

INVITATION TO BID

STATE OF ALABAMA

COUNTY OF BALDWIN

NOTICE IS HEREBY GIVEN that the County Commission of Baldwin County, Alabama, will receive bids in the Purchasing Office on February 10, 2015, at 1:00 P.M., for the Provision of Inmate Uniforms for the Baldwin County Corrections Center. Bids will be opened February 10, 2015, at 1:30 P.M., in the Purchasing Conference Room located at 257 Hand Ave., Bay Minette, Alabama. Bids received after the February 10, 2015, at 1:00 P.M., deadline will not be considered. All times to be determined solely by the clock on the wall of Purchasing Conference Room. For all purposes and uses herein, a bid and all required paperwork is "received" at the time and date indicated on the Purchasing Office file stamp which shall be impressed on the face of all such documents when and as presented at the Purchasing Office.

SEE ATTACHED SPECIFICATIONS

This invitation package consists of **ELEVEN (11)** pages. Bidders shall verify that have received all pages as indicated. If all pages have not been received, then it is the responsibility of the bidder to contact the Purchasing Manager, Wanda Gautney at (251) 580-2520 phone, (251) 580-2536 fax.

GENERAL BID INFORMATION

Bidders shall carefully read all parts of the invitation package with its accompanying schedules and attachments, if any. Bidders shall direct all requests for explanation or additional information concerning the meaning or interpretation of the conditions or attached specifications of this invitation to Wanda Gautney in writing or by e-mail (wgautney@baldwincountyal.gov) in sufficient time for a reply before submission date of bids. The Commission cannot, and does not, guarantee that such inquiries sent by mail or e-mail will be received timely or prior to the required submission date and time. It is the responsibility of the bidder to contact the Purchasing Manager, Wanda Gautney at (251) 580-2520 if a reply is not received.

The use of specific names and numbers in the specifications is not intended to restrict the bidder or any seller or manufacturer, but is solely for the purpose of indicating the type, size and quality of materials, product services, or equipment considered best suited for Baldwin County.

Contact initiated by a potential bidder with a county official will be only as specifically set out in this invitation. Any other contact with a county official initiated by a potential bidder or bidder regarding this bid, **between the date of this invitation to the date of bid award**, shall be deemed and treated as an attempt to unduly influence the bid award, and may be grounds for rejection of the bid submitted by the bidder initiating such other contact, at the discretion of the Baldwin County Commission.

BIDDER QUALIFICATIONS

All Bidders, must be in, and remain, and by submitting a bid represent that they are and will remain, in compliance with all applicable Federal, Alabama State, County and municipal laws, regulations, resolutions and ordinances. In particular, and without limitation, all bidders must be and remain licensed and permitted in accordance with The Code of Alabama Title 10, concerning corporations doing business within Alabama, Title 34, dealing with licensing for businesses, and Title 40, concerning licenses and taxation, unless otherwise exempt. All bidders shall be prepared to timely submit to the County non confidential evidence or documentation's demonstrating that they are presently licensed and permitted under Alabama law. Such non confidential evidence or documentation may be submitted with the Bid Package.

The bidder expressly acknowledges, to and for the benefit of the Baldwin County Commission, that this Agreement may be funded with **federal grant monies** and, therefore, bidder expressly warrants and agrees that it shall at all times comply with all applicable federal, state, local and municipal laws and regulations. For more information about the Federal regulations visit the website <http://www.gpoaccess.gov/index.html> Code of Federal Regulations.

All vendors bidders must provide proof of proper certification of authority, and any required registration, to transact business in this State, in order to perform work for the Baldwin County Commission. Bidder's Registration Number shall be provided on the Bid Response Form. The phone number for the Alabama Secretary of State is (334) 242-5324, Corporate Division.

All vendors, contractors and grantee are required to comply with the Alabama Immigration Law under Sections 31-13-9 (a) and (b) of the Code of Alabama. Forms and documents will be included with award documents. Information and forms can be found on the Baldwin County Commission's Purchasing website under E-Verify at www.baldwincountyal.gov

PREPARING THE BID

Bids must be typed or hand written in ink. A bid submitted in pencil is unacceptable. The Bid Guarantee and Bid Response Form must be the original paperwork; copies are not acceptable. All required paperwork must be received in the sealed Bid Package.

These specifications exhibit the general intent and purpose of Baldwin County regarding this bid; and they shall be so considered by the bidders. Accordingly, the bidder admits and agrees that said specifications are not complete in every detail. The bidder also agrees that the work and materials not indicated, or expressly mentioned in these specifications, but which are reasonably necessary for the full and faithful performance of the item(s) bid in accordance with the full and faithful intent, will be included in the bid and incorporated in the work the same as if fully and expressly indicated and specified.

