



# FULTON COUNTY

*Vision*  
*People Families Neighborhoods*

*Mission*  
*To serve, protect and govern in concert with local municipalities*

*Values*  
*People Ethics Innovation Customer Services Resource Management Equal Opportunity*

**INVITATION TO BID: 13ITB87973YB-TR**

## FIREFIGHTER UNIFORMS AND ACCESSORIES

**For**

**FIRE DEPARTMENT**

**BID DUE DATE AND TIME:** *Tuesday, May 14, 2013 at 11:00 A.M.*

**BID ISSUANCE DATE:** *Monday, April 15, 2013*

**PRE-BID CONFERENCE DATE:** *Not required for this project*

**E-MAIL:** *terrence.reese@fultoncountyga.gov*

**LOCATION: FULTON COUNTY DEPARTMENT OF PURCHASING &  
CONTRACT COMPLIANCE  
130 PEACHTREE STREET, S.W., SUITE 1168  
ATLANTA, GA 30303**



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**SECTION 1  
INSTRUCTIONS TO BIDDERS****INVITATION TO BID  
13ITB87973YB-TR, Firefighter Uniforms & Accessories  
FULTON COUNTY GOVERNMENT**

Fulton County Government ("County") invites sealed bids for **13ITB87973YB-TR, Firefighter Uniforms & Accessories**.

**1. GENERAL INFORMATION**

- a. **Purchasing the Bid Document:** This document and supporting documents can be downloaded at the Fulton County Website <http://www.co.fulton.ga.us> under "Bid Opportunities".
- b. **The Bid package consists of the following scope of work:** To purchase Firefighter Uniforms and Accessories on an as/if or when requested basis. The detailed scope of work and technical specifications are outlined in Section 6 of this bid document.
- c. The term "Bid Documents" denotes all contract documents, notices, instructions and letters issued by the County's Purchasing Director in connection with this procurement.
- d. **Bid Contact:** Information regarding the bid, either procedural or technical, may be obtained by e-mailing [terrence.reese@fultoncountyga.gov](mailto:terrence.reese@fultoncountyga.gov). Information regarding the bid requirements may be obtained by using the following procedure. Inquiries must be submitted in writing to:

Fulton County Purchasing Department  
130 Peachtree Street, S.W. Suite 1168  
Atlanta, GA 30303  
Fax: (404) 893-1739  
Reference Bid # 13ITB87973YB-TR, Firefighter Uniforms & Accessories

**2. PRE-BID CONFERENCE** *(No pre-bid conference will be held for this project)*

No pre-bid conference will be held; however, bidder **Inquiries regarding the solicitation either technical or otherwise must be submitted in writing** via US mail or email by **Tuesday, April 30, 2013** to: **Terrence Reese, Assistant Purchasing Agent** Fulton County Purchasing Department Bid Room, located at 130 Peachtree Street, S.W. Suite 1168, Atlanta, Georgia 30303. Fulton County's official response to inquiries will be responded to in the form of an addendum posted to the County's website under this solicitation. Only those responses to written and responded to by the County in written communications will be official.

**3. SUBCONTRACTING OPPORTUNITIES**

Potential prime contractors submitting a bid on this project for Fulton County and are seeking subcontractors and/or suppliers can advertise those subcontracting opportunities on the County's website, <http://www.fultoncountyga.gov> under "Subcontracting Bid Opportunities".

4. **SITE VISIT:** Not Applicable to this solicitation

5. **PREPARATION AND SUBMISSION OF BIDS**

**Bid forms must be filed in accordance with the following instructions:**

- a. Bidders shall **SUBMIT ONE (1) ORIGINAL, SIGNED AND DATED, AND THREE (3) COPIES** on the forms provided in the Bid Documents. All Bids must be made on the Bid forms contained herein. All blank spaces must be typed on hand written in blue ink. All dollar amounts must be BOTH in writing and figures and represent prices for the published scope of work without exceptions. Written prices prevail over number prices in the event of error. All corrections to any entry must be lined out and initialed by the Bidder. Please do not use correction tapes or fluids. **Indicate all addenda incorporated in the Bid.** Bids shall be signed by hand by an officer of principal of the Bidder with the authority to make a Contract.

Bids by joint ventures, consortia, associations or partnerships shall designate one single participant to represent all those forming the bidding entity. Bids shall be signed by a duly authorized representative of the bidding entity and evidence of the Signatory's authority signed by and listing the full names and addresses of all participants in the bidding entity shall be attached to the Bid submittal.

- b. Bids must be sealed and clearly marked identifying the following information:

1. Bidder's Name/Company Name and Address.
2. Bids shall be addressed to:

Department of Purchasing  
Fulton County Public Safety Building  
130 Peachtree Street, S.W.; Suite 1168  
Atlanta, Georgia 30303-3459

**RE: 13ITB87973YB-TR, Firefighter Uniforms & Accessories**

6. **BIDDER'S MODIFICATION AND WITHDRAWAL OF BIDS:** A Bidder may modify or withdraw its bid by written request, provided that the request is received by the County prior to the bid due date and time at the address to which bids are to be submitted. Provided further, that in case of an electronic request (i.e. facsimile, e-mail, etc.) a written confirmation thereof over the authorized signature of the Bidder must be received by the County at the address to which original Bids are to be submitted within three (3) calendar days after issue of the electronic message. Following withdrawal of its bid, the Bidder may submit a new, providing delivery is affected prior to the established bid opening date and time. **No bid may be withdrawn after bid due date for sixty (60) calendar days.**

7. **ADDENDA AND INTERPRETATIONS:** No interpretations of the meaning of the Specifications or other pre-bid documents will be made to any Bidder orally. Bidders requiring clarification or interpretation of the Bidding Documents shall make a request as stated in item 2 above no later than **5:00 PM, Tuesday, May 7, 2013**. Written requests for clarification or interpretation may be mailed, hand delivered, e-mailed or faxed to the Bid Contact listed in Section 1(d). Telephone inquiries will not be accepted.

Only communications from firms that are in writing and signed will be recognized by the County as duly authorized expressions on behalf of proposers/bidders. Any and all such

interpretations and any supplemental instructions will be in the form of written Addenda to the Specifications which, and if any addenda are issued to this Invitation to Bid.

**8. REQUIRED SUBMITTALS:** The bidder **must complete and execute** the following:

1. Bid Form
2. Bid Schedule (*not applicable*)
3. Certification of Acceptance of Bid/Proposal Requirements
4. Corporate or Partnership Certificate
5. Non-Collusion Affidavit of Prime Bidder
6. Non-Collusion Affidavit of Subcontractor
7. Contract Compliance Forms, fully executed
  - a. Promise of Non-Discrimination (Exhibit A)
  - b. Employment Report (Exhibit B)
  - c. Schedule of Intended Subcontractor Utilization (Exhibit C)
  - d. Letter of Intent to Perform As a Subcontractor or Provide Materials or Services (Exhibit D)
  - e. Declaration Regarding subcontractor Practices (Exhibit E)
  - f. Joint Venture Disclosure Affidavit (Exhibit F)
  - g. Equal Business Opportunity (EBO) Plan

Any bids received after the stated time and date shall not be considered. It shall be the sole responsibility of the bidder to have his/her bid delivered to the Fulton County Department of Purchasing for receipt on or before the stated time and date (section 00020). If a bid is sent by U.S. Mail, the bidder shall be responsible for its timely delivery to the Purchasing Department. Bids delayed by mail will not be considered, shall not be opened, and arrangements shall be made for their return at the bidder's request and expense.

