belgium elastic. Under collar of all wool collar cloth, closely padded.
- Edges and Seams – single stitched 3/16” plain seams, pressed open.
- Pockets – two lower scalloped flaps, no pockets, and two breast pockets pleated patch pockets with scalloped flaps. Lower and breast flaps to button with gilt “P” buttons. One inside reinforced breast pocket piped with same material 6” wide and 7” deep.
- Pocketing – inside pockets to be Drill.
- Lining – fully lined with navy blue rayon or 70 Denier nylon
- Vent – Back center
- Badge Tab – separate oval badge tab made of cloth about 1 1/2” wide and 2 1/4” long with two metal eyelets about 1 1/8” apart sewn to the outside left breast of the coat, so that the lower point of the badge is 1” above the breast pocket button.
- Buttonholes – all buttonholes, excepting shoulder strap buttonhole, shall be made to a full 1/2” from the edges of the seam and pocket flaps. Ends of all buttonholes shall be bartacked. Buttonholes to be “cut after” machine made buttonholes. All thread used in making buttonholes shall be black silk, tailor’s twist, colorfast and guaranteed against fading.
- Sweat Shields – sleeve sweat shield of the same cloth as the body of the coat, piped with rayon to be securely set under each arm over the lining.
- Shoulder Strap – sewn in sleeve directly on top of the shoulder. Strap shall come under the collar and fasten with 24 Ligne metal buttons at the edge of collar. Cross stitched.
- Outlets – all body seams to have outlets of not less than 1”. Turn up at sleeve cuffs to be no less than 2 1/2”.
- Construction – Hymo, felt and canvas to be properly stayed together with edges taped and sewn into seams. Finest canvas, felt and hymo available and cut to fit the actual size of the coat. Heavy shoulder pads.

All finding thoroughly cold water shrunk.

- Labels – There shall be permanently affixed size label and care instruction label. Garment must be made in the United States of America and bear a union label.

Fechheimer Brothers Company **double breasted dress coat #38804**

- Fabric – Texturized woven 100% Dacron Polyester, Weave: 2x2 sere, weight: 11 – 11.5 oz./LY; Minimum of 8% stretch in warp and 10% , Yarn Size: 2-ply, 150 Denier in filling
- Color - NAVY BLUE
- Design – six buttons, double breasted, three to button, straight front, semi-form fitting, with peaked lapels.
- Buttons – Six 36 Ligne Gilt “P” buttons sewn on front
- Collar – shall not be over 1 7/8” wide in back when finished. Under collar padded with under collar cloth.
- Edges and Seams – single stitched 3/16” plain seams, pressed open.
- Pockets – Two lower dummy flaps, NO pockets. One inside breast pocket on right side.
- Pocketing – inside pocket to be Polyester blend, Black.
- Lining – fully lined with black Poly-T lining.
- Badge Tab – separate loop badge tab made of cloth about 2 1/4” long with two stitched eyelets, about 1 1/8” apart, sewn to the outside left breast of the coat.
- Sweat Shields – sleeve sweat shield of the same cloth as in the body of the coat, piped with rayon to be securely set under each arm over the lining.
- Buttonholes – all buttonholes shall be made to a full 1/2” from the edges of the seam and pocket flaps. Ends of all buttonholes shall be bartacked. Buttonholes to be “cut after” machine made buttonholes. All thread used in making buttonholes shall be black silk, tailor’s twist, colorfast and guaranteed against fading.
- Outlets – all body seams to have outlets of not less than 1”. Turn up at sleeve cuffs to be no less than 2 1/2”.
- Labels – There shall be permanently affixed size label and care instruction label. Garment must be made in the United States of America and bear a union label.

Fechheimer Brothers Company #58150 Ultra Protector (Winter Parker for Chiefs)

- Fabric – 330 Denier Cordura Nylon (warp), 3 Ply Taslanized Nylon (filling) Weave – Plain treated with durable fluorocarbon water and stain release agents, Weight – 5.5 oz per sq yd, Break Strength – 190 warp (min) 110 fill (min), Tear Strength – 38 (min), Count – 64 warp 38 fill Shrinkage – warp and fill 2% max, Color Fastness & Crocking – Good, Coating – Non-ravel 1/4 oz Urethane
- Color - NAVY BLUE
- Permanent Lining – 100% Nylon Taffeta, Weave – Plain, Denier – 70 warp 70 fill
- Lining – Fibers – Nylon #66 continuous filling yarns with 34 filaments, Melting point – 450°F, Weight – 1.8 oz per sq yd, Warp – 104, Fill 86, Tear Strength – Min 3.5 warp & min 2.1 fill, Breaking strength – 125 warp -85 fill Maximum, Shrinkage – less than 2% warp and fill, Color Fastness & Crocking – Good, Color – Black
- Interlining – 100% Cotton Osnaburg – the following parts must be interlined – collar, collar stand, epaulets, pocket flaps and fronts.
- General Styling – Hip length cut from a modern uniform jacket pattern.

Two way zipper front opening and left and right side zippered vents for easy access to equipment. To have detachable pile collar, wind collar, permanent collar, collar stand, two piece set in sleeves, bi swing back, shoulder epaulets, upper handing and lower slash pockets. To have zip out Thinsulate Liner and permanent Thinsulate Lining in sleeves. Garment parts to be cut employing Gerber GGT 591 traveling, conveyerized and computerized cutting system.

