



# FULTON COUNTY

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## VISION

People Families Neighborhoods

## MISSION

To serve, protect and govern in  
concert with local municipalities

## VALUES

|             |                     |
|-------------|---------------------|
| People      | Customer Service    |
| Ethics      | Resource Management |
|             | Innovation Equal    |
| Opportunity |                     |

### **Invitation To Bid # 2005001YB**

**Uniforms, Footwear, Duty Gear and Equipment  
for the Sheriff's Department**

**Bid Due: 11:00 a.m. November 16, 2004**

**PRE-BID CONFERENCE TUESDAY, NOVEMBER 2, 2004**  
**PROCEDURAL CONTACT: Charles Leonard, Purchasing Dept. at 404-730-5807**  
**FOR ANY AND ALL QUESTIONS, PLEASE EMAIL CHARLES LEONARD**  
**AT CHARLES.LEONARD@CO.FULTON.GA.US**

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Note: All vendors submitting a bid must complete this page. If you are submitting a bid, please submit **the original and one copy**.

Vendors may email any questions that you may have up to 1 week before the due date.

All bids should be sealed and mailed to the following address:

The Fulton County Purchasing Department  
130 Peachtree Street S.W. Suite 1168  
Atlanta Georgia 30303

NOTE TO VENDOR:

PLEASE RESPOND TO THE ATTACHED BID. EVEN IF YOUR COMPANY'S RESPONSE IS A "NO-BID". COMPLETION OF THIS FORM IS NOT REQUIRED. IT IS OPTIONAL. WE ARE VERY INTERESTED IN ENSURING THAT OUR BIDS ARE NON-RESTRICTIVE AND THAT NO BIDDER IS ELIMINATED ARBITRARILY. IT IS THE COUNTY'S INTENT TO ABOLISH ANY AND ALL BARRIERS TO ITS' PROCUREMENT PROCESS WHICH PREVENTS INTERESTED AND QUALIFIED BIDDERS FROM PARTICIPATING.

SHOULD YOU RESPOND WITH A "NO-BID", PLEASE EXPLAIN WHY.

EXAMPLES ARE:

- (1) OUR COMPANY CANNOT MEET THESE SPECIFICATIONS BECAUSE YOU REQUIRE:
  
- (2) OUR COMPANY CAN NOT COMPETITIVELY BID ON THIS PRODUCT OR SERVICE BECAUSE:
  
- (3) OTHER:

YOUR RESPONSE WILL BE GIVEN CAREFUL CONSIDERATION AND INCLUDED IN THE BID FILE WITH OTHER VENDOR COMMENTS. IF IT APPEARS, FROM THE FEEDBACK RECEIVED, THAT THE SPECIFICATIONS ARE RESTRICTIVE YOUR INPUT WILL HELP THE COUNTY MAKE THE NECESSARY CHANGES SO THAT A GREATER NUMBER OF INTERESTED BIDDERS ARE INCLUDED, YOUR INPUT IS NEEDED, IT WILL MAKE A DIFFERENCE

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Bid Number: 2005001YB  
Uniforms, Footwear, Duty Gear and Equipment  
for the Sheriff's Department

1.0 Request for Bid

Fulton County is soliciting bids from qualified vendors to provide uniforms, boots, duty gear and equipment to the Sheriff's Department on a contractual as, if and/or when requested basis from date of award through one twelve (12) month period. The County reserves the right for options for two (2) additional twelve (12) month extensions pending satisfactory vendor performance evaluations, availability of departmental appropriated funding, and approval by the Board of Commissioners.

Fulton County reserves the right to accept or reject any or all bids, or any part thereof, and to waive any technicalities. Fulton County reserves the right to award the contract resulting from this bid in whole or in part, to one or more vendors, as is in the best interest of the County.

A **Pre-bid Conference** will be held on Tuesday, November 2, 2004 at 10:00 A.M. in the Purchasing Department bid room. Attendance is not mandatory, however all prospective bidders are encouraged to attend. Fulton County has a significant investment in standardized uniforms. As representatives of the public, it is imperative that all uniformed employees present a professional and uniformly consistent image that is reflected by standardized uniforms in the department as applicable. Therefore, it is important that each bidder visit the Purchasing Department at some time to view a sample uniform currently in service, and note the specifications that, in many instances, cite a brand name, model number and "or equivalent" description. Substitutions will be fairly evaluated and Fulton County reserves the right to be the sole judge of "equivalent".

The Department's requirements have been divided into categories; a pricing grid will be found for each category, vendors must complete the grid. The technical specification for each category follows the grid.

The Department has a uniform allotment per employee; it will be the successful vendor's responsibility to obtain the specified allotment from the Department contact person. The County will not be responsible for the payment of invoices that exceed the County's maximum allotment (\$600.00 for regular Deputy, \$450.00 Detention Officer, and \$1,000.00 for new employee).

**The successful vendor will be required to provide an itemized list of all purchases, per individual, to the Department no later than October 10th of each contractual year.**

The successful vendor will be required to submit a consolidated invoice containing all individual invoices comprising the completed order to the department contact person **within three (3) weeks of delivery.**

**The successful vendor agrees and will provide invoices on all back ordered items no later than October 1<sup>ST</sup> each year to effectively close out the year's account and to accommodate the County's annual close out period.**

All garments furnished as a result of this contract must be new.

All garments listed are to be furnished with woven label, permanently affixed, which label must include correct fabric content and identification and laundering (cleaning) instructions. All garments must be delivered thoroughly pressed in conformance with good trade practice of better quality garments.

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The successful bidder must be able to reasonably match existing uniforms. A sample uniform is available for examination in the Purchasing Department. Please contact Charles Leonard at 404-730-5807 to schedule an appointment.

Each bidder is required to submit one (1) complete uniform sample (samples must be new, unworn and be the exact item vendor is bidding). Each item shall be marked with the bid number, vendor name and address, item name, style and/or model number, and fabric type. Bidder must also submit a fabric swatch (minimum size 2" x 2") for each fabric type and fabric color in which the items requested is available. These items shall be delivered to the attention of Charles Leonard of the Purchasing Department, and shall arrive no later than Tuesday, November 2, 2004, (14) days before the bid opening date.

If not mutilated or destroyed in the examination, the bidder will be responsible for removal of samples at his expense within thirty (30) days of contract award. If the bidder fails to remove samples within thirty (30) days, they shall be considered as abandoned and the County shall have the right to dispose of them as its own property.

Awarded vendor(s) must provide on a bi-weekly basis a recurring, responsive service for fitting of employees and processing of orders. Vendor may be required, at the County's discretion, to either 1) visit the using Division facilities, 2) vendor use his/her facility located within Fulton County, or 3) use a mobile van, if vendor has this capability. Space at the Department's facilities will only be available for use at the times and locations mutually agreed upon by the contractor, and the Department. Awarded vendor(s) will be responsible for contacting the department to schedule appointments for fittings within forty-eight (48) hours after request from the user.

The successful vendor(s) **is required** to provide an accurate tracking system per individual and per order, as ordered and delivered. Orders must be shipped complete per individual, **partial orders will not be accepted**. Delivery, to include measuring and fitting, must be provided to the site specified by the department, within thirty (30) days upon receipt of purchase order. It is understood that badges and leather jackets require a longer lead-time and will therefore be exempt from the 30-day delivery requirement. However, each bidder must indicate their anticipated delivery time for badges. Any corrections necessary due to mis-fittings or defects must have a maximum two (2) week turnaround. All deliveries must be made to the location specified by the department contact person. **Vendor will discount all items 5% if not delivered within 75 calendar days after last measurement date and a 10% discount on items undelivered within 150 calendar days after last measurement date. This will include all bid items except badges, leather jackets and bulletproof vest.**

The successful vendor(s) will be required to fit **all employees**, regardless of size, with each item bid.

The successful bidder agrees not to sell or provide employee data, in any form, to any other party other than to authorize County personnel.

Each bidder shall submit with bid an illustrated brochure and data sheets with manufacturer's complete printed specifications covering class and type equipment covered by the bid. This material shall show reasonable evidence of having been printed before publication of the bid notice and shall be sufficiently detailed to permit proper evaluation of the bid.

The bidder shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of this bid. This sheet shall be labeled "exceptions to bid conditions", and shall be attached to bid.

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Bid award will be made to the **lowest, responsible, responsive bidder**. The quality of the articles to be supplied, their conformity with the specifications, the suitability to requirements, delivery terms, conditions and any guarantee clauses shall be taken into consideration. The Sheriff's Department has the discretion to determine if the items bid meet the specifications.

Issuance of a purchase order will bind the bid prices for the stated duration of the award.

Bidder must provide the following information:

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Street Address: \_\_\_\_\_  
\_\_\_\_\_

A/c & Telephone No.: \_\_\_\_\_

Bidder must submit a copy of their warranty/guarantee program with bid.

Any award made as a result of this bid will be for a twelve (12) month period, effective from date of award through one year. Fulton County reserves the right to renew this contract for two (2) additional twelve (12) month periods pending availability of departmental appropriated funding, as well as contractor compliance with County rules and policies including EEOC and Board of Commissioners= approval. Option year price increases shall not exceed the consumer price index (CPI) as published by the bureau of labor statistics of the U.S. Department of Labor with particular reference to the average shown on such index for "all items" for the Atlanta Metropolitan area.

For bid questions or other information please contact Charles Leonard at 404.730.5807.

Remarks or exceptions:

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2.0 Bid Pricing Form

Note: The numbers in parentheses are for Fulton County bid tabulation purposes only.

2.1 Jackets

| Description/Type | Manufacturer | Model Number | Price per each |
|------------------|--------------|--------------|----------------|
| Leather Jacket   |              |              |                |
| Men's            | (1a)         | (1b)         | \$ (1c)        |
| Women's          | (1d)         | (1e)         | \$ (1f)        |
| Nylon Jacket     |              |              |                |
| Men's            | (1g)         | (1h)         | \$ (1i)        |
| Women's          | (1j)         | (1k)         | \$ (1l)        |
| Duty Jacket:     |              |              |                |
| Men's            | (1m)         | (1n)         | \$ (1o)        |
| Women's          | (1p)         | (1q)         | \$ (1r)        |

2.2 Sweater

| Description/Type   | Manufacturer | Model Number | Price per each |
|--------------------|--------------|--------------|----------------|
| 100% Wool          |              |              |                |
| Men's              | (2a)         | (2b)         | \$ (2c)        |
| Women's            | (2d)         | (2e)         | \$ (2f)        |
| Acrylic/Wool Blend |              |              |                |
| Men's              | (2g)         | (2h)         | \$ (2i)        |
| Women's            | (2j)         | (2k)         | \$ (2l)        |

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2.3 Trousers

| Description/type  | Manufacturer | Model Number | Price per Each |
|---|--------------|--------------|----------------|
| 100% Polyester<br><b>(Tan must Match Det. Off. Shirt)</b> |              |              |                |
| Men's   | (3a)         | (3b)         | \$ (3c)        |
| Women's   | (3d)         | (3e)         | \$ (3f)        |
| Dacron Poly 75/25 Wool Blend                              |              |              |                |
| Men's   | (3g)         | (3h)         | \$ (3i)        |
| Women's   | (3j)         | (3k)         | \$ (3l)        |

2.4 Shorts

| Description/type           | Manufacturer | Model Number | Price per Each |
|----------------------------|--------------|--------------|----------------|
| 35% Cotton / 65% Polyester |              |              |                |
| Men's                      | (4a)         | (4b)         | \$ (4c)        |
| Women's                    | (4d)         | (4e)         | \$ (4f)        |