**9. TERM OF CONTRACT:** The initial term of the contract shall be for a one (1) year term, with two (2), one (1) year renewal options.

**10. NO CONTACT PROVISION**

It is the policy of Fulton County that the evaluation and award process for County contracts shall be free from both actual and perceived impropriety, and that contacts between potential vendors and County officials, elected officials and staff regarding pending awards of County contracts shall be prohibited.

- a. No person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication 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.
- b. 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.
- c. 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 "non-responsive", and same shall not be considered for award.

11. **BID AND CONTRACT SECURITY:** Not applicable to this project.
12. **RIGHT TO REJECT BIDS:** The County reserves the right to reject any or all bids and to waive informalities. No bids will be received after the time set for opening bids. Any unauthorized conditions, limitations or provisions attached to the Bid, except as provided herein, will render it informal and may cause its rejection. Unbalanced bids will be subject to rejection. Any bidder may withdraw his/her bid, either personally or by telegraphic or written request, at any time prior to the scheduled closing time for receipt of bids. Telegraphic or written requests for withdrawal must be in the possession of the County prior to the closing time for receipt of bids.
13. **APPLICABLE LAWS:** All applicable laws and regulations of the State of Georgia and ordinances and regulations of Fulton County shall apply. Protestors shall seek resolution of their complaints in the manner provided in the Fulton County Code of Laws §2-324, which is incorporated by reference herein.
14. **EXAMINATION OF CONTRACT DOCUMENTS:** Prospective bidders shall examine the contract documents and before submitting a bid, shall make a written request to the County for an interpretation or correction of any ambiguity, in consistency or error therein which could be discovered by a bidder. At the bid opening each bidder shall be presumed to have read and be familiar with the contract documents.
15. **INSURANCE AND RISK MANAGEMENT PROVISIONS:** Insurance and Risk Management Provisions and Indemnification and Hold Harmless provisions are outlined in Section 5 of this bid document. The bidder is required to sign the document and include it with its bid submission.
16. **WAGE CLAUSE:** Pursuant to Fulton County Code section 102-391, Each Contractor shall agree that in the performance of the Contract he will comply with all lawful agreements, if any, which the Contractor had made with any association, union, or other entity, with respect to wages, salaries, and working conditions, so as not to cause inconvenience, picketing, or work stoppage.
17. **BID OPENING:** Bids will be opened in public and read aloud. All bidders are requested to be present at the opening.
18. **DETERMINATION OF SUCCESSFUL BIDDER:** Fulton County desires to complete this work in a timely manner. The Contract will be awarded to the lowest responsive, responsible bidder(s), if awarded.
  - 1) **Responsibility:** The determination of the bidder's responsibility will be made by the County based on whether the bidder meets the following minimum requirements:
    - a) The County reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the County that he/she is properly qualified to carry out the obligations of the Contract.
    - b) Maintains a permanent place of business individually or in conjunction with the prime contractor.

- c) Has the appropriate and adequate technical experience. Designated Project Manager must be proficient in all aspects of contracted work.
- d) Has adequate personnel and equipment to do the work expeditiously.
- e) Has suitable financial means to meet obligations incidental to the work.

2) **Responsiveness:** The determination of responsiveness will be made by the County based on a consideration of whether the bidder has submitted a complete Bid form without irregularities, excisions, special conditions, or alternative bids for any item unless specifically requested in the Bid form.

19. **NOTICE OF AWARD OF CONTRACT:** As soon as possible, and within sixty (60) days after receipt of bids, the County shall notify the successful Bidder of the Award of Contract.

The award shall be made by the Board of Commissioners of Fulton County to the lowest responsive, responsible bidder(s) as soon as possible after receipt of bids, taking into consideration price and the responsiveness to the requirements set forth in the Invitation for Bid. In such case, no claim shall be made by the selected Contractor(s) for loss of profit if the contract is not awarded or awarded for less work than is indicated and for less than the amount of his bid. The total of the awarded contract shall not exceed the available funds allocated for this project.

Should the County require additional time to award the contract, the time may be extended by mutual agreement between the County and the successful bidder. If an Award of Contract has not been made within sixty (60) days from the bid date or within the extension mutually agreed upon, the Bidder may withdraw the Bid without further liability on the part of either party.

Any award made by the Board of Commissioners as a result of this bid will begin from the date of the notice to proceed. The Bidder agrees hereby to commence work under this Contract, with adequate personnel and equipment, on a date to be specified in a written order of the Program Manager. The contract shall become effective on the Contract Date and shall continue in effect until the end of the term of the contract or until the project has been closed-out by the User Department unless earlier terminated pursuant to the termination provisions of the contract.

20. **BASIS OF AWARD:** The Contract, if awarded, will be awarded on a lump sum basis to the lowest responsive and responsible bidder. All other required Contract Documents must be fully completed and executed by the Contractor and his/her Surety, and submitted to the Owner **on or before** the issuance of the Notice to Proceed.

21. **EXECUTION OF CONTRACT DOCUMENTS:** Upon notification of Award of Contract, the County shall furnish the Contractor the conformed copies of Contract Documents for execution by the Contractor and Contractor's surety.

Within fifteen (15) days after receipt the Contractor shall return all the documents properly executed by the Contractor and the Contractor's surety. Attached to each document shall be an original power-of-attorney for the person executing the bonds for the surety and certificates of insurance for the required insurance coverage.

After receipt of the documents executed by the Contractor and his surety with the power-of-attorney and certificates of insurance, the County shall complete the execution of the documents. Distribution of the completed documents will be made upon completion.

If the County fails to execute the documents within the time limit specified, the Contractor shall have the right to withdraw the Contractor's bid without penalty.

Should an extension of any of the time limits stated above be required, this shall be done only by mutual agreement between both parties.

Any agreement or contract resulting from the acceptance of a bid shall be on a County approved document form. The County reserves the right to reject any agreement that does not conform to the Invitation for Bid and any County requirements for agreements and contracts. The County reserves the right to modify the agreement resulting from this bid upon the recommendation of the County Attorney.

**22. JOINT VENTURE:** Any Bidder intending to respond to this solicitation as a joint venture must submit an executed joint venture agreement with its offer. The agreement must designate those persons or entities authorized to execute documents or otherwise bind the joint venture in all transactions with Fulton County, or accompanied by a document, binding upon the joint venture and its constituent members, making such designation. Offers from joint ventures that do not include these documents will be rejected as being non-responsive.

**23. CONTRACTORS COMPLIANCE WITH ALL ASSURANCES AND/OR PROMISES MADE IN RESPONSE TO PROCUREMENT:** Should any Bidder submit a response to the County promising to provide a certain level of service for either the scope of work, MFBE participation, or any other matter, including where such promise or assurance is greater than what is required by the procurement documents, and should this response containing the promise or assurance be accepted by the County and made a part of the Contract Documents, then this degree or level of service promised by the bidder relating to the scope of work, MFBE participation, or other matter shall be considered to be a material part of the Agreement between the bidder and the County, such that the bidder's failure to provide the agreed upon degree or level of service or participation shall be a material breach of the Agreement giving the County just cause to terminate the Agreement for cause, pursuant to the General Conditions of the Agreement.