- Removable Liner – There shall be a zip out sleeveless insulated liner that incorporates CD-200 Thinsulate Thermal Insulation in the body. The insulation shall be quilted to 86 pick nylon on the face side of the liner and nylon tricot on the backing. The perimeter of the liner shall be bound with black nylon tape and the liner shall have a zipper track to allow the liner to zip out of the jacket. Liner to be removable by means of a 54" aluminum zipper. The left front of the liner shall have a patch pocket measuring approximately 6" x 6".
- Sleeves – Two piece, coat style, set in, with shoulder pads and genuine leather trim. The sleeves shall be permanently lined incorporating CS-100 Thinsulate. The insulation shall be quilted to 86 pick nylon.
- Epaulets – The epaulets shall be 2 ¼" wide at their widest point. The points of the epaulets shall finish at the collar joining seam of the coat, fastened with a buttonhole and 24 ligne uniform button. The epaulets shall be functional and removable. They shall be placed under and folded over two loops constructed of self material placed approximately 2 ¾" apart sewn to either side of shoulder seams. The loop closest to the sleeve seam shall measure 2" x 3/8". The loop closest to the collar shall measure 1 ¾" x 3/8". Unfolded, the epaulet shall measure approximately 13" in length.
- Collar and Collar Stand – Permanent collar and collar stand shall be made of two plies of the basic fabric plus the interlining. Interlining shall be sewn to the under collar and under collar stand using an eight point star stitch. The collar points shall be well shaped and symmetrical. The detachable collar will consist of a layer of pile fabric and one layer of polyester/cotton pocketing. The under collar portion of the detachable collar shall consist of two plies of the basic fabric. There will be three buttonholes on both sides of the detachable collar for attachment to the jacket. Collar Pile – 100% Acrylic Face, 100% Polypropylene back. Minimum width – 1".
- Wristlets – black 100% polyester, 1 x 1 rib knit
- Buttonholes – cut first with #8 gimp. Thread ends to be bartacked.
- Pockets – upper pockets shall be inside hanging pockets with scalloped flap with 24 ligne button and buttonhole. Flaps to be self lined with snap closure system. Male portion of the snaps shall be located on the lower corners on the underside of the flaps. Female portion of the snaps shall be in a corresponding position on the front of the jacket to provide a neat and secure closure. The lower pockets shall be a slash pocket with 7/8" welt. The welt shall be trimmed with genuine leather. The inside nylon taffeta lining shall have a single inside pocket double piped. This shall be approximately 5 ½" wide x 8" deep and shall be on the left front.
- Bi-Swing Back – The bi-swing shall be approximately 12" in length and 1 ½" in depth. It shall be constructed with an elasticized anchor so that the bi-swing will be snapped back into proper position after being extended. The elastic shall be a 1" elastic braid.
- Bartacks – bartacks shall be used on the zipper of the quilted liner, at both male and female ends, and on both female ends of the storm liner (6 bartacks in all). The pocket on the quilted liner shall also be bartacked at each upper corner. Bartacks shall also be used to join binding ends on the armholes of the quilted liner and storm liner, and at any other binding ends. Badge tab shall be bartacked at each end.

- Slide Fasteners – Front zipper shall use a Delrin, two-way, size #10, 24” long, color black. The zip out lining zippers shall be aluminum, size #3, non-locking. Side zippers to be nylon, two way, size #3, 12” long, color black.
- Eyelets – Eyelets for the badge tab shall be spaced 1 1/8” center to center and shall be size 00 invincible brass.
- Badge Tab – to be made of self material with two metal eyelets. The bottom of the badge tab shall be approximately 5/8” above the left pocket flap.
- Labels – There shall be permanently affixed size label and care instruction label. Garment must be made in the United States of America and bear a union label.
- Limited Warranty – sample and contract garments shall carry a manufacturer’s printed warranty hang tag. Tag shall instruct the owner of their rights under the warranty. Limited warranty shall contain a minimum of 3 years from date of purchase to be free from defects in materials and workmanship. Warranty does not cover abnormal wear and tear, nor the color fastness of fluorescent fabrics, nor damage from chemicals, fire, misuse, accident or negligence.

Fechheimer Brothers Company #58130 –Ultra Duty Jacket and Liner

(Class B work)

Sizes – XS – 3XL

- Fabric – Outer shell – 2 ply Taslanized Nylon 70 Denier (filling) and Nylon 70 Denier (Warp), Plain Weave. Material to be treated with durable fluorocarbon water and stain release agents
- Color - NAVY BLUE
- Lining – permanent 86 pick Nylon lining. Color of lining must be black.
- Body Design – Jacket shall be full cut, waist length with zipper front closure, zip-in/zip-out liner, shirred waistband and zippered side vents. Body and sleeves are fully lined with a permanent 86 pick Nylon, color to match. Fronts shall be plain with patch pockets, scalloped flaps and badge tab. Jacket will be designed with a facing to accommodate the zip-out liner. There is to be a separate 2 1/2” shirred waistband with 2 1/2” heavy duty elastic. The entire waistband is to be shirred with the exception of an area approximately 6” on either side of the front opening. The jacket shall be designed with size zippered vents for easy access to weapon and equipment. The vents must have an elasticized snap tab closure system at the bottom.
- Sleeves – the sleeves shall be one piece. Bottom of the sleeve shall have Velcro and elastic for adjustable fit.
- Pockets & Flaps – shall be two patch pockets with 1/4” stitched box pleats finishing approximately 6 3/4” wide and 6 3/4” deep. Flaps shall be scalloped and self-lined. They shall close with Velcro on the side points and with a centered buttonhole. The pockets shall have a minimum 6” opening at the top and sides. The pockets shall be interlined with 65%/35% Poly/Cotton. The left flap is to have a pencil opening at the top of the flap. Both the pockets and the flaps are bartacked.
- Collar and Collar Stand – Permanent collar and collar stand shall be made of two plies of the basic fabric plus the interlining. The collar shall be designed to accommodate a removable fur collar by having buttons on the underside of the collar. The collar points shall be well shaped and symmetrical. The collar shall be top stitched with collar points long enough for a neat appearance.
- Badge Tab – To be of jacket material 2 1/2” long, 5/8” wide with 2 metal vertical eyelets 1 1/4” apart, center to center. Tab centered above left pocket and flap.