2.5 Shirts

| Description/type   | Manufacturer | Model Number | Price per Each |
|--|--------------|--------------|----------------|
| 100% Polyester, Long Sleeve:<br><b>(Must Match Det. Off. Trousers)</b> |              |              |                |
| Men's  | (5a)         | (5b)         | \$ (5c)        |
| Women's  | (5d)         | (5e)         | \$ (5f)        |
| 65% Dacron /35% Rayon Blend, Long Sleeve:                              |              |              |                |
| Men's  | (5g)         | (5h)         | \$ (5i)        |

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|   |       |       |          |
|---|-------|-------|----------|
| Women's   | (5j)  | (5k)  | \$ (5l)  |
| 100% Polyester, Short Sleeve:                             |       |       |          |
| Men's   | (5m)  | (5n)  | \$ (5o)  |
| Women's   | (5p)  | (5q)  | \$ (5r)  |
| 65% Dacron /35% rayon Blend, Short Sleeve:                |       |       |          |
| Men's   | (5s)  | (5t)  | \$ (5u)  |
| Women's   | (5v)  | (5w)  | \$ (5x)  |
| 35%poly <i>Coolmax</i> /65% Cotton Knit Short Sleeve Knit |       |       |          |
| Men's   | (5y)  | (5z)  | \$ (5aa) |
| Women's   | (5bb) | (5cc) | \$ (5dd) |

2.6 Skirt

| Description/type        | Manufacturer | Model Number | Price per Each |
|-------------------------|--------------|--------------|----------------|
| 100% Polyester          | (6a)         | (6b)         | \$ (6c)        |
| 75%-25% Poly/wool Blend | (6d)         | (6e)         | \$ (6f)        |

2.7 Maternity Outfit

| Description/type          | Manufacturer | Model Number | Price per Each |
|---------------------------|--------------|--------------|----------------|
| 80%-20% Poly/cotton Blend | (7a)         | (7b)         | \$ (7c)        |

2.8 BDU

| Description/type | Manufacturer | Model Number | Price per Each |
|------------------|--------------|--------------|----------------|
| Long Sleeve 100% |              |              |                |

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|                    |      |      |         |
|--------------------|------|------|---------|
| Cotton:            |      |      |         |
| Men's              | (8a) | (8b) | \$ (8c) |
| Women's            | (8d) | (8e) | \$ (8f) |
| Pants 100% Cotton: |      |      |         |
| Men's              | (8g) | (8h) | (8i)    |
| Women's            | (8j) | (8k) | (8l)    |

2.9 Rain Gear

| Description/type | Manufacturer | Model Number | Price per Each |
|------------------|--------------|--------------|----------------|
| Coat             |              |              |                |
| Men's            | (9a)         | (9b)         | \$ (9c)        |
| Women's          | (9d)         | (9e)         | \$ (9f)        |
| Jacket           |              |              |                |
| Men's            | (9g)         | (9h)         | \$ (9i)        |
| Women's          | (9j)         | (9k)         | \$ (9l)        |
| Pants            |              |              |                |
| Men's            | (9m)         | (9n)         | \$ (9o)        |
| Women's          | (9p)         | (9q)         | \$ (9r)        |
|                  | (9s)         | (9t)         | \$ (9u)        |

2.10 Clothing Accessories

| Description/type | Manufacturer | Model Number | Price per Each |
|------------------|--------------|--------------|----------------|
| Necktie          | (10a)        | (10b)        | \$ (10c)       |
| Belt:            |              |              |                |

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|                   |        |        |           |
|-------------------|--------|--------|-----------|
| Men's             | (10d)  | (10e)  | \$ (10f)  |
| Women's           | (10g)  | (10h)  | \$ (10i)  |
| Hat, Straw:       |        |        |           |
| Men's             | (10j)  | (10k)  | \$ (10l)  |
| Women's           | (10m)  | (10n)  | \$ (10o)  |
| Hat, Fur Trooper: |        |        |           |
| Men's             | (10p)  | (10q)  | \$ (10r)  |
| Hat, BDU          | (10s)  | (10t)  | \$ (10u)  |
| Hat Press         | (10v)  | (10w)  | \$ (10x)  |
| Handbags:         |        |        |           |
| Leather #1        | (10y)  | (10z)  | \$ (10aa) |
| Leather #2        | (10bb) | (10cc) | \$ (10dd) |
| Vinyl             | (10ee) | (10ff) | \$ (10gg) |

2.11 Shoes

| Description/type | Manufacturer | Model Number | Price per Each |
|------------------|--------------|--------------|----------------|
| Walking Shoe     |              |              |                |
| Men's            | (11a)        | (11b)        | \$ (11c)       |
| Women's          | (11d)        | (11e)        | \$ (11f)       |
| Dress Shoe       |              |              |                |
| Men's            | (11g)        | (11h)        | \$ (11i)       |
| Women's          | (11j)        | (11k)        | \$ (11l)       |
| Oxford           |              |              |                |
| Men's            | (11m)        | (11n)        | \$ (11o)       |
| Women's          | (11p)        | (11q)        | \$ (11r)       |
| Boot             |              |              |                |

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|         |                           |                           |                              |
|---------|---------------------------|---------------------------|------------------------------|
| Men's   | (11s)<br>(11sa)<br>(11sb) | (11t)<br>(11ta)<br>(11tb) | \$ (11u)<br>(11ua)<br>(11ub) |
| Women's | (11v)                     | (11w)                     | \$ (11x)                     |

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2.12 Badges, Insignia, Patches, Nameplates, Etc.

| Description/type | Manufacturer | Model Number | Price per Each |
|------------------|--------------|--------------|----------------|
| Badges:          |              |              |                |
| Chest            | (12a)        | (12b)        | \$ (12c)       |
| Hat              | (12d)        | (12e)        | \$ (12f)       |
| Wallet           | (12g)        | (12h)        | \$ (12i)       |
| Insignia:        |              |              |                |
| Collar           | (12j)        | (12k)        | \$ (12l)       |
| Major            | (12m)        | (12n)        | \$ (12o)       |
| Captain          | (12p)        | (12q)        | \$ (12r)       |
| Lieutenant       | (12s)        | (12t)        | \$ (12u)       |
| Chevron:         |              |              |                |
| Sergeant         | (12v)        | (12w)        | \$ (12x)       |
| Deputy II        | (12y)        | (12z)        | (12aa)         |
| Deputy III       | (12bb)       | (12cc)       | \$ (12dd)      |
| Emblem:          |              |              |                |
| Shoulder         | (12ee)       | (12ff)       | \$ (12gg)      |
| Cloth Badge      | (12hh)       | (12ii)       | \$ (12jj)      |
| Nameplate        | (12kk)       | (12ll)       | \$ (12mm)      |
| Buttons          | (12nn)       | (12oo)       | \$ (12pp)      |
| Tie Tack         | (12qq)       | (12rr)       | \$ (12ss)      |

2.13 Duty Gear

| Description/type | Manufacturer | Model Number | Price per Each |
|------------------|--------------|--------------|----------------|
| Badge Case       | (13a)        | (13b)        | \$ (13c)       |
| Belt Keeper      | (13d)        | (13e)        | \$ (13f)       |
| Holsters:        |              |              |                |

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|                        |         |         |           |
|------------------------|---------|---------|-----------|
| Belt Drop              | (13g)   | (13h)   | \$ (13i)  |
| Mid-rise               | (13j)   | (13k)   | \$ (13l)  |
| Cartridge Case         | (13m)   | (13n)   | \$ (13o)  |
| Baton Ring             | (13p)   | (13q)   | \$ (13r)  |
| Flashlight Holder      | (13s)   | (13t)   | \$ (13u)  |
| Key Strap              | (13v)   | (13w)   | \$ (13x)  |
| Whistle Chain          | (13y)   | (13z)   | \$ (13aa) |
| Radio Pouch            | (13bb)  | (13cc)  | \$ (13dd) |
| Radio Carrier          | (13ee)  | (13ff)  | \$ (13gg) |
| Handcuff Case          | (13hh)  | (13ii)  | \$ (13jj) |
| Safety Vest            | (13kk)  | (13ll)  | \$ (13mm) |
| Magazine Pouch         | (13nn)  | (13oo)  | \$ (13pp) |
| Gun Belt               | (13qq)  | (13rr)  | \$ (13ss) |
| Bullet Proof Vest      | (13tt)  | (13uu)  | (13vv)    |
| Handcuffs              | (13ww)  | (13xx)  | (13yy)    |
| Raid Vest              | (13zz)  | (13aaa) | (13bbb)   |
| Identification Lanyard | (13ccc) | (13ddd) | (13eee)   |
| Flashlight             | (13fff) | (13ggg) | (13hhh)   |

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|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

2.14 Contingent Prices

**Note:** The numbers in parentheses are for Fulton County bid tabulation purposes only. The Department may have various patch/emblem requirements and may or may not have specified requirements in the technical specifications. If specifically requested in the specifications to include patch/emblem in garment price please do so; otherwise, vendor is required to provide the following contingent prices:

**Note:** The successful vendor must obtain final approval on all patches/embles from the Sheriff=s Department contact person prior to processing order(s).

Price per sewn on patch/emblem vendor is required to provide on all shirts/jackets .....\$\_\_\_\_\_ /each (14a)

Price per sewn on patch/emblem if they are provided by the County.....\$\_\_\_\_\_ /each (14b)

Are there other items/services for which you will offer contingent pricing? Yes \_\_ (14c.1) No \_\_ (14c.2)

If yes, please specify in detail below stating the appropriate pricing.

Total Pricing: \$\_\_\_\_\_

For additional information regarding this request for bid, process please contact Charles Leonard 404.730.5807 Purchasing Department. ....

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3.0 Specifications

3.1 Jackets

A. Leather

100% leather. Waist length, blouse style with all leather front and back yokes, action (expansion) back, and zip-in concealable identification panels in front and back yokes panels screen printed with "Fulton County" on right front, "sheriff" on left front and "Fulton County Sheriff" on back; leather collar; knit band cuff and waist bands. Color: dark brown.

B. Nylon

100% two-ply nylon with urethane anti-static finish, 1.8 ounce, water repellent with soil release. Water and wind resistant. Interlining: 100% cotton. Quilt (removable liner): 100% nylon, weight 1.8 oz., insulation is 3-M Thinsulate the body and sleeves. Pile collar is detachable. Two box pleated front patch pockets with top and side entry. Badge tab shall have two metal eyelets and placed inside the left pocket there shall be an YKK #5, 2-way molded nylon zipper in the front and a 10" zipper on each side vent. Color: sheriff brown

C. Duty jacket

100% three ply textured taslanized nylon, water proof and wind proof 1.8 ounce/square yard. Full cut, waist length jacket with zip-in/out liner with Thinsulate insulation, 1.8 oz weight; double front concealable snaps and two-way zipper; side vents zippers for access to weapons and equipment. Two reverse pleated two-way opening patch pockets on the front of jacket with side opening. Detachable military style epaulets, side zipper vents, fully machine washable. Color: sheriff brown.

3.2 Sweater

Available in 100% wool and, 80% acrylic / 20% wool blend. Pull over, v-neck style; non-ribbed throughout with a straight body and set-in sleeves. Extra long body length with knitted welt and turn back cuff design. Sewn-on emblems to one or both sleeves, as required by the department. Cloth reinforcement patches on shoulder, elbows, breast badge and breast nameplate areas. Color: sheriff brown.