**24. MINIMUM PARTICIPATION OF REQUIREMENTS FOR PRIME CONTRACTORS**

Pursuant to Fulton Code section 102-357, the prime contractor or vendor for this project or contract actually perform no less than 51% of the scope of work of the prime contract.

Construction contracts are exempt from the requirements of this section.

**25. GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT**

This Invitation to Bid is subject to the Georgia Security & Immigration Compliance Act. Pursuant to the Georgia Security & Immigration Compliance Act of 2006, as amended on May 11, 2009, bidders and proposers are notified that all bids/proposals for services that are to be physically performed within the State of Georgia must be accompanied by proof of their registration with and continuing and future participation in the E-Verify program established by the United States Department of Homeland Security. A completed affidavit must be submitted on the top of the bid/proposal at the time of submission, prior to the time for opening bids/proposals. Under state law, the County cannot consider any bid/proposal which does not include a completed affidavit. It is not the intent of this notice to provide detailed information or legal advice concerning the Georgia Security & Immigration Compliance Act. All bidders/proposers intending to do business with the County are responsible for independently apprising themselves and complying with the requirements of that law and its effect on County procurements and their participation in those procurements. For additional information on the E-Verify program or to enroll in the program, go to: <https://e-verify.uscis.gov/enroll> .

See Section 3, Purchasing Forms & Instructions for declarations and affidavits.

***NOT APPLICABLE TO THIS PROJECT.***

**26. PROFESSIONAL LICENSES (NON-APPLICABLE)**

The State of Georgia requires that the following professions are required by state law to be licensed:

1. Electricians
2. Plumbers
3. Conditioned Air Contractors
4. Low voltage Contractors

Bidders and any sub-contractors performing any of the above described work must provide a copy of their license for the work they will perform on this project. Bidders must complete Form C: Georgia Professional License Certification in Section 00420, Purchasing Forms & Instructions. Failure to provide the required license may deem your bid non-responsive.

**27. Bid General Requirements**

The following information pertains to the submission of a Bid to Fulton County, and contains instructions on how Bids must be presented in order to be considered. Listed below are the requirements for all Bidders interested in doing business with Fulton County.

- A. The Bid sheets included in this Invitation to Bid ("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.
- B. All signatures must be executed by person(s) having contracting authority for the Bidder.
- C. Absolutely 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 solicitation.
- D. The envelope in which the Bid response is submitted must be sealed and clearly labeled with the Bid number, project title, due date and time, and the name of the company or individual submitting the proposal. Bids must be received by the opening date and time shown on this Bid in order to be considered. The Purchasing Agent has no obligation to consider Bids which are not in properly marked envelopes. Contract Compliance submittals shall be submitted in a separate sealed envelope or package.
- E. The original and the required number of copies of the Bid must be returned to:

Fulton County Purchasing Agent  
Fulton County Department of Purchasing and Contract Compliance  
130 Peachtree Street, S.W., Suite 1168  
Atlanta, Georgia 30303

Any inquiries, questions, clarifications or suggestions regarding this solicitation should be submitted in writing to the Purchasing Contact Person. Contact with any other County personnel in regard to a current solicitation is strictly prohibited in accordance with Fulton County "No Contact Provision" policy outlined in S35 and in Section 00020, Invitation to Bid.

- F. 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 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.
- G. All prices Bid must be audited by the Bidder to ensure correctness before the 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.
- H. 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 lump sum Bid for groups or items. In the event a 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.
- I. 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 in order by the Invitation to Bid, Purchase Order, Bid, Contractor's Warranty Agreement, Maintenance Agreement, and/or other Contractor provided agreements.
- J. A Bidder may submit only one (1) Bid response for each specific Bid solicitation unless otherwise authorized in the specifications.
- K. 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.
- L. All items Bid must be new. Used, rebuilt and refurbished items will not be considered unless specifically authorized by Fulton County in the written specifications.
- M. 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.

- N. 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.
- O. 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, and is to indicate the general quality and characteristics of products that may be offered. 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 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". 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.
- P. 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 must be plainly tagged with Fulton County's Bid number, item name, manufacturer, and the name of the Bidder.
- Q. 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.
- R. 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.
- S. 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.
- T. 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 manufacturers' warranties must be passed through to Fulton County. The Bidder and not Fulton County is responsible for contacting the manufacturer of the warranty service provided during the warranty period and supervising the completion of the warranty service to the satisfaction of Fulton County.

- U. As a successful Bidder providing any equipment which requires fitting and assembly, the Bidder 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.
- V. A successful Bidder is solely responsible for disposing of all wrappings, crating, and other disposable material upon delivery of item(s).
- W. 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.
- X. 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.
- Y. All Bidders must comply with all Fulton County Purchasing laws, policies, and procedures, non-discrimination in contracting and procurement ordinances, 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.
- Z. If a successful Bidder is unable or unwilling to enter into a Contract with Fulton County subsequent to being granted an award, or who fails to perform in accordance with the Bid specifications the Bidder will be subject to damages and all other relief allowed by law.
- AA. 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 "non-responsive" in the future.

- BB. 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.
- CC. 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 or the mutual expectation of an award of a Contract and 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.
- DD. Bids for projects that are solicited pursuant to the Georgia Local Government Public Works Construction Law (O.C.G.A. § 36-91-1 et seq.) may withdrawn as follows:
- a. Competitive sealed Bids ("Bid") may not be revoked or withdrawn until 60 days after the time set by the governmental entity for opening of Bids. At the end of this time period, the Bid will cease to be valid, unless the Bidder provides written notice to the County prior to the scheduled expiration date that the Bid will be extended for a time period specified by the County.
- EE. In the evaluation of the 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.
- FF. All proposals and Bids submitted to Fulton County are subject to the Georgia "Open Records Act", Official Code of Georgia, Annotated (O.C.G.A.) §50-18-70 et seq.
- GG. All proposals and Bids submitted to Fulton County involving Utility Contracting are subject to the Georgia law governing licensing of Utility Contractors, O.C.G.A. §43-14-8.2(h). The Utility Contractor License number of the person who will perform the utility work shall be written on the face of the Bid envelope.
- HH. The apparent silence of this specification, and any supplement thereto, as to details, of 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.
- II. It is the policy of Fulton County that the evaluation and award process for County contracts shall be free from both actual and perceived impropriety, and that contacts

between potential vendors and County officials, elected officials and staff regarding pending awards of County contracts shall be prohibited.

- a. No person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication 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.
  - b. 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.
  - c. 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 "non-responsive", and same shall not be considered for award.
- JJ. Any Bidder intending to respond to this solicitation as a Joint Venture must submit an executed Joint Venture Agreement with this Bid. 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 are accompanied by a document, binding upon the Joint Venture and its constituent members, making such designation. Bids from Joint Ventures that do not include these documents will be rejected as being "non-responsive".
- KK. Any Bidder intending to respond to this solicitation must complete all of the Procurement Affidavit Forms provided in this solicitation. Bids that do not include these completed documents will be rejected as being "non-responsive".

