



FULTON COUNTY PURCHASING DEPARTMENT

REQUEST FOR QUOTE NUMBER: 08RH59494A

WILL BE RECEIVED UNTIL 2:00 PM WEDNESDAY JANUARY 16, 2008

DESCRIPTION: BOOTS & SHOES, MALE AND FEMALE, GENERAL SERVICES DEPARTMENT

Fu For quicker respond on-line at www.fultonvendoreselfservice.com

Or via Fax at (404) 893-1728

Senior Buyer: Rodney Herne

Fulton County Department of Purchasing & Contract Compliance

Public Safety Building, Suite 1168

130 Peachtree Street, S.W.

Atlanta, Georgia 30303

(404) 730-5800

ANY QUESTIONS REGARDING PURCHASING PROCEDURES OR THE SPECIFICATIONS SHOULD BE ADDRESSED ONLY TO THE PURCHASING CONTACT PERSON LISTED BELOW. BIDDERS MAY NOT HAVE CONTACT WITH COUNTY OFFICERS, ELECTED OFFICIALS OR COUNTY EMPLOYEES REGARDING THIS BID PRIOR TO AWARD OF PURCHASE ORDER. VIOLATION OF THIS INSTRUCTION WILL RESULT IN YOUR BID BEING FOUND NON-RESPONSIVE.

CONTACT NAME:

RODNEY HERNE, SENIOR BUYER

E-Mail Address :

rodney.herne@fultoncountyga.gov

Telephone Number:

(404) 730-4216

All information requested on this sheet must be completed. The signature block and related information on each quote sheet must also be completed. Unless specifications indicate "NO SUBSTITUTE", items determined by Fulton County to be "EQUAL OR BETTER" will be given full consideration. All prices QUOTED must be "FOB DELIVERED" unless otherwise requested, and must be submitted in the format requested. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.

Company Name:

Company Address:

City

State

Zip Code

Telephone Number:

Fax Number:

E-Mail Address:

RESPONSES MUST BE DELIVERED TO THE PURCHASING OFFICE BY THE DATE INDICATED.

Person submitting QUOTE: (Please Print)

Date

Title

*Signature of the person submitting QUOTE:

*This person has binding authority to sign contracts on behalf of the responding company. By signing this form and all attachments, vendor agrees that their quote is an offer to sell. All bidders shall comply with all Fulton County purchasing laws, policies, and procedures, as well as relevant state and federal laws— including compliance with EEOC hiring guidelines and requirements under the Americans with Disabilities Act.

NO BID:

REASON: _____

**REQUEST FOR QUOTE
GENERAL TERMS AND CONDITIONS**

The following provisions are hereby made a part of this Request for Quote. Any contract or purchase order awarded as the result of this request shall be governed by these General Terms and Conditions. By signature in the space provided for vendor in these documents, vendor agrees to furnish the product(s) and/or service(s) pursuant to these conditions. The signed form must be submitted with your bid. Failure to do so may result in your bid being found non-responsive.