3.3 Trousers

Available in both 100% Dacron polyester, 13.0 ounce/square yard, and 75% Dacron polyester / 25% wool, 12 ounce/square yard fabric with soil release finish. Both to be machine washable. Contour cut uniform pattern; plain front with two full quarter top front pockets and two back pockets. One inch black polyester stripe sewn into outer leg seam from the bottom of the waist band to the bottom hem on each leg.

Color: sheriff brown for Deputies, tan without strips for Detention Officers and color and tone must exactly match tan shirt.

3.4 Shorts

35% cotton / 65% polyester blend material with 10 - 12 % filling stretch that is [pre-cured for wrinkle resistance and treated with a soil-release finish. 6.5 oz. per yard 2 x 1 twill weave. Two

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front quarter pockets, two (2) button-tab hip pockets; and wide waistband with belt loops inserted bottom and tacked to the top. Color: sheriff=s brown. Equivalent to Blauer manufacture.

3.5 Shirts

A. Long sleeve

100% polyester (must match trousers) or a 65% Dacron / 35% rayon. Available in both 100% texturized woven dacron polyester, 10 ounce per linear yard; and 75% dacron polyester/25% cotton or 65% dacron / 35% rayon 10.5 oz. Tailored style with zipper front closure concealed behind front buttons, permanent sewn-in military stitching and two breast pockets, with departmental emblem sewn onto each upper sleeve. Color: silver, tan, and white.

B. Short sleeve

100% polyester lend or 65% Dacron / 35% rayon. Available in both 100% texturized woven dacron polyester, 10 ounce per linear yard; and 75% dacron polyester / 25% cotton or 65% dacron / 35% rayon 10.5 oz. Tailored style with zipper front closure concealed behind front buttons, permanent sewn-in military stitching and two breast pockets, with departmental emblem sewn onto each upper sleeve. Color: silver, tan, and white.

C. Short sleeve knit shirt

35% polyester Coolmax / 65% cotton double pique knit with 70 denier texturized Coolmax face and 30/1 cotton back. The shirt shall be 5-crease military style with zipper front closure concealed behind front buttons, sport collar, pleated patch pockets, embroidered seven star *Fulton Deputy Sheriff=s* badge over left chest, and extra long shirt tails. Epaulets shall be sewn into the sleeve head seam and shall measure 1 7/8 inches wide at the sleeve head. Creases: the two military creases in the front and three in the back shall be stitched for permanent crease retention.

3.6 Skirt

Available in both 100% Dacron polyester, 13.75 ounce/square yard, and 75% Dacron polyester/25% wool, 12 ounce/square yard fabric with soil release finish. Straight down cut with two inch waistband; five belt loops; one pocket on both right and left hand side. One inch black polyester strip sewn on outer seams from bottom of the waistband to the bottom of skirt hem. Skirt hem to be +/- one inch from center of kneecap. Color: sheriff brown.

3.7 Maternity

Fabric 80% polyester / 20% cotton. Design will conform to a smock. Badge embroider on left chest. If needed, Department will coordinate finished product with successful vendor. Color: silver tan.

3.8 BDU

A. Shirt

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100% cotton ripstop. Washable. Single breasted w/ five buttons. Double needle stitched seams. Four patch bellow-type pockets with flaps. Straight cut bottom hem. Long sleeves with elbow patches. Sleeves have take up tabs.

B. Pants

100% cotton ripstop. Washable. Six pockets - two side cargo with flaps two standard swing front, and two inset hip pockets. Adjustable waist tabs. Double-lapped and double-stitched on side, seat, and inseams. Reinforced knees and seat. Cross stitched buttons, drawstring hem to blouse trousers outside boot. (Royal Robins Model 511 or equivalent). Color: black and tan.

3.9 Rain Gear

A. Coat

Micro porous PVC or urethane coating on a 05.5 ounce, .210 denier nylon with a total finished weight of 7.5 to 10 ounces/square yard (+/- 01 ounce) exceeding a minimum 40 psi hydrostatic pressure (mullen method). Full length with reflective **Fulton Sheriff** silk-screened on back, slash pocket style, left and right side slits for sidearm weapon access, with set-in sleeves with snap closing and interlocking storm front and badge patch. Color: yellow.

Also offer as an alternate choice Blauer Gore-Tex featherweight black/lime green reversible, with reflective **Fulton Sheriff** silk-screened on back of each reversible side.

B. Jacket

Micro porous PVC or urethane coating on a 05.5 ounce, .210 denier nylon with a total finished weight of 7.5 to 10 ounces/square yard (+/- 01 ounce) exceeding a minimum 40 psi hydrostatic pressure (mullen method). Short jacket style with left and right side slits for sidearm weapon access, with two patch pockets with flaps and set-in sleeves with snap closing and interlocking storm front and badge patch. Color: yellow.

Also offer as an alternate choice Blauer Gore-Tex featherweight black/lime green reversible, with reflective **Fulton Sheriff** silk-screened on back of each reversible side.

C. Pants

Micro porous PVC or urethane coating on a 05.5 ounce, .210 denier nylon with a total finished weight of 7.5 to 10 ounces/square yard (+/- 01 ounce) exceeding a minimum 40 psi hydrostatic pressure (mullen method). Bib overall style with adjustable suspender straps. Color: yellow.

Also offer as an alternate choice Blauer Gore-Tex featherweight black rain pants.

3.10 Clothing Accessories

A. Necktie

Available in both 100% Dacron polyester, 13.75 ounce/square yard, and 75% Dacron polyester/25% wool, 12 ounce/square yard fabric with soil release finish. Velcro strap, ready-made tie with pre-formed knot and center crease permanently tied on metal frame; length approximately seventeen (17) and twenty inches (20) from top of knot to bottom of tie with button holes and woven loop on tail of tie to keep tie in correct position. Color: dark brown.

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- B. Belt  
Laminate leather with suede inner lining. Basket weave, Velcro style, 1&3/4" width. Equivalent to Safariland model 51. Offer as alternate a leather or laminate buckle-less reversible belt, 1.5", black basket weave. Safariland model 99 or equivalent.
- C. Hats
1. Straw  
Genuine Milan straw. Campaign style with triple brim and three inch triple stay-flat extra stiff brim; Montana peaked; pre-shaped ventilated crown and cushion sweat band. Shall include gold hat cord with acorns and brown three piece chin swivel strap. Hat color: Ohio brown.
  2. Fur trooper  
Antron nylon crown with matching fur. Adjustable left draw crown strap; front snap and hole for hat badge. Color: Ohio brown.
  3. BDU cap  
Combat style basic dress uniform cap. Equivalent to United States Armed Forces combat cap. Colors: khaki for BDU and sheriff=s brown for summer uniform.
  4. Hat press  
Pressed board, for straw hat above.
- D. Handbags  
Note: Bidders shall quote three (3) styles, two each in leather and one each in vinyl. Black in color. The specifications for all are as follows:11" x 11" x 05-1/2" measurements (+/- 1 inch); triple gusset compartments with seven inch expansion; adjustable carry strap; insert for universal holster, handcuff strap, and six bullet loops for .38/.357/.40 caliber ammunition.

3.11 Shoes

- A. Walking Style  
Glove leather, plain toe, fully lined, padded leather collar, vibram sole. Color: black. Equivalent to 534-6013, code-3 s model manufactured by Thorogood model # 8346283.
- B. Dress style (Rocky or Bates)  
Hi gloss duty oxfords, leather, five eyelets, plain toe fully lined with padded arch and rubber sole. Color: black.
- C. Oxford (Rocky #2500ro or Bates #942m)  
Hi gloss duty oxfords, vinyl (clarino), five eyelets, plain toe fully lined with padded arch and rubber sole. Color: black.
- D. Boots

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Full grain leather and 1000 denier nylon or condura, leather upper, steel shank, uninsulated, gore-tex liner/bootie. Weight 34 and 60 oz color: black. Danner #42900-4.5" high (11s); 25200-6" inch high (11sa); and Acadia 21210-8" inch high (11sb); or equivalents.

3.12 Badges, Insignia, Patches, Nameplates, etc.

A. Badges

1. Chest badge  
Seven point star for Deputies, six point star for Detention officers, both with safety pin attachment; full colored with blue letters and hard enamel Georgia seals in center. Hard enamel lettering as follows:  
Equivalent to model b-956 karat clad (6 point), and B448DE (7 point), both manufactured by Blackington.
2. Hat badge  
Seven point brown star applied on wreath with brown enamel star points in karat clad finish with hat screw attachment. Brown lettering as follows:  
On the first line "Deputy Sheriff"; on the top curve of the star line the words "Fulton County" should appear; on the bottom curve of the star the word "Georgia" should appear. Equivalent to model b1264de applied on model #b1477, both manufactured by Blackington.
- (5) Wallet badge ( Blackington #b748de)  
Same design as chest badges, but smaller in size and fitted with wallet back attachment.

B. Insignia

1. Collar  
Comprised of the 5/16 karat clad letters "FCSD". Color: gold. Equivalent to style #10 manufactured by Blackington.  
First line ..... Deputy  
Second line ..... Sheriff  
Third line ..... Georgia seal (full color)  
Fourth line ..... Fulton County  
Fifth line ..... Georgia
2. Chief Deputy  
100% cotton. Gold embroidered eagle (wings out to shoulder edge) with gold stripe.  
Color: fabric dyed to match trousers and tie.
3. Deputy Chief  
100% cotton. Silver embroidered eagle (wings out to shoulder edge) with gold stripe.  
Color: fabric dyed to match trousers and tie.
4. Major

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100% cotton. Gold embroidered oak leaf (stem out to shoulder edge) with gold stripe.  
Color: fabric dyed to match trousers and tie.

5. Captain

100% cotton. Gold embroidered parallel bar, parallel to gold stripe. Color: fabric dyed to match trousers and tie.

6. Lieutenant

100% cotton. Gold embroidered parallel bar, parallel to gold stripe. Color: fabric dyed to match trousers and tie.

C. Chevron

1. Sergeant and Deputy II and Deputy III

100% cotton. Embroidered gold stripes with brown background. Sewn onto coat, shirt and sweater for ranks of Sergeant and Deputies II and III. Design available.

D. Emblem

Cloth patch measuring 03-1/4 inches wide x 04-1/8 inches long; the top of the patch 03-1/4 inches tapering to 03-3/8 inches. It will be a seven pointed star of the same size and image of the metal badge currently in use by the department. Dark brown background with gold badge, brown lettering within the star. The word "Sheriff" shall be at the top of the patch in large gold embroidered letters with a scrolled design beneath it and the words "Fulton County" in gold embroidered lettering within the scroll design. The Georgia seal should be in the center of the star.

E. Nameplate

Measures 2/3" c 02-3/8" with black block letters. Color: gold. Equivalent to model number 500 manufactured by Reeves.

F. Buttons

Gold plated with the Fulton County design logo and engraved with "Fulton County". Equivalent to Waterbury manufacture.

G. Tie tack

Miniature seven point star badge one inch diameter, with buttonhole chain attachment, and reads as follows:

First line ..... Deputy  
Second Line ..... Sheriff  
Third Line ..... Full Color Georgia Seal  
Fourth Line ..... Fulton County  
Fifth Line ..... GA

3.13 Duty Gear

A. Badge Case

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Leather. Flip-out badge/ID style with plain finish to accommodate the flat badge currently used by the Department. One each 01-1/4 inch state of gold color Georgia seal in front middle; "Fulton County" above seal; and "Sheriff's Department" below seal with 1/4" lettering in gold color. Color: black.