**END OF SECTION**

## Required Proposal Submittal Check List for Invitation to Bid (ITB)

**The following submittals shall be completed and submitted with each proposal (see table below "Required Bid Submittal Check List"). Please check to make sure that the required submittals are in the envelope before it is sealed. Failure to submit all required submittals may deem your bid non-responsive.**

Submit one (1) Original bid, signed and dated and [Insert # of copies required here (typically at least three (3) copies)] ( ) **complete** copies of the Original Bid including all required documents.

Item #	Required Bid Submittal Check List	Check (√)
1	One (1) Proposal marked " <b>Original</b> "	
2	*Form E: Georgia Security and Immigration Contractor Affidavit(s) and Agreements  <i>Note: If prime contractor is a joint venture, partnership, LLC, each member of the entity must submit an affidavit</i>	
3	*Form F: Georgia Security and Immigration Subcontractor Affidavit(s)	
4	Bid Form. All dollar amounts must be Both in writing AND figures and represent prices for the published scope of work without exceptions.	
5	Bid Breakdown Form	
6	Acknowledgement of each Addendum	
7	Bid Bond (separate envelope if Public Works Construction project)	
8	Purchasing Forms  Form A: Certificate Regarding Debarment  Form B: Non-Collusion Affidavit of Bidder/Offer or  Form C: Certificate of Acceptance of Request Proposal requirements  Form D: Disclosure Form & Questionnaire	
9	Office of Contract Compliance Requirements (separate envelope)  Exhibit A: Promise of Non-Discrimination  Exhibit B: Employment Record  Exhibit C: Schedule of Intended Subcontractor Utilization  Exhibit D: Letter of Intent to Perform as Subcontractor  Exhibit E: Declaration Regarding Subcontractor Practices  Exhibit F: Joint Venture Disclosure Affidavit  Exhibit G: Prime Contractor/Subcontractor Utilization Report  Equal Business Opportunity Plan (EBO Plan)  Exhibit H: First Source Jobs Program – Form 2 (if applicable)	
10	Evidence of Insurability, proposer must submit one (1) of the following:	

**Required Proposal Submittal Check List for Invitation to Bid (ITB)**

	Letter from insurance carrier Certificate of Insurance An umbrella policy in excess of required limits for this project	
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**SECTION 2  
BID FORM****13ITB87973YB-TR, Firefighter Uniforms & Accessories**

Submitted \_\_\_\_\_, 2013

The undersigned, as Bidder, hereby declares that the only person or persons interested in the Bid as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this Bid or in the Contract to be entered into; that this Bid is made without connection with any other person, company or parties making a Bid; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Drawings and Specifications for the work and contractual documents relative thereto, and has read all instructions to Bidders and General Conditions furnished prior to the openings of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees, if this Bid is accepted, to contract with the Board of Commissioners of Fulton County, Atlanta, Georgia, in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary, and to complete the construction of the work in full and complete accordance with the shown, noted, and reasonably intended requirements of the Specifications and Contract Documents to the full and entire satisfaction of the Board of Commissioners of Fulton County, Atlanta, Georgia, with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents for the following prices.

THE BASE BID IS THE AMOUNT UPON WHICH THE BIDDER WILL BE FORMALLY EVALUATED AND WHICH WILL BE USED TO DETERMINE THE LOWEST RESPONSIBLE BIDDER.

The base bid may not be withdrawn or modified for a period of sixty (60) days following the receipt of bids.

**BASE BID AMOUNT** (Do not include any Bid Alternates)

\$ \_\_\_\_\_

(Dollar Amount in Numbers)

\_\_\_\_\_  
(Dollar Amount in Words)

The Bidder agrees hereby to commence work under this Contract, with adequate personnel and equipment, on or before a date to be specified in the written "Notice to Proceed" from the County and to fully complete the project within the time limits identified in the owner-contractor agreement.

The Bidder declares that he understands that the quantities shown for the unit prices items are subject to either increase or decrease, and that should the quantities of any of the items of work be increased, the Bidder proposes to do the additional work at the unit prices stated herein; and should the quantities be decreased, the Bidder also understands that payment will be made on the basis of actual quantities at the unit price bid and will make no claim for anticipated profits for



Note: If the Bidder is a corporation, the Bid shall be signed by an officer of the corporation; if a partnership, it shall be signed by a partner. If signed by others, authority for signature shall be attached.

The full name and addresses of persons or parties interested in the foregoing Bid, as principals, are as follows:

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

END OF SECTION



## SECTION 3 PURCHASING FORMS & INSTRUCTIONS

This section contains the procurement forms that are required to be executed and submitted with the bid package. This section does not contain all forms required to be included with the bid package submittal.

To be deemed responsive to this ITB, Bidders must provide the information requested and complete in detail all Purchasing Forms. The appropriate individual(s) authorized to commit the Bidder to the Project must sign the Purchasing Forms. Bidders should reproduce each Purchasing Form, as required, and complete the appropriate portions of the forms provided in this section.

- Form A: Non-Collusion Affidavit of Prime Bidder/Offeror
- Form B: Certificate of Acceptance of Request for Bid Requirements
- Form C: Georgia Professional License Certification (**NOT APPLICABLE**)
- Form D: Certification Regarding Debarment
- Form E: Disclosure Form and Questionnaire
- Form F: Georgia Security and Immigration Contractor Affidavit and Agreement
- Form G: Georgia Security and Immigration Subcontractor Affidavit

**FORM A: NON-COLLUSION AFFIDAVIT OF BIDDER/OFFEROR**

**STATE OF GEORGIA**

**COUNTY OF FULTON**

I, \_\_\_\_\_ certify that pursuant to Fulton County Code Section 2-320 (11), this bid or proposal is made without prior understanding, agreement or connection with any 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. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid or proposal and certify that I am authorized to sign this bid or proposal for the bidder.

Affiant further states that pursuant to O.C.G.A. Section 36-91-21 (d) and (e), \_\_\_\_\_ has not, by itself or with others, directly or indirectly, prevented or attempted to prevent competition in such bidding or proposals by any means whatsoever. Affiant further states that (s)he has not prevented or endeavored to prevent anyone from making a bid or offer on the project by any means whatever, nor has Affiant caused or induced another to withdraw a bid or offer for the work.

Affiant further states that the said offer of \_\_\_\_\_ is bona fide, and that no one has gone to any supplier and attempted to get such person or company to furnish the materials to the bidder only, or if furnished to any other bidder, that the material shall be at a higher price.

\_\_\_\_\_  
(COMPANY NAME)

\_\_\_\_\_  
(PRESIDENT/VICE PRESIDENT)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(SECRETARY/ASSISTANT SECRETARY)

(Affix corporate seal here, if a corporation)

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

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

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

**NOTE:**

**IF THE OFFEROR IS A PARTNERSHIP, ALL OF THE PARTNERS AND ANY OFFICER, AGENT, OR OTHER PERSON WHO MAY HAVE REPRESENTED OR ACTED FOR THEM IN BIDDING FOR OR PROCURING THE CONTRACT SHALL ALSO MAKE THIS OATH.**

**IF THE OFFEROR IS A CORPORATION, ALL OFFICERS, AGENTS, OR OTHER PERSONS WHO MAY HAVE ACTED FOR OR REPRESENTED THE CORPORATION IN BIDDING FOR OR PROCURING THE CONTRACT SHALL MAKE THE OATH.**

**FORM B: CERTIFICATE OF ACCEPTANCE OF REQUEST FOR BID REQUIREMENTS**

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation 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 offeror to submit the proposal herein and to legally obligate the offeror thereto.