- Shoulder Straps – shall be constructed of two plies of the basic fabric plus the interlining. Shoulder strap shall be pointed and have slight taper for better appearance. Shoulder straps shall be sewn into the sleeve head with cross-stitching and the points of the straps stitched to the shoulder at the neck.
- Finishing & Pressing – entire jacket must be made in a first class manner. All loose threads must be removed and jacket must be completely pressed with high temperature pressing equipment and properly shaped. Jacket must be baked at the proper temperature to insure wrinkle resistance.
- Labels – There shall be permanently affixed size label and care instruction label.
- Inside Pockets – jacket shall have a welt inside breast pocket on each side. Pocket lining shall be 65/35 Poly/Cotton.
- Side Zipper Vents – Jacket shall be designed with side zippered vents, vents must have an elasticized snap tab closure system at the bottom
- Limited Warranty – sample and contract garments shall carry a manufacturer's printed warranty hang tag. Tag shall instruct the owner of their rights under the warranty. Limited warranty shall contain a minimum of 3 years from date of purchase to be free from defects in materials and workmanship. Warranty does not cover abnormal wear and tear, nor the color fastness of fluorescent fabrics, nor damage from chemicals, fire, misuse, accident or negligence.

Fechheimer Brothers Company #58130 –Zip Out Liner
 Sizes – XS – 3XL

- Shell – 86 pick black nylon taffeta
- Insulation – 3M Thinsulate, with a scrim covering front and back to prevent migration of insulation fibers. Lining must be quilted horizontally with a minimum of a 6" railroad pattern for maximum thermo retention. Excess stitching and openings in liner cause extreme loss of body heat.
- Body – 3M Thinsulate CDS 200 composed of 65% Polyolefin microfibers and 35% 6 Denier Polyester staple fibers (by weight) shall weigh approximately 200-grams/square meter horizontally quilted.
- Sleeves – 3M Thinsulate CDS 100 composed of 65% Polyolefin microfibers and 45% 6 Denier Polyester staple fibers (by weight). Shall weigh approximately 100-grams/square meter horizontally quilted. The liner sleeves shall have knit wristlets.
- Knit inserts – Black knit inserts must be attached beginning at the shoulder seam to the side seam of the liner sleeves approximately 16" in length and 2" at widest center point for comfort and ease of movement.
- Basic Design – liner should be full cut, designed to properly fit into jacket. Liner to incorporate side vent openings corresponding in location with side vents on jackets to allow access to equipment or weapon. All outer edges of the liner must be bound, covered with a bias binding and sewn with a safety stitch. Liner sleeves to attach to jacket sleeves with a snap and tab system. The liner shall have one patch pocket located on the inside of the left front. There shall be a zipper around the perimeter of the liner so it may be properly zipped into the jacket.

The Force – The Sentry **Windbreaker** #HS3323, HS3324, HS3325, HS3326

- Fabric – Outer shell – 80 % Polyester, 20% Cotton, 4.5-5.0 oz per sq yd, 600mm P/U coating, Yarns – Warp poly/cotton, 150 denier, single ply, Weft poly/cotton, 150 denier, single ply, Thread Count – 100 x 60 – Permanent Lining – 104 x 86 thread count, 10% nylon taffeta
- Design – jacket is a windbreaker style jacket with a two-piece front, plain back, and a two-way zipper front closure to the neck.

- Body Detail – Front is constructed of two pieces on each side, from the shoulder seam to the bottom of the jacket. The two pieces are joined with topstitched seams. The bottom has 1” shirring extending across the bottom, ending 1” from the side seams to accommodate optional side zippers. The inside facing extends continuously from one side of the center front to the other, to attach an optional zip-out liner. The edges of the inside facing are finished with a nylon binding. The jacket is fully lined. The inside pocket is sewn to the lining measuring 6” wide and 6” long.
- Side Panel Pockets – two side panel pockets with vertical openings measuring 6”, and extending inside the jacket for a depth of 5” on an angle. The openings must be bartacked at the top and bottom for extra strength.
- Pockets – two mitered pleated patch pockets, lined with non-woven interlining for stability. The pockets measure 5 2/4” wide and 6” long, and have a center pleat 1 1/4” wide. The pockets are attached with single-needle 1/4” topstitching. The top of the pockets must be bartacked for extra strength. The pocket flaps measure 5 1/2” wide, 3” at the center point, and 2” at the side edges. The flaps are attached 1/4” above the patch pocket, and using single needle stitching. There is a sewn in buttonhole in the center of the flap to accommodate a 24 ligne metal button.
- Sleeves – The cuffs are pointed with two buttons for cuff adjustment.
- Collar – the collar has non-woven interlining, and 1/4” topstitching.
- Badge Tab – The optional badge tab is made of self-goods and measures 1” wide and 2” long. It has two metal eyelets spaced 1” apart (center to center) it is placed loose in the left patch pocket.
- Zipper – the jacket has an YKK #5 two-way nylon separating zipper.
- Thread – All sewing is done with polyester core thread or 100% spun polyester thread.
- Size Tag and Care Instructions – The jacket must have a sewn-in label giving care instructions and marked with style number, fiber content, and size and WPL number. There must be a woven county of origin label in the jacket.

Firefighters Long Raincoats

Blauer Style# 26990 Reversible Raincoat

Size: XS, SM, M, L, XL, 2XL, 3XL, 4XL, 5XL, 6XL

Length: Short, Regular, Tall

- One-ply Tech-lite urethane-coated 200-denier oxford nylon fabric reversible to hi-vis color
- Certified to ANSI/SEA 107-2010 Class II (hi-vis yellow only)
- Authorized for purchase under the Homeland Security Grant Program & Act Grant as PPE
- 2” Scotchlite reflective trim on hi-vis side around chest and cuffs
- Seams sealed with thermal tape
- Snap-over fly front
- Snap equipment side opening
- Special facings prevent yellow “peek through”
- Go-through hook-and-loop side openings
- 48” long

Firefighters Short Rain Jackets

NeeseViz # 9300AJ

Size: SM, M, L, XL, 2XL, 3XL, 4XL, 5XL, 6XL

Silver Reflective Block 2" Letters on back to read "Suffolk Fire Rescue"

- Silver 2" 3M Scotchlite reflective tape
- Parks body design with curved tail back
- Nylon lining
- Waist take-up cord with barrel locks
- Covered outside side pockets (2)
- Inside breast pockets (2)
- Stand-up collar with zipper closure for hood
- Vertical side pocket with zip closure on left breast
- Zip front with storm flap and snap-front closure
- Tuck-away hood with draw cord and 2 plastic barrel locks
- Elastic wrists with take-up snaps
- Available in high visibility snaps
- Meets ANSI Class 3 visibility requirements

5.9 Embroidery/Alteration Guidelines

Embroidery Guidelines

The Fire & Rescue Department have embroidery guidelines that have been approved by the Fire Department Administration. The City, in its sole opinion, will determine whether the embroidery samples offered meet the general specifications.