B. Belt Keeper

Leather or laminate equivalent. Basket weave style with two or four brass snaps. Color: Black. Equivalent to style manufactured by Safariland, model 65 (2 snaps), model 654 (4 snaps), or 62-HS (hidden snaps).

C. Holsters

Holsters available must be manufactured to fit the following weapons: Beretta Model 96F, 96G, Beretta Model 8040F, Beretta Model 8040G, Glock Models 22 and 23. Holsters offered must be a level II or III retention level; in basket weave styling and in the following types and color:

1. Belt Drop

01.50 inch belt drop right and left hand. Color: black basket weave right and left hand. Equivalent to Model 0705 manufactured by Safariland.

2. Mid-Ride

Level II mid-ride. Color: black basket weave, right and left hand. Equivalent to Model 6295 manufactured by Safariland (Glock only), or Model 6280 manufactured by Safariland (Beretta and Glock).

D. Magazine holder

Leather or laminate equivalent. Basket weave style with Velcro or snap flap closure; must have capacity for two magazines of .40 cal. live ammunition. Color: black. Equivalent to Safariland Model 77.

E. Baton Ring

Leather or laminate equivalent. Basket weave style. Color: black. Equivalent to Safariland Model 6925.

F. Flashlight Holder

Leather or laminate equivalent. Basket weave style. Color: black. Equivalent to Safariland model 730.

Also offer as alternate Safariland model 306 or equivalent.

G. Key Strap

Leather or laminate equivalent. Basket weave style. Color: brass/black. Equivalent to Safariland Model 168.

H. Whistle chain

Snake style with slide and non-removable hook; non-tarnishing. Color: Gold.

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- I. **Radio Pouch**  
Pouch must hold Motorola model radios currently in use by Department; must be combat secure; front cut down to expose speaker and key switch; nylon cord with hook and loop fastener. Must be available in one inch width, two inch width and three inch width. Equivalent to model number 7390, series 800 manufactured by Aplix.
- J. **Radio Carrier**  
Leather or laminate equivalent. Basket weave design with Velcro snap and 02-1/4 inch width belt loop; must be compatible with Motorola STX portable radio. Color: black. Equivalent to model number 760-4b manufactured by Safariland.
- K. **Handcuff Case**  
Leather or laminate equivalent. Basket weave design with closed type Velcro or snap closure and 02-1/4 inch rear belt slot. Color: black. Equivalent to Safariland 90HS.
- L. **Safety Vest**  
Unisex, mesh knit with lime yellow reflective stripes and the word "Sheriff" front and back in same lime yellow reflective material as stripes. Color: brown.
- M. **Gun belt**  
2&1/4" inch width capable of handling standard law enforcement equipment, including holster and accessory gear; leather or laminate with suede lining; belt hole stud. Basket weave design. Color: black with brass buckle, equivalent to Safariland Model 87
- N. **Bullet Proof Concealable Vest**  
NIJ certified (0101.04) to threat level II at minimum. Light weight, including carrying case. All vest prices to include proper measuring and fitting. Five year warranty. ABA Extreme model XT2-2 (Gold flex, Spectra plus flex, quadralink woven Kevlar) or equivalent.
- O. **Handcuffs**  
S&W #100n or hinged handcuff M-300. Compliance with NIJ standard-0307.01, satin nickel. (No substitutes)
- P. **Raid Vest (by written authorization of Warrant Service Division Commander only)**  
Mesh raid vest with two front pockets, left/right radio mike tabs and center front zipper closure. Adjustable to properly fit various waist sizes. Customized with sewn letters to display **Fulton Sheriff**, and identifying patches, such as SWAT, Hostage Negotiator, etc. MAX-TAC mesh raid vest II or equivalent.
- Q. **Identification Lanyard**  
Woven nylon ID lanyard with Velcro release and swivel bulldog snap and ring, and clip for ID card. 3/4" wide by 17&1/2" long, black with light gold embroidered lettering: **Fulton Sheriff**. WOV-IN model DSQ-3/4" platinum lanyard or equivalent.
- R. **Flashlight**

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Rechargeable 8 watt, with 250,000 candlepower. Color: black. Stream light SL-20XP or equivalent.

Also offer as alternate Stream light HP rechargeable, 40,000 candlepower, or equivalent.

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4.0 Certificate of Acceptance of Bid Requirements

This is to certify that on this day proposer acknowledges that s/he has read this bid document, pages to \_\_\_ inclusive, including addendum(s) \_\_\_ to \_\_\_, exhibit(s) \_\_\_ to \_\_\_, attachment(s) \_\_\_ to \_\_\_, and/or appendices \_\_\_\_\_ to \_\_\_\_\_, in its entirety, and agrees that no pages or parts of the document have been omitted, that s/he understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the proposing company to submit the proposal herein and to legally obligate the proposer thereto.

Company:

Signature:

Name:

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

(Corporate Seal)





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(Date)

CERTIFICATE OF ACCEPTANCE OF REQUEST FOR BID REQUIREMENTS

This is to certify that on this day, bidder acknowledges that he/she has read this bid document, pages # \_\_\_\_\_ to # \_\_\_\_\_ inclusive, including any addenda # \_\_\_\_\_ to # \_\_\_\_\_ exhibit(s) # \_\_\_\_\_ to # \_\_\_\_\_, attachment(s) # \_\_\_\_\_ to # \_\_\_\_\_, and/or appendices # \_\_\_\_\_ to # \_\_\_\_\_, in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the proposing company to submit the bid herein and to legally obligate the bidder thereto.

Company:

Signature:

Name:

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

(CORPORATE SEAL)

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**FULTON COUNTY BIDDING GENERAL REQUIREMENTS**

**NOTICE TO ALL BIDDERS (FORM 99)**

LISTED BELOW ARE THE REQUIREMENTS FOR ALL BIDDERS INTERESTED IN DOING BUSINESS WITH FULTON COUNTY:

1. THE BID SHEETS INCLUDED IN THIS INVITATION TO BID MUST BE FULLY COMPLETED AND RETURNED WITH THE BID UNLESS OTHERWISE SPECIFIED IN WRITING BY THE PURCHASING DEPARTMENT. TYPE OR NEATLY PRINT THE DATE, COMPANY NAME, AND THE FULL LEGAL NAME AND TITLE OF THE PERSON(S) SIGNING THE BID IN THE PLACE PROVIDED AT THE BOTTOM OF EACH BID SHEET. ANY ADDITIONAL SHEETS SUBMITTED MUST CONTAIN THE SAME SIGNATURE AND BIDDER INFORMATION.
2. ORIGINAL SIGNATURE(S) MUST APPEAR ON EACH PAGE OF THE BID DOCUMENT. ALL SIGNATURES MUST BE EXECUTED BY PERSON(S) HAVING CONTRACTING AUTHORITY FOR THE BIDDER.
3. NO FAX BIDS OR REPRODUCTION BIDS WILL BE ACCEPTED, EXCEPT THAT PHOTOCOPIES MAY BE SUBMITTED IN ADDITION TO THE ORIGINAL WHEN MULTIPLE COPIES OF THE BID ARE SPECIFICALLY REQUESTED IN THE INVITATION.
4. THE ENVELOPE IN WHICH THE BID RESPONSE IS SUBMITTED MUST BE SEALED AND MUST BE CLEARLY LABELED WITH THE BID NUMBER AND BID OPENING DATE AND TIME. THE PURCHASING AGENT HAS NO OBLIGATION TO CONSIDER BIDS WHICH ARE NOT IN PROPERLY MARKED ENVELOPES.
5. ALL BIDS MUST BE RETURNED TO THE FULTON COUNTY PURCHASING DEPARTMENT AGENT, 130 PEACHTREE STREET, S.W., SUITE 1168, ATLANTA, GA 30303, BY THE DESIGNATED DATE AND TIME. NO LATE BIDS WILL BE ACCEPTED FOR ANY REASON. BIDDER MAY CALL (404) 730-5800 FOR ANY QUESTIONS ABOUT PURCHASING PROCEDURES.
6. IF A BIDDER CHOOSES NOT TO RESPOND TO A BID REQUEST, BIDDER MUST RETURN A COPY OF THE BID REQUEST STATING ON THE OUTSIDE OF THE ENVELOPE "NO BID" AND INDICATING WHETHER THE BIDDER WISHES TO REMAIN ON FULTON COUNTY'S BIDDER LIST.
7. SHOW INFORMATION AND PRICES IN THE FORMAT REQUESTED. PRICES ARE TO BE QUOTED F.O.B. DESTINATION, AND MUST INCLUDE ALL COSTS CHARGEABLE TO THE CONTRACTOR IN EXECUTING THE CONTRACT, INCLUDING TAXES. UNLESS OTHERWISE PROVIDED IN THE CONTRACT, FULTON COUNTY SHALL HAVE NO LIABILITY FOR ANY COST NOT INCLUDED IN THE PRICE. THE CONTRACTOR SHALL PROVIDE FULTON COUNTY THE BENEFIT THROUGH A REDUCTION IN PRICE OF ANY DECREASE IN THE CONTRACTOR'S COSTS BY REASON OF ANY TAX EXEMPTION BASED UPON FULTON COUNTY'S STATUS AS A TAX-EXEMPT ENTITY.
8. PRICES ARE TO BE QUOTED F.O.B. DESTINATION, UNLESS OTHERWISE SPECIFIED IN WRITING BY FULTON COUNTY.