This is also to certify that the offeror has reviewed the form Fulton County contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Fulton County's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

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

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

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

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

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

(Corporate Seal)

**FORM C: GEORGIA PROFESSIONAL LICENSE CERTIFICATION**

**NOTE: Please complete this form for the work your firm will perform on this project.**

Contractor's Name: \_\_\_\_\_

Performing work as: Prime Contractor \_\_\_\_\_ Sub-Contractor \_\_\_\_\_

Professional License Type: \_\_\_\_\_

Professional License Number: \_\_\_\_\_

Expiration Date of License: \_\_\_\_\_

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: \_\_\_\_\_

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

**(ATTACH COPY OF LICENSE)**

**FORM D: CERTIFICATION REGARDING DEBARMENT**

- (1) The Offeror certifies that neither it or its subcontractors is presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the Fulton County Government.
- (2) If the Offeror is unable to certify to any of the statements in this certification, such Offeror or subcontractor shall attach an explanation to this bid or proposal.

**INSTRUCTIONS FOR CERTIFICATION**

By signing and submitting this certification, the Offeror is providing the certification set out below:

- (1) The certification in this clause is a material representation of fact upon which reliance will be placed. If it is later determined that the prospective vendor knowingly rendered a false certification, the Purchasing Agent may pursue all available remedies, including suspension and/or debarment, for withdrawal of award or termination of a contract.
- (2) The prospective Offeror shall provide immediate written notice to the Purchasing Agent if at anytime the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (3) Offeror shall be under a continuing duty to immediately inform the Purchasing Agent in writing of any changes, if as a result of such changes, the Offeror certification regarding debarment is affected.

**DEBARMENT ORDINANCE**

The following Section 2-322 of Fulton County Code of Laws establishes the procedure for the debarment of contractors.

**(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, firm, contractor, subcontractor or business 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 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 (3) 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 (7) 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 subcontract, or in performance of such contract or subcontract;

- (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 a basis for suspension;
  - c. Material representation 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) For violation of the ethical standards set forth in Fulton County Code Chapter 9, 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 subcontractor or a joint venture partner, in performing work under contract with the County.

Failure to fully and truthfully provide the information required, may result in the disqualification of your bid/proposal from consideration or termination of the Contract, once awarded. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this certification and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2013

\_\_\_\_\_  
(Legal Name of Offeror) (Date)

\_\_\_\_\_  
(Signature of Authorized Representative) (Date)

\_\_\_\_\_  
(Title)

**FORM E: DISCLOSURE FORM AND QUESTIONNAIRE**

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.



If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

**NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.**

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2013

\_\_\_\_\_  
(Legal Name of Proponent) (Date)

\_\_\_\_\_  
(Signature of Authorized Representative) (Date)

\_\_\_\_\_  
(Title)

**Sworn to and subscribed before me,**

This \_\_\_\_\_ day of \_\_\_\_\_, 2013

\_\_\_\_\_  
(Notary Public) (Seal)

Commission Expires: \_\_\_\_\_  
(Date)

**FORM F: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT**

**Instructions:**

Contractors must attest to compliance with the requirements of O.C.G.A 13-10-91 and the Georgia Department of Labor Rule 300-10-01-.02 by executing the Contractor Affidavit provided.

STATE OF GEORGIA

COUNTY OF FULTON

**FORM F: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with **[insert name of prime contractor]** on behalf of **Fulton County Government** has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services to this contract with **Fulton County Government**, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A/ 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the **Fulton County Government** at the time the subcontractor(s) is retained to perform such service.

\_\_\_\_\_  
EEV/Basic Pilot Program\* User Identification Number

\_\_\_\_\_  
BY: Authorized Officer of Agent  
(Insert Subcontract Name)

\_\_\_\_\_  
Title of Authorized Officer or Agent of Subcontractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2013

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

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

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

**NOTE:**

\* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

**FORM G: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT****Instructions:**

In the event that your company is awarded the contract for this project, and will be utilizing the services of any subcontractor(s) in connection with the physical performance of services pursuant to this contract, the following affidavit must be completed by such subcontractor(s). Your company must provide a copy of each such affidavit to Fulton County Government, Department of Purchasing & Contract Compliance with the proposal submittal.

All subcontractor affidavit(s) shall become a part of the contract and all subcontractor(s) affidavits shall be maintained by your company and available for inspection by Fulton County Government at any time during the term of the contract. All subcontractor(s) affidavit(s) shall become a part of any contractor/subcontractor agreement(s) entered into by your company.



**NOTE:**

\* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

## SECTION 4 CONTRACT COMPLIANCE REQUIREMENTS

### NON-DISCRIMINATION IN PURCHASING AND CONTRACTING

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 ("Board") that Fulton County 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 the Board that the contracting and procurement practices of Fulton County should not implicate Fulton County as either an active or passive participant in the discriminatory practices engaged in by private contractors or vendors seeking to obtain contracts with Fulton County.

### Implementation of Equal Employment Opportunity (EEO) Policy

The County effectuates Equal Employment Opportunity thru Policy #800-8, Non-Discrimination in Contracting and Procurement. This policy considers racial and gender workforce availability. The availability of each workgroup is derived from the work force demographics set forth in the 2000 Census EEO file prepared by the United States Department of Commerce for the applicable labor pool normally utilized for the contract.

### Monitoring of EEO Policy

Upon award of a contract with Fulton County, the successful bidder/proposer must complete an Equal Employment Opportunity Report (EEO Report), describing the racial and gender make-up of the firm's work force. If the EEO Report indicates that the firm's demographic composition indicates underutilization of employee's of a particular ethnic group for each job category, the firm will be required to submit an aggressive action plan setting forth steps the firm will take to address the identified underutilization.

### DETERMINATION OF GOOD FAITH EFFORTS

During the course of the project, the Prime Contractor shall demonstrate that they have made all efforts reasonably possible to ensure that Minority and Female Business Enterprises (MFBE) have had a full and fair opportunity to compete and win subcontracts on this project. The Prime Contractor is required to include all outreach attempts that would demonstrate a "Good Faith Effort" in the solicitation of sub-consultants/subcontractors.

Written documentation demonstrating the Prime Contractor's outreach efforts to identify, contact, contract with or utilize Minority or Female owned businesses shall include holding pre-bid conferences, publishing advertisements in general circulation media, trade association publications, minority-focused media, and the County's bid board, as well as other efforts.

Include a list of publications where the advertisement was placed as well as a copy of the advertisement. Advertisement shall include at a minimum, scope of work, project location, location(s) of where plans and specifications may be viewed or obtained and trade or scopes of work for which subcontracts are being solicited.