Alteration Guidelines

Pricing of each item shall include artwork, embroidery, alterations, attachments, hemming, and sewing on all new garments purchased, and such work shall be performed within ten (10) days of order placement.

- a. Successful Bidder shall be required to remove old department emblems, chevrons, patches and buttons from uniforms and sew on new ones when necessary.
- b. Successful Bidder shall, when feasible, re-alter or repair existing used uniforms for department personnel.
- c. Successful Bidder shall add sleeve braids to existing blouses or garments at no charge and install the stripe specified. Also replace on existing shirts, rank chevrons as promotions are made within the Fire Department.

All female garments shall be cut on a woman's/gender specific uniform pattern. Male uniforms or patterns altered to fit females shall not be accepted.

Male Pants

Length must be long enough to touch the top of the shoe and cover the joining of the heel in the back of the shoe. Cuffs are NOT permitted.

Female Pants

Length must be long enough to touch the top of the shoe and cover the joining of the heel in the back of the shoe. Cuffs are NOT permitted.

6.0 INSTRUCTIONS TO BIDDERS

6.1 Submission of Bids

Pricing must be submitted on the Invitation for Bid pricing form only; failure to submit a bid on the official City form provided for that purpose shall be a cause for rejection of the bid. Include other information as requested or required. All bids shall be submitted in a sealed envelope and properly identified with the IFB number, IFB name and time and date of opening. Bids must be received by the Finance Department/Purchasing Division no later than the time specified on the opening date. ***Bids may be mailed to City of Suffolk, Purchasing Division, P.O. Box 1858, Suffolk, VA 23439 or hand delivered to 441 Market Street, Room 105, Suffolk, Virginia 23434.*** Faxed and e-mailed bids shall not be accepted. It is the bidder's responsibility to ensure the bid is received prior to the bid acceptance time.

6.2 City Contacts

Questions related to bid submittals should be directed to:

Ivy Crawford, Buyer I
(757) 514-7520
icrawford@suffolkva.us

Ivy Crawford, Buyer I, is the designated authorized spokesperson for the City of Suffolk with respect to this IFB. All questions should be directed to the Buyer's attention. The respondents to this IFB shall not contact, either directly or indirectly, any other employee or agent of the City regarding this IFB. This prohibition shall also extend to the Suffolk City Council and locally elected officials. Any such unauthorized contact may disqualify the bidder from this procurement.

6.3 Firm Pricing

Bid price must be firm for City acceptance for ninety (90) days from bid opening date.

6.4 Pricing to be F.O.B. Destination – Freight Included

Pricing shall be F.O.B. destination-freight included for all competitive bids. F.O.B. Destination-Freight Included shall include all shipping costs to the City location(s) at the unit cost. No additional shipping charges shall be allowed.

6.5 Unit Price

Bid unit price on quantity specified – extend and show total. In case of errors in extension, unit prices shall govern. Bids subject to unlimited price increases will not be considered.

6.6 Contract Quantities

The quantities specified in the Invitation for Bid are estimates only, and are given for the information of bidders and for the purpose of bid evaluation. They do not indicate the actual quantity, which will be ordered, since such volume will depend upon requirements, which develop during the contract period.

Quantities shown shall not be construed to represent any amount which the City shall be obligated to purchase under the contract, or relieve the contractor of his obligation to fill all orders placed by the City.

NO BID WILL BE CONSIDERED WHICH STIPULATES THAT THE CITY OF SUFFOLK SHALL GUARANTEE TO ORDER A SPECIFIC QUANTITY.

6.7 Authority to Bind Firm in Contract

Bids must include full legal firm name and address of bidder. Failure to manually sign bid may disqualify it. Person signing bid should show Title or Authority to bind the firm in a Contract.

6.8 Withdrawal of Bids

Bids may be withdrawn any time prior to the bid opening. Withdrawal of bids may be accomplished by submitting such request in writing on the issuing company's letterhead either in person or by certified mail. No bids may be withdrawn after the established bid opening date or time, unless the purchaser has extended the opening date.

6.9 Rejection of Bid

The City reserves the right to waive any technical errors in bids received and/or to reject any and all bids. Without limiting the generality of the foregoing, any bid which is incomplete, obscure, or irregular may be rejected; any bid failing to comply with all terms and conditions or failing to conform to the specifications may be rejected; any bid having interlineations, erasures, or corrections not appropriately initialed by the bidder may be rejected; and any bid accompanied by an insufficient or irregular bid security may be rejected.

6.10 Late Bids

Late bids will be returned to bidder unopened, if opening date and bidder's return address is shown on the container. Late bids shall not be accepted. It is the responsibility of the bidder to ensure the bid is received prior to the bid acceptance time.

6.11 Rights of City

The City reserves the right to accept or reject all or part of any bid, waive any informality and award the contract to the lowest responsive and responsible bidder to best serve the interest of the City.

6.12 Use of Contract by Other Public Bodies

Bidders are advised that the resultant contract may be extended, with the authorization of the Bidder, to other public bodies, or public agencies or institutions of the United States to permit their use of the contract at the same

prices and/or discounts and terms and conditions of the resulting contract. If any other public body decides to use the final contract, the Contractor shall deal directly with the public body concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing and payment. The City of Suffolk acts only as the "Contracting Agent" for these public bodies. Failure to extend a contract to a public body will have no effect on consideration of your bid.

It is the Contractor's responsibility to notify the public body(s) of the availability of the contract(s).

Other public bodies desiring to use the contract shall make their own legal determination as to whether the use of this contract is consistent with their laws, regulations and other policies.