1. **GENERAL.** These provisions are standard for all County contracts. The County may delete or modify any of these standard provisions for a particular contract or purchase order by indicating a change in the special instructions or provisions. **Any vendor accepting a purchase order award as the result of this request agrees that the provisions included within this Request for Quote shall prevail over any conflicting provision within any standard form contract of the vendor.**
2. **SUBMISSION OF RESPONSES.** Responses may be submitted for quotes on the Vendor Self Service system at www.fultonvendorelfselfservice.co.ga.us, fax, or in person. Responses must be delivered to the Purchasing Office by the date indicated on the Request for Quote cover sheet. Quotes will be received until 2:00 p.m. on the date indicated. Quotes should be submitted on the forms provided by the County. Quotes must be signed by an authorized employee, if submitting a hardcopy.
3. **AMENDMENTS TO THE REQUEST FOR QUOTE.** Any amendment to pricing is valid only if in writing and issued by the County.
4. **NO BID.** Persons desiring not to submit a quote should return the acknowledgement marking it "No-Bid", not later than the stated submittal deadline.
5. **NON-COLLUSION.** Bidder certifies that this bid is made without prior understanding, agreement or connection with any other corporation, firm or person submitting a bid for the same work, labor or service to be done or the supplies, materials or equipment to be furnished and is in all respects fair and without collusion or fraud. Bidder further understands collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damage awards. Bidder agrees to abide by all conditions of this bid and certifies that person signing is authorized to sign this bid or proposal for the bidder.
6. **CONFLICT OF INTEREST.** Vendor states that no County officer or employee, nor any business entity in which they have an interest: a) Has an interest in the contract awarded; b) Has been employed or retained to solicit or aid in the procuring of the resulting contract; c) Will be employed in the performance of such contract without immediate disclosure of such fact to the County.
7. **BASIS OF AWARD.** The County shall award to the overall lowest responsible and responsive vendor complying with the provisions of the Request for Quote. The following criteria may be considered by the County in selecting the most advantageous quote: a) Ability to perform the service required within the specified time; b) Conformance to specification; c) The quality of performance in previous contracts; d) Financial ability to perform the contract; e) Item pricing; f) vendor references. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.
8. **SAMPLES.** Samples of items when required, must be furnished free of expense to the County and upon request, be returned to the Vendor at the Vendor's expense. Samples of selected items may be retained for comparison purposes.
9. **BRAND NAME SPECIFICATIONS AND APPROVED EQUIVALENTS.** Unless otherwise specified, manufacturer's names, trade names, brand names, information and/or catalog numbers listed in the specifications are intended only to identify the quality and characteristics desired. They are not intended to limit competition. The Vendor may offer any equivalent product which meets or exceeds the specifications. If quotations are based on equivalent products, the quote must: a) Indicate the alternate manufacturer's name and catalog number; b) Include complete descriptive literature and/or specifications; c) Include proof that the proposed equivalent will meet the specifications. The County reserves the right to be the sole judge

of what is equal and acceptable to meet its needs in all respects. If Bidder fails to name a substitute, goods identical to the published standard must be furnished.

10. **INDEMNIFICATION.** Contractor/Vendor hereby agrees to release, indemnify, defend and hold harmless the County, it's Commissioners, officers, employees, subcontractors, successors, assigns and agents from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by contractor, it's directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection with it's acceptance, of the performance, or nonperformance, of it's obligations under this agreements.
11. **TAXES.** Fulton County is exempt from the State of Georgia sales tax and exemption certificate will be furnished upon request.
12. **DELIVERY.** All prices must be FOB Destination, unloaded inside and assembled unless otherwise indicated.
13. **RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT.** If any item furnished by the Vendor fails to conform to specifications, or to the sample submitted by the Vendor, the County may reject it. Upon rejection, the Vendor must promptly reclaim and remove such item without expense to the County, and shall immediately replace all such rejected items with others conforming to such specification and samples. If the Vendor fails to do so, the County has the right to purchase in the open market a corresponding quantity of any such items and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual cost to the County. If the Vendor fails to make prompt delivery of any item, the County has the right to purchase such item in the open market and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual replacement cost to the County. The rights and remedies of the County identified above are in addition to any other rights and remedies provided by law or under the purchase order.
14. **INVOICES AND PAYMENT TERMS.** Invoices are to be mailed to the County department specified on the resulting purchase order or master agreement. All invoices must include the purchase order number or master agreement number. Failure to comply may result in delayed payments. The County payment terms are Net 30 days unless a cash discount is allowed for payment within not less than twenty (20) days. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County and the correct invoice is received in the office specified on the purchase order.
15. **LEGAL REQUIREMENTS.** Federal, State, County and local ordinances, rules and regulations, and policies shall govern development, submittal and evaluation of quote and disputes about quotes. Lack of knowledge by any Vendor about applicable law is not a defense.
16. **ASSIGNMENT.** Any purchase order awarded shall not be assignable by the Vendor without the express written approval of the County, and shall not become an asset in any bankruptcy, receivership or guardianship proceedings.
17. **REJECTION OF BID.** Bids may be considered irregular and may be rejected if they show omissions, alternations of form, additions not called for, conditions, limitations, unauthorized alternate bids or other irregularities of any kind. The County reserves the right to waive minor technicalities or irregularities of bid.
18. **TERMINATION.** In the event any of the provisions of the purchase order are violated, the County may serve written notice of its intention to terminate the purchase order. Such notice will state the reason(s) for such intention, and unless within ten (10) days after serving notice upon the contractor, such violation has ceased and satisfactory arrangements for correction made, the purchase order shall, upon expiration of ten (10) days, be terminated. Further, the County reserves the right to terminate for its convenience any purchase order in whole or in part upon giving thirty (30) days prior written notice to the other party.
19. **DEBARMENT.** If a Bidder is presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency which prohibits your firm from participating in any procurement, the Bidder must provide the County with that information as part of its

response to this solicitation. Failure to fully and truthfully provide the information required, may result in the disqualification of your bid from consideration or termination of the purchase order, once awarded.