### 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 their bid/proposal. The EBO Plan is designed to enhance the utilization

of a particular racial, gender or ethnic group by a bidder/proposer, contractor, or vendor or by Fulton County. 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 EBO Plan **must** identify and include:

1. Potential opportunities within the scope of work of *this solicitation* that will allow for participation of racial, gender or ethnic groups.
2. Efforts that will be made by the bidder/proposer to encourage and solicit minority and female business utilization in *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 all subcontractors, sub-consultants and suppliers have been promptly paid for work and materials, (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 it has received a progress payment from Fulton County, the prime contractor shall pay all subcontractors, sub-consultants or suppliers funds due from said progress payment within forty-eight (48) hours of receipt of payment from Fulton County. In no event shall a subcontractor, sub-consultant or supplier be paid later than fifteen (15) days as provided for by state law.

#### REQUIRED FORMS AND EBO PLAN

In order to be compliant with the intent and provisions of the Fulton County Non-Discrimination in Purchasing and Contracting Ordinance (99-0960), bidders/proposers **must** submit the following completed documents. Failure to provide this information **shall** result in the proposal being deemed non-responsive.

- Exhibit A – Promise of Non-Discrimination
- Exhibit B – Employment Report
- Exhibit C – Schedule of Intended Subcontractor Utilization
- Exhibit D – Letter of Intent to Perform as a Subcontractor or Provide Materials or Services
- Exhibit E – Declaration Regarding Subcontractors Practices
- Exhibit F – Joint Venture Disclosure Affidavit
- Equal Business Opportunity Plan (EBO Plan). This document is not a form rather a statement created by the bidder/proposer on its company letter head addressing the EBO Plan requirements.
- Exhibit H – First Source Jobs Program Information, Form 2

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

- Exhibit G – Prime Contractor's Subcontractor Utilization Report
- Exhibit H – First Source Jobs Program Agreement, Form 3

All Contract Compliance documents (Exhibits A – H and EBO Plan) are to be placed in a **separate sealed envelope** clearly marked "Contract Compliance". The EBO Plan must be submitted on company letterhead. These documents are considered part of and should be submitted with the Technical Proposal.

**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:

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

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES		
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS																			
FIRST/MID LEVEL OFFICIALS and MANAGERS																			
PROFESSIONALS																			
TECHNICIANS																			
SALES WORKERS																			
ADMINISTRATIVE SUPPORT WORKERS																			
CRAFT WORKERS																			
OPERATIVES																			
LABORERS & HELPERS																			
SERVICE WORKERS																			
<b>TOTAL</b>																			

FIRM'S NAME  
ADDRESS  
TELEPHONE

This completed form is for (Check only one):  
Submitted by:

Bidder/Proposer

Subcontractor

Date Completed:

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

If the bidder/proposer intends to subcontract any portion of this scope of work/service(s), this form **must be** completed and **submitted with the bid/proposal**. All prime bidders/proposers **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/Proposer:** \_\_\_\_\_

**ITB/RFP Number:** \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

1. My firm, as Prime Bidder/Proposer on this scope of work/service(s) is \_\_\_\_\_ is not \_\_\_\_\_ a minority or female owned and controlled business enterprise. (Please indicate below the portion of work, including, percentage of bid/proposal amount that your firm will carry out directly):  
\_\_\_\_\_  
\_\_\_\_\_
2. If the Prime Bidder/Proposer is a Joint Venture, please complete Exhibit F: Joint Venture Disclosure Affidavit and attach a copy of the executed Joint Venture Agreement.
3. 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, please attach copy of recent certification.**

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: \_\_\_\_\_ %

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

**Total Dollar Value of Subcontractor Agreements: (\$)**

**Total Percentage Value: (%)**

**CERTIFICATION:** The undersigned certifies that he/she has read, understands and agrees to be bound by the Bid/Proposer 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/Proposer 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/Proposer 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 County, 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 County 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 County may have for other defaults under the contract.

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

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

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

\_\_\_\_\_

**Telephone:** (     ) \_\_\_\_\_

**Fax Number:** (     ) \_\_\_\_\_

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

**EXHIBIT D**

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

This form **must** be completed by **ALL** known subcontractor and submitted with the bid/proposal. The Prime Contractor **must** submit Letters of Intent for **ALL** known subcontractors 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 \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**EXHIBIT E - DECLARATION REGARDING SUBCONTRACTING PRACTICES**

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

\_\_\_\_\_ 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/proposer states the following:

1. That the bidder/proposer 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/proposer 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 decision made by the bidder/proposer 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: \_\_\_\_\_

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

**EXHIBIT F - JOINT VENTURE DISCLOSURE AFFIDAVIT**

**ITB/RFP No.:** \_\_\_\_\_

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

This form must be completed and submitted with the bid/proposal if a joint venture approach is to be undertaken.

In order to evaluate the extent of small, minority and female business involvement being proposed by a Bidder/Proposer, certain relevant information must be provided prior to contract award. The information requested below is to clearly identify and explain the extent of small business participation 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: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Nature of Business: \_\_\_\_\_

2) Name of Business: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Nature of Business: \_\_\_\_\_

3) Name of Business: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Nature of Business: \_\_\_\_\_

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

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

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

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

**Note:** Attach additional sheets as required

1. Describe the capital contributions by each joint venturer and accounting thereof.
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 estimated 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 Minority/Female Business Enterprises 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: \_\_\_\_\_  
\_\_\_\_\_
13. Number of personnel to be involved in project, their crafts and positions and whether they are employees of the Minority/Female Business Enterprises 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>	<u>Race</u>	<u>Sex</u>	<u>Financial Decisions</u>	<u>Supervision Field Operation</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 Contract Compliance, 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 ABOVE 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)

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

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

On this . day of \_\_\_\_\_, 2013, before me, appeared \_\_\_\_\_, the undersigned officer, personally appeared \_\_\_\_\_ known to me to be the person described in the foregoing Affidavit and acknowledges that he (she) executed the same in the capacity therein stated and for the purpose therein contained.



Should you have questions regarding any of the documents contained in Section 4, please feel free to contact the Office of Contract Compliance at (404) 763-6300, for further assistance.

**EXHIBIT H****FULTON COUNTY FIRST SOURCE JOBS PROGRAM****STATEMENT OF POLICY:**

It is the policy of Fulton County Government to provide employment opportunities to the citizens of Fulton County. This policy will apply to all contracts procured through the Department of Purchasing & Contract Compliance valued in excess of \$200,000. The Prime Contractor is expected to utilize the First Source Jobs Program to fill 50% of the entry level jobs which arise as a result of any project funded in whole or in part with County funds with residents of Fulton County.

**PURPOSE:**

The purpose of this policy is to create a pool of employable persons who are residents of Fulton County to be called upon as a source to fill jobs created as a result of any eligible project funded in whole or in part with County funds in order to provide stable economic opportunities for families throughout the County. The First Source Jobs Program will be implemented by the Department of Purchasing & Contract Compliance and the Office of Workforce Development.

**MONITORING POLICY:**

Upon execution of a contract with Fulton County Government, the First Source Jobs Agreement (FSJ Form 2) will become a part of the contract between the bidder/proposer and Fulton County Government. The First Source Jobs Program will be monitored during routine site visits by the Office of Contract Compliance along with the Office of Workforce Development.