Each public body has the option of executing a separate contract with the Contractor(s). Public bodies may add terms and conditions required by statute, ordinances, and regulations, to the extent that they do not conflict with the contract terms and conditions. If, when preparing such a contract, the general terms and conditions of a public body are unacceptable to the Contractor, the Contractor may withdraw its extension of the award to that public body.

The City of Suffolk shall not be held liable for any costs or damages incurred by another public body as a result of any award extended to that public body by the Contractor.

6.13 Inclement Weather/Closure of City Hall

If City Hall is closed for business at the time scheduled for bid opening, for whatever reason, sealed bids will be accepted and opened on the next scheduled business day, at the originally scheduled time.

6.14 Basis for Award

Contract award will be made to the lowest responsive and responsible bidder at the City's sole discretion. The City reserves the right to award the contract by item or in total for the contract period; the decision to make such award will be at the sole discretion of the City.

6.15 Announcement of Award

Upon the award or the announcement of the decision to award a contract as a result of this solicitation, the City will publicly post such notice on the bulletin board located outside of Room 105 of the Purchasing Division and/or on the City's web site, www.suffolkva.us for a minimum of ten days.

6.16 Bidder Qualification

Only bids from established contractors for work similar in scope to work herein shall be considered; the City reserves the right to request specific reference information prior to award. Bidder shall demonstrate that he has adequate and appropriate manpower, tools and equipment to respond and perform in accordance with the provisions herein.

The City may, at its option, disqualify a bidder and reject his bid for cause. Reasons deemed to be sufficient for this action shall include, but not be limited to, the following:

- Evidence of collusion among bidders.
- Receipt of more than one bid on any project from an individual, or from a corporation. This restriction does not apply to subcontractors
- Default on any previous contract.
- For unreasonable failure to complete a previous contract within the specified time or for being in arrears on an existing contract without reasonable cause for being in arrears.
- Inability to perform as revealed by an investigation of the Bidder's financial statement, experience and/or plant and equipment.

6.17 Taxes in Arrears

No bid or proposal will be accepted from or contract awarded to any person, firm or corporation that is in arrears, or is in default to the City upon any debt or contract, or that is a defaulter as surety or otherwise upon any obligation to the City.

7.0 **CONTRACT TERMS AND CONDITIONS**

The resulting contract with the successful bidder will be subject to the following terms and conditions:

7.1 License Requirement

All firms doing business in the City of Suffolk are required to be licensed in accordance with the City of Suffolk business license ordinance.

Wholesale and retail merchants without a business location in the City of Suffolk are exempt from this requirement. Any questions concerning business licenses should be directed to the Commissioner of the Revenue's Office, telephone (757) 514-4260.

7.2 Insurance

The CONTRACTOR shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with, the work performed on behalf of the City by the CONTRACTOR, his agents, representatives, employees or subcontractors. Proof of coverage as contained herein shall be submitted fifteen (15) days prior to the commencement of work and such coverage shall be maintained by the CONTRACTOR for the duration of the contract period; for occurrence policies. Claims made policies must be in force or that coverage purchased for three (3) years after contract completion date.

Contractor shall purchase and maintain the following insurance coverage:

- a. Workers Compensation
As statutorily required by the Commonwealth of Virginia. Employers Liability, \$1,000,000.

- b. Commercial General Liability
Minimum Limits
General Liability:

\$1,000,000	General Aggregate Limit
\$1,000,000	Products & Completed Operations
\$1,000,000	Personal and Advertising Injury
\$1,000,000	Each Occurrence Limit
\$ 50,000	Fire Damage Limit
\$ 5,000	Medical Expense Limit

- c. Auto Liability insurance
Coverage sufficient to cover all vehicles owned, used, or hired by the Contractor, his agents, representatives, employees or subcontractors.
Minimum Limits
Automobile Liability:
\$1,000,000 Combined Single Limit

- d. Coverage Provisions
 1. All deductibles or self-insured retention shall appear on the certificate(s).
 2. The City of Suffolk, its' officers/officials, employees, agents and volunteers shall be added as "additional insured" as their interests may appear. This provision does not apply to Professional Liability or Workers' Compensation/Employers' Liability.
 3. The CONTRACTOR'S insurance shall be primary over any applicable insurance or self-insurance maintained by the CITY.
 4. The CONTRACTOR shall provide 30 days written notice to the CITY before any cancellation, suspension, or void of coverage in whole or part, where such provision is reasonable.
 5. All coverage for CONTRACTOR'S subcontractors shall be subject to all of the requirements stated herein.
 6. All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by the CITY. At the option of the CITY, the insurer shall reduce or eliminate such deductible or self-insured retention, or the CONTRACTOR shall be required to procure a bond guaranteeing payment of losses and related claims expenses.
 7. Failure to comply with any reporting provisions of the policy(s) shall not affect coverage provided the CITY, its officers/officials, agents, employees
 8. The insurer shall agree to waive all rights of subrogation against

the CITY, its officers/officials, agents, employees or volunteers for any act, omission or condition of premises which the parties may be held liable by reason of negligence.

9. The CONTRACTOR shall furnish the CITY certificates of insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company(s) to bind coverage on its' behalf, if executed by a broker, notarized copy of authorization to bind, or certify coverage must be attached.
10. All insurance shall be placed with insurers maintaining an A.M. Best rating of no less than an A: VII. If A.M. Best rating is less than A: VII, approval must be received from CITY's Risk Manager.
11. All coverage designated herein shall be as broad as the Insurance Services Office (ISO) forms filed for use with the Commonwealth of Virginia.

7.3 Hold Harmless Clause

The Contractor shall, during the term of the contract defend, indemnify and hold harmless the City of Suffolk from and against any and all losses, damages, claims, fines, penalties, suits and costs, including bodily injury or death of any person(s), or loss or damage to property, as well as fines, assessments and penalties imposed by any authority which may arise out of any violations of law by, and all acts and omissions of the Contractor, the Contractor's agents, employees occurring in connection with the products, completed operations, and other services covered herein.