- 20. **RIGHT TO PROTEST.** Any actual or prospective Bidder who is aggrieved in connection with a solicitation or award of a contract/purchase order must submit its protest in writing to the Director of Purchasing & Contract Compliance, 130 Peachtree St. S.W., Suite 1168, Atlanta, GA 30303. A protest must be submitted to the Director of Purchasing & Contract Compliance, in writing within 14 days after such aggrieved entity knows or should have known of the solicitation, the award of contract/purchase order to another or other acts giving rise to a protest. An oral protest or a protest to an official, employee, user department, or other person apart from the Director of Purchasing & Contract Compliance does not comply with Fulton County Code Section 2-324 and does not toll the protest time period.

SIGNATURE BELOW IS THAT OF A PERSON AUTHORIZED TO SIGN CONTRACTS FOR THE QUOTING COMPANY WHO HAS READ, UNDERSTANDS, AND AGREES TO COMPLY WITH THE ABOVE GENERAL TERMS AND CONDITIONS.

COMPANY: _____ **SIGNATURE:** _____

NAME: _____ **TITLE:** _____ **DATE:** _____

THIS SIGNED FORM MUST BE SUBMITTED WITH YOUR BID. FAILURE TO DO SO MAY RESULT IN YOUR BID BING FOUND NON-RESPONSIVE.

REQUEST FOR QUOTE SPECIFICATIONS**Quote Number: 08RH59494A****Opening Date: January 16, 2008****Boots & Shoes****General Services Department****1. DESCRIPTION**

The Fulton County Department of Purchasing & Contract Compliance is soliciting quotes from qualified vendors to provide Boots & Shoes for the General Services Department.

2. CONTACT PERSON

Please contact Rodney Herne, Senior Buyer at (404) 730-4216 or by e-mail rodney.herne@fultoncountyga.gov, with any procedural or technical questions. All questions should be submitted in writing to the Purchasing contact person. Any responses made by the County will be provided in writing to all Bidders by addendum. No verbal responses shall be authoritative.

You must be registered in the County's AMS System in order for the Department of Purchasing & Contract Compliance to issue your company a Purchase Order or to receive payments. If you are not a registered vendor you may access and complete the vendor application via the County's Vendor Registration website (www.fultonvendorelfservice.co.fulton.ga.us).

You must provide a copy of your current Business License in order to complete the vendor registration process.

If your company is a registered vendor, you can respond to all quotes on line and in real time on this website.

3. PRODUCT/SERVICE SPECIFICATIONS**Group A:**

Specifications: Size range (7 through 15) including ½ sizes,
Width (Narrow through 3E)

1. Boot must feature OSHA approved steel toe with nail proof soles.
2. Slip resistant and oil resistant soles must be on each pair of boots.
3. The upper portion of the boots must be made of premium leather.
4. Tongue and collar of boots are to be padded.
5. Sizes and styles must be available to both men and women to include extra wide and narrow widths and large sizes in boots.
Color: Black

- 6. Boot linings are to be constructed of high-density material such as “thins-u-late lining”, making the boot wear comfortably.
- 7. Insoles are to be made of leather and the boots offer contour cushioned heels and arch support.
- 8. Boots that are waterproof along with above mentioned features must be made available.
- 9. Insulated boots for cold weather.

Group B:

Specifications: Size range from (5 through 15 including ½ sizes)
Width (Narrow through XXX wide)

Note: All boots and shoes must be OSHA approved.