**FORM 1**

**FULTON COUNTY**

**First Source Jobs Program Information**

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

Project Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

The following entry-level positions will become available as a result of the above referenced contract with Fulton County.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Include a job description and all required qualifications for each position listed above.

Identify a company representative and contact phone number who will be responsible for coordinating with the First Source Jobs Program:

Company Representative: \_\_\_\_\_

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

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

**FORM 2**

**FULTON COUNTY  
First Source Jobs Program Agreement**

Awarded Contractor's Name: \_\_\_\_\_

Formal Contract Name: \_\_\_\_\_

RFP/ITB Number: \_\_\_\_\_

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

Contact Phone: \_\_\_\_\_

The contractor listed above agrees to the following:

1. The contractor shall make a good faith effort to fill 50% of the entry level position(s) created by this project using the Fulton County First Source Jobs Program.
2. The contractor shall provide the applicable details of every entry level job in writing within the required form.
3. The contractor shall be expected to present documentation that confirms employment terms to both the employee and Fulton County.

The Office of Contract Compliance will assist with monitoring the participation of First Source Jobs Program employees during routine site visits and report findings to the Office of Workforce Development for confirmation and follow-up. The Office of Workforce Development shall notify the Director of Human Services and the Purchasing Agent of any determination of non-compliance with the requirements of this policy and recommend a resolution or action to be taken.

Upon a determination by the Purchasing Agent and the Director of Human Services that a contractor has failed to comply with any portion of this policy, the County may impose the following:

1. Ten percent (10%) of all future payments under the involved eligible project shall be entitled to be withheld from a contractor that has violated this policy until the contractor complies with the provisions of this policy.

The undersigned agrees to the terms and conditions set forth in this agreement.

Contractor's Official Title: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_

**FORM 3**



## SECTION 5 INSURANCE AND RISK MANAGEMENT PROVISIONS

### Insurance and Risk Management Provisions Firefighter Uniforms and Accessories Supplier

It is Fulton County Government's practice to obtain Certificates of Insurance from our Contractors and Vendors. Insurance must be written by a licensed agent in a company licensed to write insurance in the State of Georgia. Respondents shall submit with the bid/proposal evidence of insurability satisfactory to Fulton County Government as to form and content. Either of the following forms of evidence is acceptable:

- A letter from an insurance carrier stating that upon your firm/company being the successful Bidder/Respondent that a Certificate of Insurance shall be issued in compliance with the Insurance and Risk Management Provisions outlined below.
- A Certificate of Insurance complying with the Insurance and Risk Management Provisions outlined below (Request for Bid/Proposal number and Project Description must appear on the Certificate of Insurance).
- A combination of a specific policy written with an umbrella policy covering liabilities in excess of the required limits is acceptable to achieve the applicable insurance coverage levels.

Upon award, the Contractor/Vendor must maintain at their expense, insurance with policy limits equal to or greater than the limits described below. Any and all Insurance Coverage(s) and Bonds required under the terms and conditions of the contract shall be maintained during the entire length of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of Fulton County Government.

**Accordingly the Respondent shall provide a certificate evidencing the following:**

1. **WORKERS COMPENSATION/EMPLOYER'S LIABILITY INSURANCE – STATUTORY**  
(In compliance with the Georgia Workers Compensation Acts and any other State or Federal Acts or Provisions in which jurisdiction may be granted)
 

Employer's Liability Insurance	BY ACCIDENT - EACH ACCIDENT	\$100,000
Employer's Liability Insurance	BY DISEASE - POLICY LIMIT	\$500,000
Employer's Liability Insurance	BY DISEASE - EACH EMPLOYEE	\$100,000
  
2. **COMMERCIAL GENERAL LIABILITY INSURANCE (Including contractual Liability Insurance)**

Bodily Injury and Property Damage Liability	Each Occurrence	-	\$1,000,000
(Other than Products/Completed Operations) General Aggregate		-	\$2,000,000
Products\Completed Operations	Aggregate Limit	-	\$2,000,000
Personal and Advertising Injury	Limits	-	\$1,000,000
Damage to Rented Premises	Limits	-	\$100,000
  
3. **BUSINESS AUTOMOBILE LIABILITY INSURANCE**

Combined Single Limits (Symbol 1)	Any One Accident	-	\$1,000,000
(Property Damage and Bodily Injury)			
Non-owned and Hired Liability (Symbol 1)	Each Occurrence	-	\$1,000,000

**Certificates:**

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least thirty (30) days prior written notice to Fulton County Government.

If Fulton County Government shall so request, the Respondent, Contractor or Vendor will furnish the County for its inspection and approval such policies of insurance with all endorsements, or confirmed specimens thereof certified by the insurance company to be true and correct copies.

Such certificates and notices shall be sent to:

Fulton County Government - Purchasing Department  
130 Peachtree Street, S.W., Suite 1168  
Atlanta, Georgia 30303-3459

**Important:**

It is understood that **Insurance in no way limits the Liability of the Contractor/Vendor.**

**USE OF PREMISES**

Contractor/Vendor shall confine its apparatus; the storage of materials and the operations of its workers to limits/requirements indicated by law, ordinance, permits and any restrictions of Fulton County Government and shall not unreasonably encumber the premises with its materials.

**PROTECTION OF PROPERTY**

Contractor/Vendor will adequately protect its own work from damage, will protect Fulton County Government's property from damage or loss and will take all necessary precautions during the progress of the work to protect all persons and the property of others from damage or loss.

Contractor/Vendor shall take all necessary precautions for the safety of employees of the work and shall comply with all applicable provisions of the Federal, State and local safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where work is being performed.

Contractor/Vendor shall erect and properly maintain at all times as required by the conditions and progress of the work, all necessary safeguards for the protection of its employees, Fulton County Government employees and the public and shall post all applicable signage and other warning devices to protect against potential hazards for the work being performed.

**INDEMNIFICATION AND HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by Law, 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 costs of judgments, settlements, court costs, attorney's fees or expenses, regardless of the 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 its acceptance, or the performance, or nonperformance, of its obligations under this agreements.

THE RESPONDENT ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREES TO COMPLY WITH THE ABOVE STATEMENTS, AND IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING COMPANY.

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

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_



## SECTION 6 SCOPE OF WORK AND TECHNICAL SPECIFICATIONS

**Industrial Pants of Nomex® IIIA**  
Style #400NX75NB – Men's Industrial Pant  
Style #402NX75NB – Men's Industrial Full Cut Pant  
Style #401NX75NB – Women's Industrial Pant

### General

The pants are compliant with the National Fire Protection Association (NFPA) Standard 1975, 1999 Edition. The pants meet or exceed ASTM F-1506 Specifications for "Textile Materials for Wearing Apparel for Use by Electrical Workers Exposed to Momentary Electric Arc", and meet or exceed OSHA Standard 1910.269: "Electric Power Generation, Transmission, and Distribution; Electrical Protective Equipment (Maintenance Standard)", Federal Register, Vol. 59, No. 20. The pants shall be constructed to meet or exceed the specifications of Cal/OSHA General Industry Safety Orders (GISO), Title 8, Article 10.1, Section 3406.