The Bidders shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of this bid. The exceptions shall be labeled "**EXCEPTION(S) TO BID CONDITIONS AND SPECIFICATIONS,**" and shall be attached to the front of the bid inside the Bid Package. Additional features and/or capabilities not included in the specifications may be included in the bid.

To facilitate the bid evaluation and tabulation, bids should be submitted with specifications identified in the order in which they appear in this document. If applicable, the bidder will provide cost in two (2) categories:

- (1) Cost using material as specified.
- (2) Cost using material as specified of at least 25% recycled material, if available.

It is the intent of the Commission to award bids which include recycled material when not prohibitive in cost and when in compliance with all other terms and conditions of the Alabama Competitive Bid Law.

IF THE TOTAL PROPOSED BID AMOUNT EXCEEDS \$10,000.00, A BID GUARANTEE OF AT LEAST 5% OF THE PROPOSED BID AMOUNT, NOT TO EXCEED \$10,000.00, WILL BE INCLUDED WITH THE BID. Such bid guarantee shall be in the form of a bid bond (individual or annual, provided, that bonding is available for such services, equipment or materials), postal money order, certified check, cashier's check, or Letter of Credit. **No exceptions will be allowed.** In the event that a bidder is unable to, or does not, accept the bid award, the bid guarantee may be forfeited to the County at the County's discretion.

SUBMITTING THE BID

In the event that a bidder is financing the product(s) through another agency other than itself, the financing agency must sign the Bid Response Form along with the bidder. A copy of the financing agreement and all conditions must be included with the Bid Response Form. The bidder and the Financing Agency will be held to the requirements stated in the Invitation to Bid. Any assignment of the financing agreement must be approved by the financing agency and the County Commission. Failure to disclose the financing information and all conditions will disqualify the Bidder at the County's discretion.

Bidders that are returning a **NO BID** statement shall write on the outside of the Bid Package, the **Bid Number (i.e. WG15-08) with "NO BID"** written underneath. The Bid Package will not be opened in public, but it will be noted that the bidder did respond.

Bids may be hand delivered at any time prior to the bid opening date and time to the Baldwin County Purchasing Office, Annex III Building, 257 Hand Avenue, ATTN.: Wanda Gautney, **(mailing) 312 Courthouse Square-Suite 15, Bay Minette, Alabama 36507**. The Commission cannot guarantee that bids sent by mail or courier will be received on or before the bid opening day and time as required. Bids received after the deadline shall not be accepted and shall be returned.

All bids received must be in a sealed envelope plainly marked, **"WG15-08" "PROVISION OF INMATE UNIFORMS FOR THE BALDWIN COUNTY CORRECTIONS CENTER."** Bids submitted by "Express/Overnight" services must be in a separate inner envelope/package sealed and identified as stated in the previous sentence. Bidders and any other interested individuals are invited to attend the bid opening.

BID AWARD

The Baldwin County Commission, at its discretion, may offer an extension of the Contract awarded to the successful bidder for an additional period not to exceed twelve (12)

months or until such time that a new contract can be bid and awarded. Any extension will be at the same prices, terms and conditions. Any extension must have the written approval of both the County and Awarded Bidder within sixty (60) days prior to the expiration of the original contract.

All factors stated in this invitation package will be considered in determining the successful bidder, and any omission(s) of the stated requirements may be cause for rejection of the bid (s), all as determined solely by the Baldwin County Commission.

The County Commission reserves the right to study bids as to their correctness and may award the bid within a thirty (30) day period but the County Commission reserves the right to extend the bid award for an additional thirty (30) days until an award decision can be made.

The Baldwin County Commission reserves the right to reject any and all bids, to waive any informality in bids, and to accept in whole or in part, such bid or bids, solely at its discretion.

TITLE 39/CODE OF AL COMPLIANCE

As a condition of any Bid Award and the respective contract(s) pursuant thereto, the County places full reliance upon the fact that it is the sole responsibility of any contractor, person or entity entering into such a contract with Baldwin County for the prosecution of any public works, to ensure that they and/or any of their respective agents comply with all applicable provisions of Title 39-1-1 et seq. Code of AL 1975.