4. PRICING SHEETS

GROUP - A

Specifications: Size range (7 through 15) including ½ sizes
Width (narrow through 3E)

Work Boot “6” leather uppers, 400 gram thinsulate insulation, industrial grade lined toe, foam cushioned insole, non marking sole composite toe cap plastic shank.
Color: Black, Style #: Lehigh 5488 or equal

- 1. Male Model # _____ \$ _____
- 2. Female Model # _____ \$ _____

Work Boot "6" leather uppers, padded collar and tongue, high density comfort lining, cushioned insoles, rubber lug out sole steel shank welt construction and non metallic toe cap. Color: Black, Style #: Lehigh 5088 or equal

3. Male Model # _____ \$ _____

4. Female Model# _____ \$ _____

Lightweight Sport Shoe, Athletic leather uppers, padded collar and tongue, removable cushioned insole, oil resistant rubber sport outsole, steel toe cap. Color: Black , Style #: Lehigh 76197 or equal

5. Male Model# _____ \$ _____

6. Female Model# _____ \$ _____

Light weight slip Shoe on for women, full grain leather uppers, high density lining, polyurethane ESD insoles, rubber soles, steel toe cap. Color: Black (shoe). Style #: Lehigh 592 or equal

7. Female Model # _____ \$ _____

Work sport Boot 6", full grained leathers uppers, high density linings, full wrapped foam cushioned insoles, rubber lug out sole, steel shank, sole, steel toe cap. Color: Black, Style #: Lehigh 5236 or equal

8. Female Model # _____ \$ _____

Low Cut Sport Shoe, athletic leather uppers, padded, removable cushioned insole, rubber out sole, lightweight construction , and steel toe cap Color: Black, Style #: Lehigh 76212B or equal.

9. Female Model # _____ \$ _____

Oxford Shoe, soft leather uppers, leather quarter removable cushioned insole, polyurethane plus sole, steel toe cap, light weight side Color: Black, Style #: Lehigh 5636 or equal

10. Male Model # _____ \$ _____

11. Female Model# _____ \$ _____

Boot, 6" premium full grain leather upper, lined, removable polyurethane cushioned insole, rubber lug outsole fiberglass shank welt construction and steel toe cap. Color: Black, Style #: Lehigh 1532 or equal

12. Male Model # _____ \$ _____

Low cut Sport Shoe, Athletic leather upper, contoured removable polyurethane cushioned insole, light weight side reinforcement stitch, slip resistant outsole, TPU shank and steel toe cap. Color: Black, Style #: Lehigh 5502 or equal

13. Male Model # _____ \$ _____

14. Female Model# _____ \$ _____

slip Casual Oxford, Dress leather uppers, contoured heel cup with full cushion insole, resistant rubber grip out sole, steel shank and welt construction, steel toe cap. Color: Black, Style # Lehigh 5430 or equal

15. Male Model # _____ \$ _____

16. Female Model# _____ \$ _____

Sport /Work Hiker, Athletic leather uppers, contoured cushioned removable insole rubber outsole, light weight construction, steel toe cap. Color: Black, Style #: Lehigh 40592 or equal

17. Male Model # _____ \$ _____

18. Female Model# _____ \$ _____

Work Boot, 6" soft leather upper, polyurethane cushion insole, polyurethane lite lug outsole, steel shank, welt construction and steel toe cap. Color: Black, Style #:

Lehigh 5160 or equal

19. Male Model # _____ \$ _____

20. Female Model# _____ \$ _____

Work Boot, 8" Full grain leather waterproof uppers, cushioned removable insole, totally non-metallic boot, rubber shell out sole, plastic shank light weight composite toe cap. Color: Black, Style #: Lehigh 5258 or equal

21. Male Model # _____ \$ _____

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22. Female Model # _____ \$ _____

Oxford shoe, smooth leather uppers, cushioned removable insole, slip resistant rubber outsole, lightweight with side reinforcement stitch, steel shank and steel toe cap. Color: Black, Style #: Lehigh 532 or equal

23. Female Model # _____ \$ _____

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High Top Hiker, Oiled leather uppers, cushioned removable insole, comfort lining, molded rubber outsole, light weight construction, composite toe cap. Color: Black. Style #: Lehigh R5004 or equal

24. Male Model # _____ \$ _____

25. Female Model# _____ \$ _____

Work Boot 8", Full grain leather uppers, full wrapped foam cushion insole, rubber lug outsole with steel shank, welt construction and steel toe cap. Color: Black. Style #: Lehigh 5238 or equal

26. Male Model # _____ \$ _____

Slip on Shoe Full grain leather uppers, contoured heel stabilizer; full cushioned insole, slip resistant outsole, steel shank, light weight construction and steel toe cap. Color: Black. Style #: Lehigh 483or equal

27. Female Model # _____ \$ _____

Work Boot 8", Oiled leather uppers, scuff resistant rubber toe bumper, polyurethane cushion insole puncture resistant steel plate rubber outsole sole, steel shank and, steel toe cap. Color: Black, Style #: Lehigh 5823 or equal

28. Male Model # _____ \$ _____

29. Female Model# _____ \$ _____

Work Boot 6", Leather uppers, padded cushioned insole, polyurethane outsole, fiber glass shank, welt construction and steel toe cap. Color: Black, Style #: Lehigh 1420 or equal.