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9. ALL PRICES BID MUST BE AUDITED BY THE BIDDER TO ENSURE CORRECTNESS BEFORE BID IS SUBMITTED. THE BIDDER IS SOLELY RESPONSIBLE FOR THE ACCURACY OF INFORMATION PLACED ON A BID SHEET, INCLUDING PRICES. CLERICAL OR MATHEMATICAL ERROR IS INSUFFICIENT TO VOID A SUCCESSFUL BID BUT A BIDDER MAY WITHDRAW A SEALED BID PRIOR TO OPENING WITHOUT A PENALTY.
10. ALL PRICES MUST BE SUBMITTED IN THE FORMAT REQUESTED AND LESS ALL TRADE DISCOUNTS. WHEN MULTIPLE ITEMS ARE BEING BID, BIDDER MUST SHOW BOTH THE UNIT PRICE AND THE TOTAL EXTENDED PRICE FOR EACH ITEM. WHEN APPLICABLE, THE BIDDER MUST INCLUDE AN ADDITIONAL TOTAL LUMP SUM BID FOR GROUPS OF ITEMS. IN THE EVENT BIDDER IS OFFERING AN ADDITIONAL DISCOUNT ON GROUPS OF ITEMS, BIDDER MUST INDICATE THE TOTAL LUMP SUM BID FOR THE PARTICULAR GROUP OF ITEMS BEFORE ANY EXTRA DISCOUNT, THE AMOUNT OF EXTRA DISCOUNT, AND THE NET TOTAL FOR THE PARTICULAR GROUP. IN THE EVENT OF AN EXTENSION ERROR, UNIT PRICING SHALL PREVAIL.
11. BY SUBMITTING A SIGNED BID, BIDDER AGREES TO ACCEPT AN AWARD MADE AS A RESULT OF THAT BID UNDER THE TERMS AND CONDITIONS SPELLED OUT IN THE BID DOCUMENTS. IN THE EVENT OF A CONFLICT BETWEEN THE DIFFERENT BID DOCUMENTS, THE COUNTY'S COVER CONTRACT (IF USED) SHALL HAVE PRECEDENCE, FOLLOWED BY THE INVITATION TO BID, PURCHASE ORDER, BID, CONTRACTOR'S WARRANTY AGREEMENT, MAINTENANCE AGREEMENT, AND/OR OTHER CONTRACTOR-PROVIDED AGREEMENTS. A BIDDER MAY SUBMIT ONLY ONE BID RESPONSE FOR EACH SPECIFIC BID NUMBER UNLESS OTHERWISE AUTHORIZED IN THE SPECIFICATIONS.
12. ALL PRICES SUBMITTED BY THE BIDDER TO FULTON COUNTY MUST BE GUARANTEED BY THE AUTHORIZED PERSON(S) AGAINST ANY PRICE INCREASE FOR THE TIME PERIOD DESIGNATED IN THE BID SPECIFICATIONS, AND FULTON COUNTY MUST BE GIVEN THE BENEFIT OF ANY PRICE DECREASE OCCURRING DURING SUCH DESIGNATED TIME PERIOD.
13. ALL ITEMS BID MUST BE NEW. USED, REBUILT OR REFURBISHED ITEMS WILL NOT BE CONSIDERED UNLESS SPECIFICALLY AUTHORIZED BY FULTON COUNTY IN THE WRITTEN SPECIFICATIONS.
14. ALL BIDDERS MUST SPECIFY IN THE BID RESPONSE THE EARLIEST ACTUAL DELIVERY DATE FOR EACH ITEM UNLESS OTHERWISE SPECIFIED IN WRITING BY FULTON COUNTY. THE DELIVERY DATE MAY BE A FACTOR IN DECIDING THE BIDDER'S CAPABILITY TO PERFORM.
15. A SUCCESSFUL BIDDER'S DELIVERY TICKET(S) AND INVOICE(S) MUST LIST EACH ITEM SEPARATELY AND MUST SHOW FULTON COUNTY'S PURCHASE ORDER NUMBER AS WELL AS THE PROPER DEPARTMENT AND ADDRESS TO WHICH DELIVERY WAS MADE, AS LISTED ON THE PURCHASE ORDER OR IN THE BIDDER'S CONTRACT WITH FULTON COUNTY.
16. UNLESS CLEARLY SHOWN AS "NO SUBSTITUTE" OR WORDS TO THAT EFFECT, ANY ITEMS IN THIS INVITATION TO BID WHICH HAVE BEEN IDENTIFIED, DESCRIBED OR REFERENCED BY A BRAND NAME OR TRADE NAME ARE FOR REFERENCE ONLY. SUCH IDENTIFICATION IS INTENDED TO BE DESCRIPTIVE BUT NOT RESTRICTIVE,

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AND IS TO INDICATE THE GENERAL QUALITY AND CHARACTERISTICS OF PRODUCTS THAT MAY BE OFFERED. OTHER PRODUCTS WILL BE CONSIDERED FOR AWARD IF SUCH PRODUCTS ARE IDENTIFIED IN THE BID AND ARE DETERMINED BY THE COUNTY TO MEET ITS NEEDS. EACH ITEM BID MUST BE INDIVIDUALLY IDENTIFIED AS TO WHETHER IT IS A SPECIFIED ITEM OR AN EQUIVALENT ITEM BY TYPING OR PRINTING AFTER THE ITEM(S): THE BRAND NAME; MODEL OR MANUFACTURER'S NUMBER; OR ANOTHER IDENTIFICATION REGULARLY USED IN THE TRADE. DEVIATIONS FROM THE SPECIFICATIONS MUST BE CLEARLY AND FULLY LISTED ON THE BID SHEET, INCLUDING PHOTOGRAPHS OR CUTS, SPECIFICATIONS, AND DIMENSIONS OF THE PROPOSED "ALTERNATE".

17. FOR ALL BIDS, FULTON COUNTY RESERVES THE RIGHT TO REQUEST REPRESENTATIVE SAMPLES. IF REQUESTED, SAMPLES MUST BE DELIVERED AT THE BIDDER'S COST WITHIN THREE (3) BUSINESS DAYS. SAMPLES ARE SUBMITTED AT THE RISK OF THE BIDDER AND MAY BE SUBJECTED TO DESTRUCTIVE TESTS BY FULTON COUNTY. SAMPLES OF EXPENDABLE ITEMS WILL NOT BE RETURNED TO THE BIDDERS. SAMPLES MUST BE PLAINLY TAGGED WITH FULTON COUNTY'S BID NUMBER, ITEM NAME, MANUFACTURER, AND THE NAME OF THE BIDDER.
18. FULTON COUNTY IS THE SOLE JUDGE OF "EXACT EQUIVALENT", OR "ALTERNATE". THE FACTORS TO BE CONSIDERED ARE: FUNCTION, DESIGN, MATERIALS, CONSTRUCTION, WORKMANSHIP, FINISHES, OPERATING FEATURES, OVERALL QUALITY, LOCAL SERVICE FACILITIES, WARRANTY TERMS AND SERVICE, AND OTHER RELEVANT FEATURES OF ITEM(S) BID.
19. ITEM(S) BID MUST BE COMPLETE AND READY TO OPERATE. NO OBVIOUS OMISSIONS OF COMPONENTS OR NECESSARY PARTS SHALL BE MADE EVEN THOUGH THE SPECIFICATIONS MAY NOT DETAIL OR MENTION THEM. UNIT(S) MUST BE FURNISHED WITH FACTORY INSTALLED EQUIPMENT AND MUST BE COMPARABLE WITH THE BASIC FORM, FIT, AND FUNCTIONAL REQUIREMENTS WHICH ARE ALL TO BE INCLUDED IN THE BASE PRICE AS WELL AS ANY OTHER EQUIPMENT INCLUDED AS STANDARD BY THE MANUFACTURER OR GENERALLY PROVIDED TO THE BUYING PUBLIC.
20. ALL SUCCESSFUL BIDDERS MUST ASSUME FULL RESPONSIBILITY FOR ALL ITEM(S) DAMAGED PRIOR TO F.O.B. DESTINATION DELIVERY AND AGREE TO HOLD HARMLESS FULTON COUNTY OF ALL RESPONSIBILITY FOR PROSECUTING DAMAGE CLAIMS.
21. ALL SUCCESSFUL BIDDERS MUST ASSUME FULL RESPONSIBILITY FOR REPLACEMENT OF ALL DEFECTIVE OR DAMAGED GOODS WITHIN THIRTY (30) DAYS OF NOTICE BY FULTON COUNTY OF SUCH DEFECT OR DAMAGE.
22. ALL SUCCESSFUL BIDDERS MUST ASSUME FULL RESPONSIBILITY FOR PROVIDING OR ENSURING WARRANTY SERVICE ON ANY AND ALL ITEMS INCLUDING GOODS, MATERIALS, OR EQUIPMENT PROVIDED TO THE COUNTY WITH WARRANTY COVERAGE. IF A SUCCESSFUL BIDDER IS NOT THE MANUFACTURER, ALL MANUFACTURER'S WARRANTIES MUST BE PASSED THROUGH TO FULTON COUNTY. THE BIDDER AND NOT FULTON COUNTY IS RESPONSIBLE FOR CONTACTING THE MANUFACTURER OR THE WARRANTY SERVICE PROVIDER DURING THE WARRANTY PERIOD AND SUPERVISING THE COMPLETION OF THE WARRANTY SERVICE TO THE SATISFACTION OF FULTON COUNTY.

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23. A SUCCESSFUL BIDDER PROVIDING ANY EQUIPMENT WHICH REQUIRES FITTING AND ASSEMBLY SHALL BE SOLELY RESPONSIBLE FOR SUCH INSTALLATION BEING PERFORMED BY A MANUFACTURER'S AUTHORIZED OR APPROVED SERVICER OR AN EXPERIENCED WORKER, UTILIZING WORKMANSHIP OF THE HIGHEST CALIBER. THE BIDDER MUST VERIFY ALL DIMENSIONS AT THE SITE, SHALL BE RESPONSIBLE FOR THEIR CORRECTNESS, AND SHALL BE RESPONSIBLE FOR THE AVAILABILITY OF REPLACEMENT PARTS WHEN SPECIFIED IN WRITING BY FULTON COUNTY IN THE SPECIFICATIONS, PURCHASE ORDER, OR OTHER CONTRACT.
24. A SUCCESSFUL BIDDER IS SOLELY RESPONSIBLE FOR DISPOSING OF ALL WRAPPINGS, CRATING, AND OTHER DISPOSABLE MATERIAL UPON DELIVERY OF ITEM(S).
25. ALL BIDDERS ARE REQUIRED TO BE AUTHORIZED DISTRIBUTORS OR REGULARLY ENGAGED IN THE SALE OR DISTRIBUTION OF THE TYPE OF GOODS, MATERIALS, EQUIPMENT OR SERVICES FOR WHICH THE BIDDER IS SUBMITTING A BID RESPONSE. IN ADDITION, ALL BIDDERS ARE REQUIRED TO PROVIDE FULTON COUNTY WITH THREE(3) WRITTEN REFERENCES DOCUMENTING THE SUCCESSFUL COMPLETION OF BIDS OR CONTRACTS FOR THE TYPES OF ITEMS INCLUDING GOODS, MATERIALS, EQUIPMENT, OR SERVICES FOR WHICH THE BIDDER IS SUBMITTING A BID RESPONSE. IN INSTANCES WHERE A BIDDER HAS NEVER SUPPLIED SUCH GOODS, MATERIAL, EQUIPMENT, OR SERVICES BEFORE, THE BIDDER MUST SUBMIT WITH THE BID RESPONSE A STATEMENT AND SUPPORTING DOCUMENTATION DEMONSTRATING SUCH EXPERTISE, KNOWLEDGE, OR EXPERIENCE TO ESTABLISH THE BIDDER AS A RESPONSIBLE BIDDER, CAPABLE OF MEETING THE BID REQUIREMENTS SHOULD AN AWARD BE MADE. NO EXCEPTIONS TO THIS PROVISION WILL BE MADE UNLESS AUTHORIZED IN THE BID SPECIFICATIONS.
26. BIDDERS MAY BE REQUIRED TO FURNISH EVIDENCE THAT THEY MAINTAIN PERMANENT PLACES OF BUSINESS OF A TYPE AND NATURE COMPATIBLE WITH THEIR BID PROPOSAL, AND ARE IN ALL RESPECTS COMPETENT AND ELIGIBLE VENDORS TO FULFILL THE TERMS OF THE SPECIFICATIONS. FULTON COUNTY MAY MAKE SUCH INVESTIGATIONS AS IT DEEMS NECESSARY TO DETERMINE THE ABILITY OF THE BIDDER TO PERFORM SUCH WORK, AND RESERVES THE RIGHT TO REJECT ANY BIDDER IF EVIDENCE FAILS TO INDICATE THAT THE BIDDER IS QUALIFIED TO CARRY OUT THE OBLIGATION OF THE CONTRACT AND TO COMPLETE THE WORK SATISFACTORILY.
27. ALL BIDDERS MUST COMPLY WITH ALL FULTON COUNTY PURCHASING LAWS, POLICIES, AND PROCEDURES, AND NONDISCRIMINATION IN CONTRACTING AND PROCUREMENT ORDINANCE, AND RELEVANT STATE AND FEDERAL LAWS INCLUDING BUT NOT LIMITED TO COMPLIANCE WITH EEOC HIRING GUIDELINES AND REQUIREMENTS UNDER THE AMERICANS WITH DISABILITIES ACT. SUCCESSFUL BIDDER MUST OBTAIN ALL PERMITS, LICENSES, AND INSPECTIONS AS REQUIRED AND FURNISH ALL LABOR, MATERIALS, INSURANCE, EQUIPMENT, TOOLS, SUPERVISION, AND INCIDENTALS NECESSARY TO ACCOMPLISH THE WORK IN THESE SPECIFICATIONS.
28. A SUCCESSFUL BIDDER WHO IS UNABLE OR UNWILLING TO ENTER INTO A CONTRACT WITH FULTON COUNTY SUBSEQUENT TO BEING GRANTED AN AWARD,

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OR WHO FAILS TO PERFORM IN ACCORDANCE WITH THE BID SPECIFICATIONS WILL BE SUBJECT TO DAMAGES AND ALL OTHER RELIEF ALLOWED BY LAW.