7.4 Safety

All contractor and subcontractor performing services for the City are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and City Safety and Occupational Health Standards and all applicable local and state rules and regulations. Also all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

7.5 Anti-Discrimination

By submitting their bids, bidders certify to the City that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians with Disabilities Act, the Americans with Disabilities Act and 2.2-4311 of the Virginia Public Procurement Act (VPPA). If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however,

if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (Code of Virginia 2.2.4343.1E).

In every contract over \$10,000 shall include the following provisions:

1. During the performance of this contract, the contractor agrees as follows:
 - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, service disabled veterans or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
 - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
2. The contractor will include the provisions of No. 1 above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

7.6 Ethics in Public Contracting

By submitting a bid, the bidder certifies that their bid is made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or subcontractor in connection with their bid, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged. (Code of Virginia 2.2.4367)

7.7 Compliance with Federal Immigration Law

Contractor does not, and shall not during the performance of the contract for goods and services in the Commonwealth of Virginia knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986.

7.8 Debarment Status

By submitting a bid, bidders certify that they are not currently debarred by the Commonwealth of Virginia from submitting bids or proposals on contracts for the

type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.

7.9 Antitrust

By entering into a contract, the contractor conveys, sells, assigns, and transfers to the City of Suffolk all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the City of Suffolk under said contract.

7.10 Drug-Free Workplace

During the performance of this contract, the contractor agrees to (1) provide a drug-free workplace for the contractor's employees; (2) post in conspicuous place, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (3) state in all solicitation or advertisement for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (4) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

7.11 Exemption from Taxes

The City is exempt from State Sales Tax and Federal Excise Tax. Tax Exemption Certificate indicating the City's tax exempt status will be furnished by the City of Suffolk.

7.12 Faith Based Organization

City of Suffolk does not discriminate against faith-based organizations.

7.13 Substitutions

NO substitutions or cancellations permitted after award without written approval by the Purchasing Agent.

7.14 Method of Payment

Contractor shall submit invoices in duplicate for each delivery, such statement to include detailed breakdown of all charges, and shall be based on completion of tasks or deliverables.

Invoices shall be submitted to using departments.

Upon acceptance of work, the City will render payment within forty-five (45) days of receipt of invoice. Interest shall accrue at the rate of one percent per month. Unless otherwise provided under the terms of this CONTRACT, interest for late payments shall not exceed one percent (1%) per month.

Individual contractors shall provide their social security numbers, and proprietorships, partnerships, and corporations shall provide their federal employer identification number on the pricing form.

7.15 Payments to Subcontractors

Within seven (7) days after receipt of monies paid by the City for work performed by a subcontractor under this contract, the contractor shall either:

- a. Pay the subcontractor for the proportionate share of the total payment received from the City attributable to the work performed by the subcontractor under this contract; or
- b. Notify the City and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment and the reason for non-payment.

The contractor shall pay interest to the subcontractor on all amounts owed that remain unpaid beyond the seven (7) day period except for amounts withheld as allowed in item b above.

Payments to subcontractor shall be made in accordance with § 2.2-4354 of Code of Virginia (1950), as amended. Unless otherwise specified in the contract, interest shall accrue at the rate of one percent (1%) per month.

7.16 Non- Assignment of Contract

This contract may not be assigned in whole or in part without the written consent of the Purchasing Agent.

7.17 Termination without Cause

The City may at any time, and for any reason, terminate this Contract by written notice to contractor specifying the termination date, which shall be not less than thirty (30) days from the date such notice is mailed.

Notice shall be given to contractor by certified mail/return receipt requested at the address set forth in contractor's Bid or as provided in this Contract.

In the event of such termination, contractor shall be paid such amount as shall compensate contractor for the work satisfactorily completed, and accepted by the City, at the time of termination.

If the City terminates this Contract, contractor shall withdraw its personnel and equipment, cease performance of any further work under this Contract, and turn over to the City any work completed or in process for which payment has been made.

7.18 Termination with Cause/Default/Cancellation

In the event that contractor shall for any reason or through any cause be in default of the terms of this Contract, the City may give contractor written notice of such default by certified mail/return receipt requested at the address set forth in Contractor's Bid/Proposal or as provided in this contract.

Unless otherwise provided, contractor shall have ten (10) days from the date such notice is mailed in which to cure the default. Upon failure of contractor to cure the default, the City may immediately cancel and terminate this contract as of the mailing date of the default notice.

Upon termination, contractor shall withdraw its personnel and equipment, cease performance of any further work under the contract, and turn over to the City any work in process for which payment has been made.

In the event of violations of law, safety or health standards and regulations, this contract may be immediately cancelled and terminated by the City and provisions herein with respect to opportunity to cure default shall not be applicable.

7.19 Non-Appropriation – Availability of Funds

It is understood and agreed between the parties hereto that the City shall be bound and obligated hereunder only to the extent that the funds shall have been appropriated and budgeted for the purpose of this contract. In the event funds are not appropriated and budgeted in any fiscal year for payments due under this contract, the City shall immediately notify contractor of such occurrence and this contract shall terminate on the last day of the fiscal year for which the appropriation was made without penalty or expense to the City of any kind whatsoever.

7.20 Severability

If any part, term, or provision of this agreement, shall be found by the Court to be legally invalid or unenforceable, then such provision or portion thereof, shall be performed in accordance with applicable laws. The invalidity or unenforceability of any provision or portion of any contract document shall not affect the validity of any other provision or portion of the contract document.

7.21 Conflict of Interest

Contractor shall not accept or receive commissions or other payments from third parties for soliciting, negotiating, procuring, or effecting insurance on behalf of the City.

7.22 Responsibility of Contractor

The Contractor shall, without additional costs or fee to the City, correct or revise any errors or deficiencies in his performance. Neither the City's review, approval or acceptance of, nor payment for any of the services required under this Agreement shall be deemed a waiver of rights by the City, and the Contractor shall remain liable to the City for all costs which are incurred by the City as a

result of the Contractor's negligent performance of any of the services furnished under this Agreement.