More specifically, any contractor, person or entity entering into such a contract with Baldwin County for the prosecution of any public works shall be in compliance with, and have full knowledge of, the following provisions of Title 39:

“(f) The Contractor shall, immediately after the completion of the contract give notice of the completion by an advertisement in a newspaper of general circulation published within the city or county in which the work has been done, for a period of four successive weeks. A final settlement shall not be made upon the contract until the expiration of 30 days after the completion of the notice. Proof of publication of the notice shall be made by the contractor to the authority by whom the contract was made by affidavit of the publisher and a printed copy of the notice published . . .” §39-1-1(f) Code of AL 1975.

“(g) Subsection (f) shall not apply to contractors performing contracts of less than fifty thousand (\$50,000) in amount. In such cases, the governing body of the contracting agency, to expedite final payment, shall cause notice of final completion of the contract to be published one time in a newspaper of general circulation, published in the county of the contracting agency and shall post notice of final completion on the agency’s bulletin board for one week, and shall require the contractor to certify under oath that all bills have been paid in full. Final settlement with the contractor may be made at any time after the notice has been posted for one entire week.” §39-1-1 (g) Code of AL 1975.

NOTE: Any failure to fully comply with this section or any applicable laws of the State of Alabama shall be deemed a material breach of the terms of both the Bid Award and the respective contracts resulting therefrom. Furthermore, Baldwin County takes no responsibility for resulting delayed payments, penalties, or damages as a result of any failure to strictly comply with Alabama Law.

Done this the 20th day of January, 2015.

Charles F. Gruber s/s
CHARLES F. GRUBER, Chairman
Baldwin County Commission

BID #WG15-08 SPECIFICATIONS

Baldwin County desires bids for the provision of inmate uniforms for the Baldwin County Corrections Center. These specifications shall be construed as minimum. Should manufacturer's current published data or specifications exceed these, such standards shall be considered minimum and furnished.

Award will be to the lowest responsible bidder meeting specifications. It is not the policy of the Baldwin County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purchase for which required, terms of delivery, finance package, resale value of equipment, and fast service and experience are among the factors that will be considered in determining the responsive bidder.

It is the County's intent to award the bid to one vendor.

DELIVERY

Delivery shall be as soon as possible, but not more than thirty (30) business days after receipt of order. Orders will be delivered as specified on the Purchase Order. If an item is discontinued the successful bidder must notify the Purchasing Manager and submit a sample of the substituted item for evaluate before the substituted item will be allowed to replace the original bid item.

CONTRACT PERIOD

It is the intent of the Baldwin County Commission to award this contract for a twelve (12) calendar month period. However, the Baldwin County Commission may, at their option and in agreement with the Successful Bidder, renew the contract for up to two (2) additional years (2016 and 2017), in twelve (12) month increments. The Baldwin County Commission will, in writing, notify the Contractor thirty (30) days prior to expiration of the 2015 contract with its intent to extend the contract. The prices for 2015 shall also apply to the extension period(s).

PRICING

The price shall include all charges, including but not limited to delivery and destination charges. Any item being returned that was ordered but was shipped incorrectly by the supplier, return shipping charges will be prepaid by the supplier. If an item is returned that was received per the order, return shipping charges will be paid by Baldwin County.

CLOTHING SAMPLES

Samples **may be requested** in order to evaluate the lowest responsible bidder. Samples provided will be returned after the award. Samples will be shipped to Mrs. Wanda Gautney, 257 Hand Avenue, Bay Minette, AL 36507. **If Samples are requested Vendors must provide a Return Shipping Label for the return of their samples.**

BID RESPONSE FORM AND OTHER REQUIRED DOCUMENTATION

Supplier will use the Bid Response Form that has been included with this document for their bid. Attached to the Bid Response Form will be the marked brochures and detailed listing.

Brochures will be provided that show garments and footwear. Each item will be identified with a garment number or style number clearly marked on the brochures. THIS MUST ACCOMPANY THE BID RESPONSE FORM. IF THIS IS NOT INCLUDED WITH THE RESPONSE FORM THEN THE BID WILL NOT BE ACCEPTED.

Item 1: Shirt

General Description: Correctional Classics Black & White Shirt - Item #TBWS – Cut larger to fit wide range of body types. Non-binding V-neck, raglan short sleeves and one breast pocket. Hemmed sleeves and bottoms.

Color: Black & White (3" Black Stripe)

Size: Medium – 8 XL

Fabric: 65% polyester/35% cotton twill.

Weight: 7.50 oz. per sq. yard

Product Weight: Minimum of 11.2 oz.