29. SUCCESSFUL BIDDERS CONTRACT DIRECTLY WITH FULTON COUNTY AND ARE THE PARTY OR PARTIES OBLIGATED TO PERFORM. CONTRACTS MAY NOT BE ASSIGNED AND ANY FAILURE TO PERFORM THE CONTRACT IN ACCORDANCE WITH THE SPECIFICATIONS WILL CONSTITUTE A BREACH OF CONTRACT AND MAY RESULT IN A BIDDER BEING FOUND TO BE "NOT RESPONSIBLE" IN THE FUTURE.
30. IN CASE OF DEFAULT BY THE SUCCESSFUL BIDDER, FULTON COUNTY MAY PROCURE THE ARTICLES FOR SERVICES FROM ANOTHER SOURCE AND HOLD THE SUCCESSFUL BIDDER RESPONSIBLE FOR ANY RESULTING EXCESS COST.
31. THE COUNTY MAY AWARD ANY BID IN WHOLE OR IN PART TO ONE OR MORE VENDORS OR REJECT ALL BIDS AND/OR WAIVE ANY TECHNICALITIES IF IT IS IN THE BEST INTERESTS OF THE COUNTY TO DO SO. IN THE EVENT THAT ALL BIDS ARE NOT REJECTED, BIDS FOR ITEMS INCLUDING GOODS, MATERIALS, EQUIPMENT, AND SERVICES WILL BE AWARDED TO THE LOWEST "RESPONSIBLE" BIDDER(S) AS DETERMINED BY FULTON COUNTY. SUBMITTING THE LOWEST BID, AS PUBLISHED AT THE BID OPENING, DOES NOT CONSTITUTE AN AWARD NOR THE MUTUAL EXPECTATION OF AN AWARD OF A CONTRACT OR PURCHASE ORDER. FOR PURPOSES OF THIS NOTICE AND THE ATTACHED BID SHEETS, A PURCHASE ORDER IS A CONTRACT TO PROVIDE ITEMS INCLUDING GOODS, MATERIALS, EQUIPMENT, AND SERVICES AND IS INTENDED TO HAVE THE FULL FORCE AND EFFECT OF A CONTRACT. A BREACH OF THE TERMS AND CONDITIONS OF A PURCHASE ORDER CONSTITUTES A BREACH OF CONTRACT.
32. EVALUATION OF BIDS - ANY AWARD WILL BE SUBJECT TO THE BID BEING:
  - A. COMPLIANT TO THE SPECIFICATION - MEETS FORM, FIT, AND FUNCTION REQUIREMENTS STATED OR IMPLIED IN THE SPECIFICATION.
  - B. LOWEST COST TO THE COUNTY OVER PROJECTED USEFUL LIFE.
  - C. ADMINISTRATIVELY COMPLIANT - INCLUDING ALL REQUIRED BONDS, INSURANCE, ESTABLISHED QUALITY OF WORK AND GENERAL REPUTATION, FINANCIAL RESPONSIBILITY, RELEVANT EXPERIENCE, AND RELATED CRITERIA.
33. ALL PROPOSALS AND BIDS SUBMITTED TO FULTON COUNTY ARE SUBJECT TO THE GEORGIA "OPEN RECORDS ACT", O.C.G.A. 50-18-70 ET SEQ.
34. ALL PROPOSALS AND BIDS SUBMITTED TO FULTON COUNTY INVOLVING UTILITY CONTRACTING ARE SUBJECT TO THE GEORGIA LAW GOVERNING LICENSING OF UTILITY CONTRACTORS AND BID OPENING PROCEDURES, O.C. G.A. 43-14-8.2(H).
35. SILENCE OF SPECIFICATIONS - THE APPARENT SILENCE OF THIS SPECIFICATION, AND ANY SUPPLEMENT THERETO, AS TO DETAILS, OR THE OMISSION FROM IT OF A DETAILED DESCRIPTION CONCERNING ANY POINT, WILL BE REGARDED AS MEANING ONLY THE BEST COMMERCIAL PRACTICES ARE TO PREVAIL. ONLY MATERIALS OF THE HIGHEST QUALITY, CORRECT TYPE, SIZE, AND DESIGN ARE TO BE USED. ALL INTERPRETATIONS OF THIS SPECIFICATION WILL BE MADE UPON THE BASIS OF THIS STATEMENT, WITH FULTON COUNTY INTERPRETATION TO PREVAIL.
36. NO PERSON, FIRM, OR BUSINESS ENTITY, HOWEVER SITUATED OR COMPOSED, OBTAINING A COPY OF OR RESPONDING TO THIS SOLICITATION, SHALL INITIATE OR

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CONTINUE ANY VERBAL OR WRITTEN COMMUNICATIONS REGARDING THIS SOLICITATION WITH ANY COUNTY OFFICER, ELECTED OFFICIAL, EMPLOYEE, OR DESIGNATED COUNTY REPRESENTATIVE, BETWEEN THE DATE OF THE ISSUANCE OF THIS SOLICITATION AND THE DATE OF THE COUNTY MANAGER'S RECOMMENDATION TO THE BOARD OF COMMISSIONERS FOR AWARD OF THE SUBJECT CONTRACT, EXCEPT AS MAY OTHERWISE BE SPECIFICALLY AUTHORIZED AND PERMITTED BY THE TERMS AND CONDITIONS OF THIS SOLICITATION.

37. ALL VERBAL AND WRITTEN COMMUNICATIONS INITIATED BY SUCH PERSON, FIRM, OR ENTITY REGARDING THIS SOLICITATION, IF SAME ARE AUTHORIZED AND PERMITTED BY THE TERMS AND CONDITIONS OF THIS SOLICITATION, SHALL BE DIRECTED TO THE PURCHASING AGENT.
38. ANY VIOLATION OF THIS PROHIBITION OF THE INITIATION OR CONTINUATION OF VERBAL OR WRITTEN COMMUNICATIONS WITH COUNTY OFFICERS, ELECTED OFFICIALS, EMPLOYEES, OR DESIGNATED COUNTY REPRESENTATIVES SHALL RESULT IN A WRITTEN FINDING BY THE PURCHASING AGENT THAT THE SUBMITTED BID OR PROPOSAL OF THE PERSON, FIRM, OR ENTITY IN VIOLATION IS NOT RESPONSIVE, AND SAME SHALL NOT THEREAFTER BE CONSIDERED FOR AWARD.
39. ANY OFFEROR INTENDING TO RESPOND TO THIS SOLICITATION AS A JOINT VENTURE MUST SUBMIT AN EXECUTED JOINT VENTURE AGREEMENT WITH THIS OFFER. THIS AGREEMENT MUST DESIGNATE THOSE PERSONS OR ENTITIES AUTHORIZED TO EXECUTE DOCUMENTS OR OTHERWISE BIND THE JOINT VENTURE IN ALL TRANSACTIONS WITH FULTON COUNTY, OR BE ACCOMPANIED BY A DOCUMENT, BINDING UPON THE JOINT VENTURE AND ITS CONSISTENT MEMBERS, MAKING SUCH DESIGNATION. OFFERS FROM JOINT VENTURES THAT DO NOT INCLUDE THESE DOCUMENTS WILL BE REJECTED AS BEING NON-RESPONSIVE.

## **CERTIFICATION REGARDING DEBARMENT**

- (1) THE BIDDER CERTIFIES, BY SUBMISSION OF THIS BID OR PROPOSAL THAT NEITHER IT OR ITS SUBCONTRACTORS IS PRESENTLY DEBARRED, SUSPENDED, PROPOSED FOR DEBARMENT, DECLARED INELIGIBLE, OR VOLUNTARILY EXCLUDED FROM PARTICIPATION IN THE TRANSACTION BY THE FULTON COUNTY GOVERNMENT.
- (2) WHERE THE VENDOR IS UNABLE TO CERTIFY TO ANY OF THE STATEMENTS IN THIS CERTIFICATION, SUCH VENDOR OR SUBCONTRACTOR SHALL ATTACH AN EXPLANATION TO THIS BID OR PROPOSAL.

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\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**INSTRUCTIONS FOR CERTIFICATION**

- (1) BY SIGNING AND SUBMITTING THIS PROPOSAL, THE BIDDER IS PROVIDING THE CERTIFICATION SET OUT BELOW.
- (2) THE CERTIFICATION IN THIS CLAUSE IS A MATERIAL REPRESENTATION OF FACT UPON WHICH RELIANCE WILL BE HEREIN PLACED IN AWARDED A CONTRACT. IF IT IS LATER DETERMINED THAT THE PROSPECTIVE VENDOR KNOWINGLY RENDERED AN ERRONEOUS CERTIFICATION, IN ADDITION TO OTHER REMEDIES AVAILABLE TO FULTON COUNTY, THE DEPARTMENT WITH WHICH THE TRANSACTION ORIGINATED MAY PURSUE AVAILABLE REMEDIES, INCLUDING SUSPENSION AND/OR DEBARMENT, FOR WITHDRAWAL OF AWARD OR TERMINATION OF A CONTRACT.
- (3) THE BIDDER SHALL PROVIDE IMMEDIATE WRITTEN NOTICE TO THE PURCHASING AGENT TO WHOM THIS BID/PROPOSAL IS SUBMITTED IF AT ANYTIME THE BIDDER LEARNS THAT ITS CERTIFICATION WAS ERRONEOUS WHEN SUBMITTED OR HAS BECOME ERRONEOUS BY REASON OF CHANGED CIRCUMSTANCES.

**(FC CODE SEC. 2-322. DEBARMENT). (A) AUTHORITY TO SUSPEND.** AFTER REASONABLE NOTICE TO THE ENTITY INVOLVED AND REASONABLE OPPORTUNITY FOR THAT ENTITY TO BE HEARD, THE PURCHASING AGENT, AFTER CONSULTATION WITH USER DEPARTMENT, THE COUNTY MANAGER AND THE COUNTY ATTORNEY SHALL HAVE THE AUTHORITY TO SUSPEND AN ENTITY FOR CAUSE FROM CONSIDERATION FOR AWARD OF COUNTY CONTRACTS. AS USED IN THIS SECTION, THE TERM ENTITY MEANS ANY BUSINESS ENTITY, INDIVIDUAL, FIRM, CONTRACTOR, SUBCONTRACTOR OR BUSINESS CORPORATION, PARTNERSHIP, LIMITED LIABILITY CORPORATION, OR JOINT VENTURE, HOWEVER DESIGNATED OR STRUCTURED; PROVIDED, FURTHER, THAT ANY SUCH ENTITY SHALL ALSO BE SUBJECT TO SUSPENSION UNDER THIS SECTION IF ANY OF ITS CONSTITUENTS, MEMBERS, SUBCONTRACTORS AT ANY TIER OF SUCH ENTITY'S CONSTITUENTS OR MEMBERS, IS FOUND TO HAVE COMMITTED ANY ACT CONSTITUTING A CAUSE FOR SUSPENSION AND THE ENTITY, OR ANY CONSTITUENT OR MEMBER, KNEW OR SHOULD HAVE KNOWN OF THE COMMISSION OF THE ACT. THE SUSPENSION SHALL BE FOR A PERIOD NOT TO EXCEED THREE YEARS UNLESS CAUSE IS BASED ON A FELONY CONVICTION FOR AN OFFENSE RELATED OR ASSOCIATED WITH FRAUDULENT CONTRACTING OR MISAPPROPRIATION OF FUNDS WHEREIN THE SUSPENSION SHALL NOT EXCEED SEVEN YEARS.