7.23 Controlling Law

This Agreement is made, entered into, and shall be performed in the City of Suffolk, Virginia, and shall be governed by the applicable laws of the Commonwealth of Virginia without regard to its conflict of law rules.

7.24 Venue; Pending/during Litigation

In the event of litigation concerning this Agreement, the parties agree to the exclusive jurisdiction and venue of the Circuit Court of the City of Suffolk, Virginia; however, in the event that the federal court has jurisdiction over the matter, then the parties agree to the exclusive jurisdiction and venue of the U.S. District Court for the Eastern District of Virginia, Norfolk Division.

The Contractor shall not cause a delay in services because of the pending or during litigation proceedings, except with the express, written consent of the City or written instruction/order from the Court.

7.25 Applicable Laws

This contract shall be governed in all respects by the laws of the Commonwealth of Virginia. Any judicial action shall be filed in the Commonwealth of Virginia, City of Suffolk.

7.26 Compliance with State Law, Foreign and Domestic Business authorized to Transact Business in the Commonwealth (VPPA §2.2 – 4311.2)

A bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 is to include in its bid or proposal the identification number issued to it by the State Corporation Commission. Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized. A public body may void any contract with a business if the business fails to remain in compliance with the provisions of this section.

BID FORM

TO: City of Suffolk, VA
Purchasing Division
441 Market Street
Suffolk, VA 23434

BID: UNIFORMS – FIRE & RESCUE

DUE: May 16, 2012

TIME: 3:00 p.m., Local

Quote firm price, exclusive of all taxes, to furnish, deliver, and unload, F.O.B. destination, materials specified in accordance with specifications and conditions herein. All quantities are estimates only; materials to be available on an **AS NEEDED** basis.

Prices shall remain firm and valid for a period of one (1) year after the receipt of bids; price increases for following years must be preapproved.

From Attachment A

GROUP 1 –

Description

Amount

FOOTWEAR

Subtotal \$ _____

GROUP 2 –

Description

Amount

SHIRTS & BLOUSES

Subtotal \$ _____

GROUP 3 –

Description

Amount

SWEATERS

Subtotal \$ _____

GROUP 4 –

Description

Amount

TROUSERS & PANTS

Subtotal \$ _____

GROUP 5 –

Description

Amount

ACCESSORIES

Subtotal \$ _____

GROUP 6 –

Description

Amount

COATS & JACKETS

Subtotal \$ _____

**BID TOTAL
(INCLUDES GROUPS 1-6)
From - ATTACHMENT A**

\$ _____

I acknowledge receipt of Addendum #'s _____

Payment Terms/Discounts _____ (Suffolk's normal payment schedule: items accepted and invoiced by 10th of month will be paid month end. Cash discounts offered for less than 30 Days from receipt of proper invoice will not be considered in award.)

Bidder has included/attached "ATTACHMENT A" YES / NO

Bidder has included/attached Anti-collusion Clause YES / NO

Bidder has included/attached Certificate of Insurance YES / NO

Any exceptions to the specifications listed above in the bid document shall be indicated in the space provided on Attachment A; this information must be submitted with the BID Form.

YEARS IN BUSINESS:

Indicate the length of time the firm has been in business providing this type of service:
Years _____ Months _____

DELIVERY AND INVENTORY REQUIREMENTS

The Contractor agrees to the delivery and inventory requirements as stipulated in the Scope of Services.

Guaranteed Delivery _____

Guaranteed percentage of items to be in stock _____

ALLOTMENT TRACKING SYSTEM:

The Bidder shall have a software generated system that will allow for tracking of each Firefighters annual allotment and shall work with City staff to assure that the Firefighters do not exceed the funding available.

Bidder can offer this service YES / NO

DEDICATED STAFF

The Contractor shall provide one staff member with a minimum of five (5) years experience who shall be responsible for the overall coordination of work performed and shall act as central point of contact with the City of Suffolk Fire and Rescue Department.

Staff member _____ Telephone # _____

Bidders Shall Provide References On This Form.

- 1. Firm Name _____
Contact _____
Title _____ E-mail _____
Mailing Address _____
Phone _____ Fax _____
- 2. Firm Name _____
Contact _____
Title _____ E-mail _____
Mailing Address _____
Phone _____ Fax _____
- 3. Firm Name _____
Contact _____
Title _____ E-mail _____
Mailing Address _____
Phone _____ Fax _____

Company Name _____

Address _____

Person Quoting _____ Title _____

Telephone No. _____ Fax _____

Email Address: _____ Cell Phone # _____

Soc. Security # or FIN # _____

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same equipment/materials/ service and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences and civil damage awards. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

I certify by my signature below that I have received the documents associated with this bid and understand that the review for completeness of these bid documents and the understanding and comprehension of the bid specifications is solely my responsibility; based on this, by my signature below I waive all rights to further claims against the City of Suffolk that the document were incomplete or not understandable.

I certify that the bidder represented herein is eligible to bid with respect to all applicable sections of State and Local Government Conflict of Interest Act, Code of Virginia, Section 2.1-639.1 et. seq.

• **Signature** _____ **Date** _____
Title _____

* Person signing bid should show title or authority to bind the firm in a contract.

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID, FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2 an Offeror/Bidder organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures establish to implement this section is granted by the City Manager, as applicable.

If this quote for goods or services is accepted by the City of Suffolk, Virginia the undersigned agrees that the requirements of the Code of Virginia Section §2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information.

A. _____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.

B. _____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's identification Number issued to it by the SCC is _____.

C. _____ Offeror/Bidder does not have an Identification Number issued to it by the SCC such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9)

Legal Name of Offeror/Bidder

Date

Authorized Signature

Print or Type Name and Title

RETURN THIS PAGE WITH COPIES OF DOCUMENTATION

ANTICOLLUSION/NONDISCRIMINATION/DRUG FREE WORKPLACE CLAUSES

ANTICOLLUSION CLAUSE:

IN THE PREPARATION AND SUBMISSION OF THIS BID, SAID BIDDER DID NOT EITHER DIRECTLY OR INDIRECTLY ENTER INTO ANY COMBINATION OR ARRANGEMENT WITH ANY PERSON, FIRM OR CORPORATION, OR ENTER INTO ANY AGREEMENT, PARTICIPATE IN ANY COLLUSION, OR OTHERWISE TAKE ANY ACTION IN THE RESTRAINT OF FREE, COMPETITIVE BIDDING IN VIOLATION OF THE SHERMAN ACT (15 U.S.C. SECTION 1), SECTIONS 59.1-9.1 THROUGH 59.1-9.17 OR SECTIONS 59.1-68.6 THROUGH 59.1-68.8 OF THE CODE OF VIRGINIA.