30. Male Model # _____ \$ _____

31. Female Model# _____ \$ _____

Leather Slip On, Full grain leather uppers, cushioned insole, slip resistant rubber sole, lightweight shoe, steel toe cap. Color: Black, Style #: Lehigh 5332 or equal

32. Male Model # _____ \$ _____

33. Female Model# _____ \$ _____

Service Oxford, Soft leather uppers, foam cushion insoles, stitched rubber bumper guard, light lug outsole, steel shank and, steel toe cap. Color: Black, Style #: Lehigh 5132 or equal.

34. Male Model # _____ \$ _____

35. Female Model# _____ \$ _____

GROUP - B

Specification: Size range from (5 through 15 including 1/2 sizes)
Width (Narrow through XXX wide)

- 36. PVC Rubber Boot Slip Resistant, cushioned insole, steel toe protection. Color: Black, Style # Lehigh 2745 or equal. \$ _____
- 37. Pull Over-Shoe, woven fabric lining, rubber traction sole. Color: Black, Style # Lehigh 7400 or equal. \$ _____

Note: All boots and shoes must be OSHA approved.

5. SPECIAL CONDITIONS/INSTRUCTIONS

INVENTORY

- 1. A full inventory of **BOOTS & SHOES** available within a fifty (50) mile radius of the Fulton County Government Center, 141 Pryor Street, Atlanta, Georgia 30303.
- 2. Location: _____
- 3. Fulton County General Services Department reserves the right to reject any quoter who does not maintain an inventory within fifty (50) miles of the Fulton County Government Center at 141 Pryor Street, Atlanta, Georgia. The vendor understands that having the material/supplies immediately available on an “if needed, as needed, and when needed” basis will be used in selecting the successful vendor. Fulton County reserves the right to reject any vendor failing to meet this requirement.

AUTHORIZATION TO PLACE CALLS

The following is a list of personnel authorized to place calls against this contract. Failure to receive proper authorization prior to providing the service and/or parts can be grounds for nonpayment of the invoice.

Division	Name	Phone
Operation Support Material Management 3929 Aviation Cir., Bldg. C Atlanta, GA 30336	Calvin Gamble	:(404) 699-4237
Operation Support 125 Willis Mill Rd Atlanta GA 30303	Robert Jessup	(404) 613-0851

Selected vendor must be able to offer boots/shoes on site for fitting and selection.

INVOICING

Invoice should be sent to the address of the requesting division listed above **(AUTHORIZATION TO PLACE CALLS)** to expedite payment of invoices.

Invoice submitted must include the purchase order number, item number(s) and item description(s), and net prices.

Invoices will be returned unpaid to the vendor when one of the following conditions exists:

1. Invoice does not contain all the required information. Include a purchase order number and a detailed description of the requested service.
2. Price on the invoice does not correspond to the quote price.

REFERENCES

Vendor(s) shall submit with quote a minimum of three (3) references (business associates) of directly related experience. The references must contain the following information:

1. Company name
2. Contact person
3. Address
4. Telephone & Fax numbers
5. Brief description project

AWARD

Award(s) will be made to the lowest overall “responsive and responsible” vendor for each of three (3) groups. Any award made as a result of this quote will be from date of award for twelve (12) consecutive months.

DELIVERY

Delivery requirements will be as required by the individual department authorized personnel. Failure to adhere to this delivery schedule can be grounds for termination of the contract.

Delivery after receipt of purchase order: _____ days

SUBMITTAL REQUIREMENTS

The following information shall be submitted along with quote. Insufficient information on any of these items shall lead to disqualification of the vendor

1. Three (3) references in support of the qualification and experience
2. Copy of current business license
3. The vendor(s) must provide list manufacturers’ model designations, unit prices, and applicable discounts.

Failure to submit the require documents shall result in being deemed non-responsive.