**(B) CAUSES FOR SUSPENSION.** THE CAUSES FOR SUSPENSION INCLUDE:

- (1) CONVICTION FOR COMMISSION OF A CRIMINAL OFFENSE AS AN INCIDENT TO OBTAIN OR ATTEMPTING TO OBTAIN A PUBLIC OR PRIVATE CONTRACT OR SUB-CONTRACT, OR IN PERFORMANCE OF SUCH CONTRACT OR SUB-CONTRACT;

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- (2) CONVICTION OF STATE OR FEDERAL STATUTES OF EMBEZZLEMENT, THEFT, FORGERY, BRIBERY, FALSIFICATION OR DESTRUCTION OF RECORDS, RECEIVING STOLEN PROPERTY OR OTHER OFFENSE INDICATING A LACK OF BUSINESS INTEGRITY OR BUSINESS HONESTY WHICH CURRENTLY, SERIOUSLY AND DIRECTLY AFFECTS RESPONSIBILITY AS A COUNTY CONTRACTOR;
- (3) CONVICTION OF STATE OR FEDERAL ANTI-TRUST STATUTES ARISING OUT OF THE SOLICITATION AND SUBMISSION OF BIDS AND PROPOSALS;
- (4) VIOLATION OF CONTRACT PROVISIONS, AS SET FORTH BELOW, OF A CHARACTER WHICH IS REGARDED BY THE PURCHASING AGENT TO BE SO SERIOUS AS TO JUSTIFY SUSPENSION ACTION;
- A. FAILURE TO PERFORM IN ACCORDANCE WITH THE SPECIFICATIONS WITHIN A TIME LIMIT PROVIDED IN A COUNTY CONTRACT;
- B. A RECENT RECORD OF FAILURE TO PERFORM OR UNSATISFACTORY PERFORMANCE IN ACCORDANCE WITH THE TERMS OF ONE OR MORE CONTRACTS; PROVIDED, THAT FAILURE TO PERFORM OR UNSATISFACTORY PERFORMANCE CAUSED BY ACTS BEYOND THE CONTROL OF THE CONTRACTOR SHALL NOT BE CONSIDERED TO BE BASIS FOR SUSPENSION;
- C. MATERIAL MISREPRESENTATION OF THE COMPOSITION OF THE OWNERSHIP OR WORKFORCE OR BUSINESS ENTITY CERTIFIED TO THE COUNTY AS A MINORITY BUSINESS ENTERPRISE; OR
- D. FALSIFICATION OF ANY DOCUMENTS.
- (5) COMMISSION OR SOLICITATION OF ANY ACT THAT WOULD CONSTITUTE A VIOLATION OF THE ETHICAL STANDARDS SET FORTH IN FULTON COUNTY CODE OF ETHICS.
- (6) KNOWING MISREPRESENTATION TO THE COUNTY, OF THE USE WHICH A MAJORITY OWNED CONTRACTOR INTENDS TO MAKE A MINORITY BUSINESS ENTERPRISE (A BUSINESS ENTITY AT LEAST 51 PERCENT OF WHICH IS OWNED AND CONTROLLED BY MINORITY PERSONS, AS DEFINED IN FULTON COUNTY CODE CHAPTER 6, ARTICLE B, MINORITY BUSINESS ENTERPRISE AFFIRMATIVE ACTION PROGRAM AND CERTIFIED AS SUCH BY THE COUNTY), AS A SUB-CONTRACTOR OR A JOINT VENTURE PARTNER, IN PERFORMING WORK UNDER CONTRACT WITH THE COUNTY.

**NON-DISCRIMINATION IN CONTRACTING AND PROCUREMENT**

**Policy Statement:** It is the policy of Fulton County Government that discrimination against businesses by reason of the race, color, gender or national origin of the ownership of any such business is prohibited. Furthermore, it is the policy of the Board of Commissioners that Fulton County Government and all vendors and contractors doing business with Fulton County shall provide to all businesses the opportunity to participate in contracting and procurement paid, in whole or in part, with monetary appropriations of the Board without regard to the race, color, gender or national origin of the ownership of any such business. Similarly, it is the policy of Fulton County Government that the contracting and procurement practices of Fulton County Government should not implicate Fulton County as either an active or passive participant in the discriminatory practices engaged in by private contractors or vendors who seek to obtain contracts with Fulton County.

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**Equal Business Opportunity Plan (EBO Plan):** In addition to the proposal submission requirements, each vendor **must** submit an Equal Business Opportunity Plan (EBO Plan) with the bid. The respondent **must** outline a plan of action to encourage and achieve diversity and equality in the available procurement and contracting opportunities with this solicitation. The Plan should be designed to enhance the utilization of racial, gender or ethnic groups.

The Plan **must** identify and include:

1. Potential opportunities within the scope of work of this solicitation that will be afforded to racial, gender or ethnic groups for participation in the solicitation.
2. Efforts that will be identified to encourage and solicit minority and female businesses for opportunities within this solicitation.

Fulton County encourages joint ventures, teaming, partnering and mentor-protégé relationships with minority and female businesses in an effort to achieve contracting and procurement diversity.

**Prompt Payment:** The prime contractor **must** certify in writing and **must** document on the Department of Contract Compliance's Exhibit G Form (Prime Contractor/Subcontractor Utilization Report) that all subcontractors, sub-consultants and suppliers have been promptly paid for work and materials and previous progress payments received (less any retainage by the prime contractor prior to receipt of any further progress payments). In the event the prime contractor is unable to pay subcontractors, sub-consultants or suppliers until receipt of a payment from Fulton County, the prime contractor shall pay funds due from said progress payments within forty-eight (48) hours of receipt of payment from Fulton County and in no event later than fifteen (15) days as provided for by state law.

### **COMPLIANCE PROCEDURES:**

In order to be compliant with the intent and provisions of the Non-Discrimination Ordinance providing for non-discrimination in purchasing and contracting in Fulton County, **bidders must submit the following completed documents**. **Failure to provide this information shall result in the Bid being deemed non-responsive:**

- < Promise of Non-Discrimination (Exhibit A)
- < Employment Report (Exhibit B)
- < Schedule of Intended Subcontractor Utilization (Exhibit C)

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- < Letter of Intent to Perform As a Subcontractor or Provide Materials or Services (Exhibit D)
- < Declaration Regarding Subcontractor Practices (Exhibit E), if applicable
- < Joint Venture Disclosure Affidavit (Exhibit F), if applicable
- < **Equal Business Opportunity Plan (EBO Plan)**

The following document **must** be completed as instructed if awarded the bid:

- < Prime Contractor's Subcontractor Utilization Report (Exhibit G)

**EXHIBIT A – PROMISE OF NON-DISCRIMINATION**

“Know all persons by these presents, that I/WE ( \_\_\_\_\_ ),  
Name

( \_\_\_\_\_ )  
Title Firm Name

Hereinafter “Company”), in consideration of the privilege to bid on or obtain contracts funded, in whole or in part, by Fulton County, hereby consent, covenant and agree as follows:

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- 1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin or gender in connection with any bid submitted to Fulton County for the performance of any resulting therefrom,
- 2) That it is and shall be the policy of this Company to provide equal opportunity to all businesses seeking to contract or otherwise interested in contracting with this Company without regard to the race, color, gender or national origin of the ownership of this business,
- 3) That the promises of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption,
- 4) That the promise of non-discrimination as made and set forth herein shall be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain,
- 5) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the Board to declare the contract in default and to exercise any and all applicable rights and remedies, including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract; and
- 6) That the bidder shall provide such information as may be required by the Director of Contract Compliance pursuant to Section 4.4 of the Fulton County Non-Discrimination in Purchasing and Contracting Ordinance.

SIGNATURE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

**EXHIBIT B – EMPLOYMENT REPORT**

The demographic employment make-up for the bidder **must** be identified and submitted with this bid. In addition, if subcontractors will be utilized by the bidder to complete this project, then the demographic employment make-up of the subcontractor(s) must be identified and submitted with this bid.

|                  |
|------------------|
| <b>EMPLOYEES</b> |
|------------------|

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| CATEGORY                         | NATIVE INDIAN |   | AFRICAN AMERICAN |   | ASIAN AMERICAN |   | HISPANIC AMERICAN |   | CACUSIAN AMERICAN |   | OTHER |   |
|----------------------------------|---------------|---|------------------|---|----------------|---|-------------------|---|-------------------|---|-------|---|
|                                  | M             | F | M                | F | M              | F | M                 | F | M                 | F | M     | F |
| Mgmt/Official                    |               |   |                  |   |                |   |                   |   |                   |   |       |   |
| Professional (Arch., P.E., etc.) |               |   |                  |   |                |   |                   |   |                   |   |       |   |
| Supervisors                      |               |   |                  |   |                |   |                   |   |                   |   |       |   |
| Office/Sales Clerical            |               |   |                  |   |                |   |                   |   |                   |   |       |   |
| Craftsmen                        |               |   |                  |   |                |   |                   |   |                   |   |       |   |
| Laborers                         |               |   |                  |   |                |   |                   |   |                   |   |       |   |
| Others (Specify)                 |               |   |                  |   |                |   |                   |   |                   |   |       |   |
| <b>TOTALS</b>                    |               |   |                  |   |                |   |                   |   |                   |   |       |   |

**FIRM'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_

This completed form is for (Check one) \_\_\_\_\_ Bidder \_\_\_\_\_ Subcontractor

**Date Completed:** \_\_\_\_\_

**EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION**

If the bidder intends to subcontract any portion of this scope of work/service(s), this form **must be** completed and **submitted with the bid**. All prime bidders **must** include Letter(s) of Intent (Exhibit D) in the bid document for all subcontractors who will be utilized under the scope of work/services.

**PRIME BIDDER:** \_\_\_\_\_

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Project Name or Description of Work/Service(s) \_\_\_\_\_

\_\_\_\_\_

1. My firm, as Prime Bidder on this scope of work/service(s) is \_\_\_\_\_ is not \_\_\_\_\_ a minority or female owned and controlled business. (Please indicate below the portion of work, including, percentage of bid amount that your firm will carry out directly):

\_\_\_\_\_

If the Prime Bidder is a Joint Venture, please complete Exhibit F: Joint Venture Disclosure Affidavit.