Construction: Sides, inseam, sleeve seams, and shoulder seams sewn with three needle felling stitch. Sleeves circular hemmed with single needle lock stitching. Bottom circular hemmed with ½ inch finish double turned hem using single needle lock stitching. Pocket hemmed with single needle lock stitching ½ inch finish. Pocket set with 1/8 inch margin double need lock stitching.

Stitching: 3 needle felling stitch on all seams for maximum strength and durability

Thread: High-quality, heavy-duty cotton wrapped polyester thread

Tex-Size: T-40 Thread (yarn) size – Unit for expressing linear density, equal to the weight in grams of 1 kilometer of yarn.

Strength: 4.13 lbs (avg. single-end break)

Elongation: 20.6% (avg. elongation at break)

Loop Strength: 5.65 lbs. (avg. loop break strength)

Loop Strength Ratio: 1.3

Seam Strength: LockStitch (8 spi) – 46.3; Chainstitch (8 spi) – 51.7

Labels: Color-coded size labels

Durability: Thread County is approximately 76x48. True industrial grade fabric with Reinforcing bar tacks at stress points to insure long service life and minimal repairs.

Packaging: 36 ea. per master carton (one-size per master carton)

Item 2: Trouser

General Description: Correctional Classics Black & White Trouser - Item #TBWT – Cut larger to fit wide range of body types. Pull-on style, elastic waistband and hemmed bottoms. No pockets.

Color: Black & White (3” Black Stripe)

Size: Medium – 8 XL

Fabric: 65% polyester/35% cotton twill

Weight: 7.50 oz. per sq. yard

Product Weight: Minimum of 11.25 oz.

Construction: Sides, inseam, and rise seams sewn with three needle felling stitch. Elastic is surged on with safety stitch and stitched down with 4 rows of expansion stitching. Legs circular hemmed with single needle stitch.

Stitching: 3 needle felling stitch on all seams for maximum strength and durability

Thread: High-quality, heavy-duty cotton wrapped polyester thread

Tex-Size: T-40 Thread (yarn) size – Unit for expressing linear density, equal to the weight in grams of 1 kilometer of yarn.

Strength: 4.13 lbs (avg. single-end break)

Elongation: 20.6% (avg. elongation at break)

Loop Strength: 5.65 lbs. (avg. loop break strength)

Loop Strength Ratio: 1.3

Seam Strength: LockStitch (8 spi) – 46.3; Chainstitch (8 spi) – 51.7

Elastic: 26-gauge, pre-shrunk heavy-duty 1.5” elastic with 140% stretch. Withstands temperature of 260 degrees F for four hours with full strength retention.

Labels: Color-coded size labels

Durability: Thread County is approximately 76x48. True industrial grade fabric with reinforcing bar tacks at stress points to insure long service life and minimal repairs.

Waistbands are finished with 4 rows of expansion stitching for maximum “give” and minimum stress on the stitching (Crease & Soil Resistant)

Packaging: 36 ea. per master carton (one-size per master carton)

Item 3: Shirt

General Description: Tri-Stitch Shirt – Cut larger to fit wide range of body types. Pull-on style, elastic waistband mock fly and hemmed bottoms. No pockets.

Colors: Green, Khaki, Navy, Orange, Postman Blue, Red, White, Yellow, Maroon, Lime Green, Hot Pink, Gray, Brown

Size: Small – 14 XL

Fabric: 65% polyester/35% cotton twill

Weight: 7.5 oz. per sq. yard

Product Weight: Minimum of 11.2 oz.

Construction: Sides, inseam, sleeve seams, and shoulder seams sewn with three needle felling stitch. Sleeves circular hemmed with single needle lock stitching. Bottom circular hemmed with ½ inch finish double turned hem using single needle lock stitching. Pocket hemmed with single needle lock stitching ½ inch finish. Pocket set with 1/8 inch margin double need lock stitching.

Stitching: 3 needle felling stitch on all seams for maximum strength and durability

Thread: High-quality, heavy-duty cotton wrapped polyester thread

Tex-Size: T-40 Thread (yarn) size – Unit for expressing linear density, equal to the weight in grams of 1 kilometer of yarn.

Strength: 4.13 lbs (avg. single-end break)

Elongation: 20.6% (avg. elongation at break)

Shrinkage: 212 Degrees Fahrenheit (boiling water) <1%; Hot Air Shrinkage <2%

Loop Strength: 5.65 lbs. (avg. loop break strength)

Loop Strength Ratio: 1.3

Seam Strength: LockStitch (8 spi) – 46.3; Chainstitch (8 spi) – 51.7

Labels: Color-coded size labels

Chlorine resistant: Stands up to the bleach levels recommended for industrial laundries with minimal shade loss

Durability: Thread County is approximately 76x48. True industrial grade fabric with reinforcing bar tacks at stress points to insure long service life and minimal repairs.