THE UNDERSIGNED BIDDER HEREBY CERTIFIES THAT THIS AGREEMENT, OR ANY CLAIMS RESULTING THEREFROM, IS NOT THE RESULT OF, OR AFFECTED BY, ANY ACT OF COLLUSION WITH, OR ANY ACT OF, ANOTHER PERSON OR PERSONS, FIRM OR CORPORATION ENGAGED IN THE SAME LINE OF BUSINESS OR COMMERCE; AND, THAT NO PERSON ACTING FOR, OR EMPLOYED BY, THE CITY OF SUFFOLK HAS AN INTEREST IN, OR IS CONCERNED WITH, THIS BID; AND, THAT NO PERSON OR PERSONS, FIRM OR CORPORATION OTHER THAN THE UNDERSIGNED, HAVE, OR ARE, INTERESTED IN THIS BID.

DRUG-FREE WORKPLACE:

DURING THE PERFORMANCE OF THIS CONTRACT, THE CONTRACTOR AGREES TO (I) PROVIDE A DRUG-FREE WORKPLACE FOR THE CONTRACTOR'S EMPLOYEES; (II) POST IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, A STATEMENT NOTIFYING EMPLOYEES THAT THE UNLAWFUL MANUFACTURE, SALE, DISTRIBUTION, DISPENSATION, POSSESSION, OR USE OF A CONTROLLED SUBSTANCE OR MARIJUANA IS PROHIBITED IN THE CONTRACTOR'S WORKPLACE AND SPECIFYING THE ACTIONS THAT WILL BE TAKEN AGAINST EMPLOYEES FOR VIOLATIONS OF SUCH PROHIBITION; (III) STATE IN ALL SOLICITATIONS OR ADVERTISEMENTS FOR EMPLOYEES PLACED BY OR ON BEHALF OF THE CONTRACTOR THAT THE CONTRACTOR MAINTAINS A DRUG-FREE WORKPLACE; AND (IV) INCLUDE THE PROVISIONS OF THE FOREGOING SECTIONS I, II, AND III IN EVERY SUBCONTRACT OR PURCHASE ORDER OF OVER \$10,000, SO THAT THE PROVISIONS WILL BE BINDING UPON EACH SUBCONTRACTOR OR VENDOR.

FOR THE PURPOSE OF THIS SECTION, "DRUG-FREE WORKPLACE" MEANS A SITE FOR THE PERFORMANCE OR WORK DONE IN CONNECTION WITH A SPECIFIC CONTRACT AWARDED TO A CONTRACTOR IN ACCORDANCE WITH THIS CHAPTER, THE EMPLOYEES OF WHOM ARE PROHIBITED FROM ENGAGING IN THE UNLAWFUL MANUFACTURE, SALE, DISTRIBUTION, DISPENSATION, POSSESSION OR USE OF ANY CONTROLLED SUBSTANCE OR MARIJUANA DURING THE PERFORMANCE OF THE CONTRACT.

NONDISCRIMINATION CLAUSE:

1. EMPLOYMENT DISCRIMINATION BY BIDDER SHALL BE PROHIBITED.
2. DURING THE PERFORMANCE OF THIS CONTRACT, THE SUCCESSFUL BIDDER SHALL AGREE AS FOLLOWS:
 - A. THE BIDDER, WILL NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, RELIGION, COLOR, SEX, NATIONAL ORIGIN, AGE, DISABILITY, OR ANY OTHER BASIS PROHIBITED BY STATE LAW RELATING TO DISCRIMINATION IN EMPLOYMENT, EXCEPT WHERE THERE IS A BONA FIDE OCCUPATIONAL QUALIFICATION/CONSIDERATION REASONABLY NECESSARY TO THE NORMAL OPERATION OF THE BIDDER. THE BIDDER AGREES TO POST IN CONSPICUOUS PLACES, AVAILABLE TO EMPLOYEES AND APPLICANTS FOR EMPLOYMENT, NOTICES SETTING FORTH THE PROVISIONS OF THIS NONDISCRIMINATION CLAUSE.
 - B. THE BIDDER, IN ALL SOLICITATIONS OR ADVERTISEMENTS FOR EMPLOYEES PLACED ON BEHALF OF THE BIDDER, WILL STATE THAT SUCH BIDDER IS AN EQUAL OPPORTUNITY EMPLOYER.
 - C. NOTICES, ADVERTISEMENTS, AND SOLICITATIONS PLACED IN ACCORDANCE WITH FEDERAL LAW, RULE OR REGULATION SHALL BE DEEMED SUFFICIENT FOR THE PURPOSE OF MEETING THE REQUIREMENTS OF THIS SECTION.
 - D. BIDDER WILL INCLUDE THE PROVISIONS OF THE FOREGOING SECTIONS A, B, AND C IN EVERY SUBCONTRACT OR PURCHASE ORDER OF OVER \$10,000, SO THAT THE PROVISIONS WILL BE BINDING UPON EACH SUBCONTRACTOR OR VENDOR.

Name and Address of Bidder:	Date:
	By:
	Signature In Ink
	Printed Name
Telephone Number: ()	
Fax Phone Number: ()	Title
FIN/SSN#:	

Is your firm a "minority" business? Yes No If yes, please indicate the "minority" classification below:
 African American Hispanic American American Indian Eskimo Asian American Aleut
 Other; Please Explain: _____

Is your firm Woman Owned? Yes No Is your firm a Small Business? Yes No