2. Sub-Contractors (Including suppliers) to be utilized in the performance of this scope of work/service(s), if awarded, are:

SUBCONTRACTOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_

WORK TO BE PERFORMED: \_\_\_\_\_

\_\_\_\_\_

DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_ %

**\*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); \*\*If yes, attach copy of recent certification letter.**

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**EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION**

SUBCONTRACTOR NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
PHONE: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_  
WORK TO BE PERFORMED: \_\_\_\_\_  
\_\_\_\_\_  
DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_ %

---

SUBCONTRACTOR NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
PHONE: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_  
WORK TO BE PERFORMED: \_\_\_\_\_  
\_\_\_\_\_  
DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_ %

---

SUBCONTRACTOR NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
PHONE: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_  
WORK TO BE PERFORMED: \_\_\_\_\_  
\_\_\_\_\_  
DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_ %

---

SUBCONTRACTOR NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
PHONE: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
\_\_\_\_\_  
ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_  
WORK TO BE PERFORMED: \_\_\_\_\_  
\_\_\_\_\_  
DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_ %

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**\*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); \*\*If yes, attach copy of recent certification letter.**

**EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION**

|   |
|---|
| <b>Total Dollar Value of Small Business Enterprise Agreements: (\$)</b> |
|---|

|                                    |
|------------------------------------|
| <b>Total Percentage Value: (%)</b> |
|------------------------------------|

**CERTIFICATION:** The undersigned certifies that he/she has read, understands and agrees to be bound by the Bid provisions, including the accompanying Exhibits and other terms and conditions regarding sub-contractor utilization. The undersigned further certifies that he/she is legally authorized by the Bidder to make the statement and representation in this Exhibit and that said statements and representations are true and correct to the best of his/her knowledge and belief. The undersigned understands and agrees that if any of the statements and representations are made by the Bidder knowing them to be false, or if there is a failure of the intentions, objectives and commitments set forth herein without prior approval of the Owner, then in any such event the Contractor's acts or failure to act, as the case may be, shall constitute a material breach of the contract, entitling the Owner to terminate the Contract for default. The right to so terminate shall be in addition to, and in lieu of, any other rights and remedies the Owner may have for other defaults under the contract.

Signature/Title: \_\_\_\_\_

Firm or Corporate Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (     ) \_\_\_\_\_

Fax Number: (     ) \_\_\_\_\_

Email Address: \_\_\_\_\_

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**EXHIBIT D**

**LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR  
 OR  
 PROVIDE MATERIALS OR SERVICES**

This form **must** be completed by **ALL** known subcontractors/suppliers and submitted with the bid. The Prime Contractor **must** submit Letters of Intent for ALL known subcontractors/suppliers at time of bid submission.

To: \_\_\_\_\_  
 (Name of Prime Contractor Firm)

From: \_\_\_\_\_  
 (Name of Subcontractor Firm)

ITB/RFP Number \_\_\_\_\_  
 Project Name \_\_\_\_\_

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

| Description of Work | Project Commence Date | Project Completion Date | Estimated Dollar Amount |
|---------------------|-----------------------|-------------------------|-------------------------|
|                     |                       |                         |                         |
|                     |                       |                         |                         |
|                     |                       |                         |                         |
|                     |                       |                         |                         |
|                     |                       |                         |                         |
|                     |                       |                         |                         |

\_\_\_\_\_  
 (Prime Bidder)

\_\_\_\_\_  
 (Subcontractor)

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

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Date \_\_\_\_\_

Date \_\_\_\_\_

**EXHIBIT E – DECLARATION REGARDING SUBCONTRACTING PRACTICES**

If the bidder **does not intend to subcontract** any portion of the scope of work services(s), this form **must be** completed and submitted with the bid.

\_\_\_\_\_ hereby declares that it is  
my/our intent to  
(Bidder)

perform 100% of the work required for \_\_\_\_\_  
(ITB/RFP Number)

\_\_\_\_\_  
(Description of Work)

In making this declaration, the bidder states the following:

1. That the bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform **all elements** of the work on this project with his/her own current work forces;
2. If it should become necessary to subcontract some portion of the work at a later date, the bidder will comply with all requirements of the County's Non-Discrimination Ordinance in providing equal opportunities to all firms to subcontract the work. The determination to subcontract some portion of the work at a later date shall be made in good faith and the County reserves the right to require additional information to substantiate a bidder's decision to subcontract work following the award of the contract. Nothing contained in this provision shall be employed to circumvent the spirit and intent of the County's Non-Discrimination Ordinances;
3. The bidder will provide, upon request, information sufficient for the County to verify Item Number one.

AUTHORIZED COMPANY REPRESENTATIVE

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Bid Number: 2005001YB  
Uniforms, Footwear, Duty Gear and Equipment  
for the Sheriff's Department

Email Address: \_\_\_\_\_

**EXHIBIT F – JOINT VENTURE DISCLOSURE AFFIDAVIT**

**RFP No.** \_\_\_\_\_

**Project Name** \_\_\_\_\_

This form must be completed and submitted with the bid if a Joint Venture approach is to be undertaken.

The firms listed below do hereby declare that they have entered into a joint venture agreement pursuant to the above mentioned project. The information requested below is to clearly identify and explain the extent of participation of each firm in the proposed joint venture. All items must be properly addressed before the business entity can be evaluated.

1. Firms:

1) Name of Business: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

County: \_\_\_\_\_  
Nature of Business: \_\_\_\_\_

2) Name of Business: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

County: \_\_\_\_\_  
Nature of Business: \_\_\_\_\_

3) Name of Business: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

County: \_\_\_\_\_  
Nature of Business: \_\_\_\_\_

NAME OF JONT VENTURE (If applicable): \_\_\_\_\_

PRINCIPAL OFFICE ADDRESS: \_\_\_\_\_

Bid Number: 2005001YB  
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for the Sheriff's Department

CITY/STATE/ZIP: \_\_\_\_\_

OFFICE PHONE: \_\_\_\_\_

Bid Number: 2005001YB  
Uniforms, Footwear, Duty Gear and Equipment  
for the Sheriff's Department

**EXHIBIT F – JOINT VENTURE DISCLOSURE AFFIDAVIT**

Note: Attach additional sheets as required

1. Describe the capital contributions by each joint venturer and accounting thereof. Indicate the percentage make-up for each joint venture partner.
2. Describe the financial controls of the joint venture, e.g., will a separate cost center be established? Which venturer will be responsible for keeping the books? How will the expense therefore be reimbursed? What is the authority of each joint venture to commit or obligate the order?
3. Describe any ownership, options for ownership, or loans between the joint ventures. Identify terms thereof.
4. Describe the estimate contract cash flow for each joint venturer.
5. To what extent and by whom will the on-site work be supervised?
6. To what extent and by whom will the administrative office be supervised?
7. Which joint venturer will be responsible for material purchases including the estimated cost thereof? How will the purchase be financed?
8. Which joint venturer will provide equipment? What is the estimated cost thereof? How will the equipment be financed?
9. Describe the experience and business qualifications of each joint venturer.
10. Submit a copy of all joint venture agreements and evidence of authority to do business in the State of Georgia as well as locally, to include all necessary business licenses.
11. Percent of ownership by each joint venture in terms of profit and loss sharing: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. The authority of each joint venturer to commit or obligate the other: \_\_\_\_\_  
\_\_\_\_\_

Bid Number: 2005001YB  
 Uniforms, Footwear, Duty Gear and Equipment  
 for the Sheriff's Department

**EXHIBIT F – JOINT VENTURE DISCLOSURE AFFIDAVIT**

13. Number of personnel to be involved in project, their crafts and positions and whether they are employees of the small business enterprise, the majority firm or the joint venture: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

14. Identification of control and participation in venture; list those individuals who are responsible for day-to-day management and policy decision-maker, including, but not limited to, those with prime responsibility for areas designated below; (use additional sheets if necessary)

| <u>Name</u><br><u>Operation</u> | <u>Race</u> | <u>Sex</u> | <u>Financial</u><br><u>Decisions</u> | <u>Supervision</u><br><u>Field</u> |
|---------------------------------|-------------|------------|--------------------------------------|------------------------------------|
| _____                           | _____       | _____      | _____                                | _____                              |
| _____                           | _____       | _____      | _____                                | _____                              |
| _____                           | _____       | _____      | _____                                | _____                              |
| _____                           | _____       | _____      | _____                                | _____                              |

**In connection with any work that these firms, as a joint venture, might be authorized to perform in connection with above captioned contract, we each do hereby authorize representatives of the Fulton County Department of Contract Compliance, Departments of Purchasing and Finance, under the direction of the County Manger's Office, to examine, from time to time, the books, records and files to the extent that such relate to this County project.**

**WE DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, AND THAT WE ARE AUTHORIZED, ON BEHALF OF THE AVOVE FIRMS, TO MAKE THIS AFFIDAVIT AND GRANT THE ABOVE PRIVILEGE.**

**FOR:** \_\_\_\_\_  
 (Company)

**Date:** \_\_\_\_\_  
 \_\_\_\_\_  
 (Signature of Affiant)  
 \_\_\_\_\_  
 (Printed Name)

\_\_\_\_\_  
 (Company)

**Date:** \_\_\_\_\_  
 \_\_\_\_\_  
 (Signature of Affiant)  
 \_\_\_\_\_  
 (Printed Name)

\_\_\_\_\_  
 (Company)

**Date:** \_\_\_\_\_  
 \_\_\_\_\_  
 (Signature of Affiant)

Bid Number: 2005001YB  
Uniforms, Footwear, Duty Gear and Equipment  
for the Sheriff's Department

\_\_\_\_\_  
(Printed Name)

**EXHIBIT F – JOINT VENURE DISCLOSURE AFFIDAVIT**

State of \_\_\_\_\_:

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

On this day of \_\_\_\_\_, 20\_\_\_\_\_, before me, appeared \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_, the  
aforementioned officers, personally appeared known to me to be an authorized company  
representative described in the foregoing Affidavit and acknowledge that he (she) executed the  
same in the capacity therein stated and for the purpose therein contained.

\_\_\_\_\_  
Notary Public

(Notary Seal)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Commission Expires

Bid Number: 2005001YB  
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for the Sheriff's Department

**EXHIBIT G – PRIME CONTRACTOR/SUBCONTRACTOR UTILIZATION REPORT**

This report is required to be submitted by the tenth day of each month, with a copy of your payment invoice (schedule of values/payment application) to Contract Compliance. Failure to comply may result in the County commencing proceedings to impose sanctions on the successful bidder, in addition to purchasing any other available legal remedy. Sanctions may include the suspending of any payment or part thereof, termination or cancellation of the contract, and the denial to participate in any future contracts awarded by Fulton County.

|                  |  |                   |  |
|------------------|--|-------------------|--|
| REPORTING PERIOD |  | PROJECT NAME:     |  |
| FROM:            |  | PROJECT NUMBER:   |  |
| TO:              |  | PROJECT LOCATION: |  |

| PRIME CONTRACTOR |  | Contract Award Date | Contract Award Amount | Change Order Amount | Contract Period | % Complete to Date |
|------------------|--|---------------------|-----------------------|---------------------|-----------------|--------------------|
| Name:            |  |                     |                       |                     |                 |                    |
| Address:         |  |                     |                       |                     |                 |                    |
| Telephone #:     |  |                     |                       |                     |                 |                    |

AMOUNT OF REQUISITION THIS PERIOD:\$ \_\_\_\_\_  
 TOTAL AMOUNT REQUISITION TO DATE:\$ \_\_\_\_\_

**SUBCONTRACTOR UTILIZATION** (add additional rows as necessary)

| Name of Sub-contractor | Description of Work | Contract Amount | Amount Paid To Date | Amount Requisition This Period | Contract Period |             |
|------------------------|---------------------|-----------------|---------------------|--------------------------------|-----------------|-------------|
|                        |                     |                 |                     |                                | Starting Date   | Ending Date |
|                        |                     |                 |                     |                                |                 |             |
|                        |                     |                 |                     |                                |                 |             |
|                        |                     |                 |                     |                                |                 |             |
|                        |                     |                 |                     |                                |                 |             |
|                        |                     |                 |                     |                                |                 |             |
|                        |                     |                 |                     |                                |                 |             |
| TOTALS                 |                     |                 |                     |                                |                 |             |

Executed By: \_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Printed Name)