Packaging: 36 ea. per master carton for Small – 7XL and 24 per master for 9XL – 14XL

Item 4: Trouser

General Description: Tri-Stitch Trouser – Cut larger to fit wide range of body types. Non-binding V-neck, raglan short sleeves and one breast pocket. Hemmed sleeves and bottoms.

Colors: Green, Khaki, Navy, Orange, Postman Blue, Red, White, Yellow, Maroon, Lime Green, Hot Pink, Gray, Brown

Size: Small – 14 XL

Fabric: 65% polyester/35% cotton twill

Weight: 7.50 oz. per sq. yard

Product Weight: Minimum of 11.25 oz.

Construction: Sides, inseam, and rise seams sewn with three needle felling stitch. Elastic is surged on with safety stitch and stitched down with 4 rows of expansion stitching. Legs circular hemmed with single needle stitch.

Stitching: 3 needle felling stitch on all seams for maximum strength and durability

Thread: High-quality, heavy-duty cotton wrapped polyester thread

Tex-Size: T-40 Thread (yarn) size – Unit for expressing linear density, equal to the weight in grams of 1 kilometer of yarn.

Strength: 4.13 lbs (avg. single-end break)

Elongation: 20.6% (avg. elongation at break)

Shrinkage: 212 Degrees Fahrenheit (boiling water) <1%; Hot Air Shrinkage <2%

Loop Strength: 5.65 lbs. (avg. loop break strength)

Loop Strength Ratio: 1.3

Seam Strength: LockStitch (8 spi) – 46.3; Chainstitch (8 spi) – 51.7

Elastic: elastic 1 ½” wide 1.5” wide 26 gauge heavy duty elastic with 165% stretch. Elastic must withstand temperature of 260 degrees F for four hours with full strength retention and is guaranteed to maintain serviceable for life of the garment. Elastic must be stitched with 4 rows of Tex Size T-40, chain stitching with same color thread as garment

Labels: Color-coded size labels

Durability: Thread County is approximately 76x48. True industrial grade fabric with an IronClad finish that includes CRF treatment. Waistbands are finished with 4 rows of expansion stitching for maximum “give” and minimum stress on the stitching (Crease & Soil Resistant). Reinforcing bar tacks at stress points insure long service life and minimal repairs.

Packaging: 36 ea. per master carton for S – 7XL and 24 per master for 8XL – 14XL

Item 4: Shoes

General Description: Slip-On PVC Sandal, Orange.

Men’s whole sizes: 6-16

For Women, order one size smaller

Size 15/16 fits both size 15 and size 16

Can be worn with or without socks

One piece “basket-weave” look

Form fitting PVC construction is durable

Soft and Pliable

Non-skid

Non-marking

Autoclavable

Color: Orange

Uniform Lettering Size

The height of the letters should be 2 inches and should read as:

“BALDWIN COUNTY CORRECTION CENTER”

Uniform Lettering Colors

Navy – White Lettering

Orange – White Lettering

Red – White Lettering

Brown – White Lettering

Yellow – Black Lettering

Green – White

Khaki – Black

Postman Blue – White

Maroon – White

Lime Green – Black

Hot Pink – Black

Gray – White or Yellow

Black/White Striped – White Lettering (if printed on black) Black Lettering (if printed on white)

BID RESPONSE FORM BID #WG15-08

Provision of Inmate Uniforms for BC Corrections Center

Page 1 of 2

Date: _____

Out Of State _____ or _____ If yes, _____
Yes No Registration Number

Company Name: _____

Address: _____

Company Rep _____

(Rep. Name Typed or Printed)

Position: _____

Phone: _____

Fax: _____

Financing through another agency beside yourself _____ or _____
Yes No

If yes, you must attach a copy of the financing agreement and all conditions to this response form:

Financing Agency Authorized Signature

**THIS PAGE MUST ACCOMPANY THE DETAILED ITEM LISTING,
ALONG WITH THE REQUIRED CATALOGS.**

BID RESPONSE FORM BID #WG15-08

Provision of Inmate Uniforms for BC Corrections Center

Page 2 of 2

Item #	Description	Style	Cost p/each
1	Shirt, Black & White Stripe		
2	Trouser, Black & White Stripe		
3	Shirt, Tri-Stitch		
4	Trouser, Tri-Stitch		
5	Sandal, Slip-On PVC Orange		
	Uniform Lettering		