### Design

The trousers shall have a uniform cut with four deep, inverted pockets. The front pockets are slash dress style and back pockets are welt design. The leg shall be tapered to show no flare. The pants shall have a finished waistband with belt loops. The pants legs are permanently creased. Completed garments shall be finished with the autoclave process to ensure the best appearance retention over the life of the garment. All stitching shall be a minimum of 10 and a maximum of 12 stitches per inch.

The men's full cut pants are made to allow additional room in the leg and thigh area. All other construction features remain the same.

### Components and Materials

- a) Shell Fabric  
The shell fabric shall be air jet spun piled yarn, plain weave, 7½ oz. per square yard, 100% NOMEX IIIA/Aramid fabric. The Aramid fabric shall maintain flame resistance. The trousers will be made of NOMEX IIIA Aramid fabric that is post cured by an *Autoclave* process after each trouser is constructed. To assure comfort, the trouser fabric will have a *Wickwell* finish.
- b) Color  
Shall be Fire Service Navy Blue
- c) Components  
As defined in NFPA Standard 1975, 1999 edition, Chapters 1 – 3, Components – thread, trim, facing, binding, zippers and labels shall meet or exceed the requirements of Appendix A, A-1-3.
- d) Interlining  
Where required, interlining shall be made of Spun Lace NOMEX pellow.
- e) Pocketing  
Shall be 100% NOMEX III, a minimum weight of 4½ oz. per square yard. The color shall be dark blue or black only.

- f) Zipper  
No. 6 minimum brass zipper and chain, with semi-automatic slide. Zipper tape to be made of NOMEX fiber with ends sealed.
- g) Hook & Eye  
Industrial type, solid brass, nickel plated.
- h) Thread  
The thread for all seams and stitching shall be compliant with NFPA Standard 1975, 1999 edition, Chapter 4-1.2 or equal, color to match the shell fabric.
- i) Buttons  
Shall be thermo setting polyester or melamine, size 22 or 24 ligne, color to match shell fabric.

### **Construction**

All stitching shall be of proper tension and size, and all parts shall be properly cut to avoid puckering after laundering, and to give the best appearance with the current state-of-the-art techniques. Stitches, seams and stitching types shall conform to FED – std.751a.

- a) **Assembly Seams**  
All seams to join trouser parts shall have feldlock seams (LSc-3) using a three needle #401 type chain stitch. All inside seams shall be overlooked then double needle stitched for added strength and comfort. The front pockets are to be sewn into the side seam, extending down a minimum of 8½” from the waistband.
- b) **Waistband**  
The waistband shall be cut from a single piece of material. To be set on folded (BSc-3). Band to finish 1 7/8” wide with two rows of #301 type lockstitch. Total spacing of needles is 1 5/8” An interlining material as described herein is to be sewn into the band in the same operation. The waistband is to act as a top zipper stop. Ends of band are over edged. Fasteners are set into band prior to turning band ends back for a clean finish. The end of the belt loops may not be set into the band. The band is secured by a hook and eye. There shall be no outlet on the waistband.
- c) **Darts for Female Trouser**  
Darts may be used in the front of the trouser not to exceed 5” in length, and in the rear of the trouser not to exceed 7” in length, using a #301 lockstitch to allow for female waist sizes.
- d) **Belt Loops**  
The trouser shall have 7 belt loops. The belt loop is sewn with stitch #406 type chain stitch, with seam construction Efy-2 or Efy-2. The finish width of the loop is to be ¾” and long enough to accommodate a 1¾” belt. The belt loop shall be not longer than 2¼” finished. The top of the loop to be bar tacked before turning down and the bottom of the loop to be bar tacked through both piles. Bar tack must extend to both edges of the loop and prevent the loop from rolling back.
- e) **Front Pockets**  
The front edge of pockets shall be sewn with a #301 type lockstitch, using an SSbc-2 seam of the same of the same fabric that extends into the pocket a minimum of 1” before attaching the pocketing material, using a #301 type lockstitch with an LSbm-3 seam. The pockets shall be sewn together, inside out and then turn using #301 type lockstitch forming seam type Ssa-2. Pocket shall extend 9” down from the waistband, and the width to be between 6” and 7” wide.

**f) Back Pockets**

Two pockets to be provided with welt construction with a 22 or 24 ligne button and corresponding loop closure on left rear pocket. The button to be sewn with a #301 type lockstitch. The buttonhole in the loop closure shall be bar tacked using a #301 type lockstitch. The finished size of the loop closure shall be 1 1/8" wide and 1 3/4" long, with a triangle taper on the end exposed. The pocket is sewn and folded on both sides. The top of the pocket is set into waistband. The back of the pocket is 7" deep by 7" wide. The back pocket opening is 5 1/2" wide. Pockets are set 3" below the bottom of the waistband. Radius pocket corners with #301 type lockstitch wide enough to cover all rough edges. A pocket facing shall extend 3" into the pocket using the same shell fabric to prevent visibility of the pocket material. Turn in pocket edges using a #301 type lockstitch, forming a single seam type SSc-1.

**g) Zipper and Crotch**

Right side of zipper tape is set in with separate fly, using two rows of #301 type's lockstitch. Left side of zipper is set with two rows of #301 type lockstitch. The right side facing continues down into and over the crotch-joining seam, providing a cover over the seams and crotch reinforcement.

**h) Leg Lengths**

Manufacturer to produce open bottom lengths that will be finished to a proper inseam length with Efb-1 seam type, using a #301 type lockstitch when issued or sold by the manufacturer. Leg lengths to fit.

**i) Leg Creases**

A durable crease is to be set into the front and rear leg of the trouser by heat press and then use of the *LINTRAK* Process.

**j) Finish**

The trouser shall be finished in the following manner;  
1. Neatly pressed, then  
2. *Autoclave* Process

**k) Manufacturer's Permanent Label**

Product labeling will be compliant with NFPA Standard 1975, 1999 edition, Chapter 3-1, Product Label Requirements.

**l) Permanent Press**

Trousers are made of post-guard fabric, which after construction will be autoclaved to retain its permanent finish. Permanent press with Nomex Autoclave Method is a must.

**Manufacturer's Guarantee**

Manufacturer must guarantee, in writing, quality of workmanship for one (1) year. All components, such as fasteners, buttons, zippers, and thread must also be guaranteed against failure under normal use conditions for one year. All defective trousers shall be repaired or replaced by the successful bidder. In addition, all costs, including repair, pickup, and delivery of such trousers will be incurred by the vendor awarded the contract Unless authorized in writing by Richmond Fire-Rescue, all trousers shall be manufactured in compliance with all applicable requirements of this specification. Any trousers sold to Richmond Fire-Rescue that do not meet the requirements of this specification are grounds for cancellation of the contract.

**Certification Statement**

Manufacturer must provide a laboratory report, on request, stating that all textile materials meet the requirements of NFPA Standard 1975, 1999 edition, in compliance with Chapter 2-1.1 of stated standard.

- **Fire Chief Shirt of Nomex® IIIA**
  - Style #700NX45NB – Men’s S/S Shirt
  - Style #705NX45NB – Men’s L/S Shirt
  - Style #701NX45NB – Women’s S/S Shirt
  - Style #706NX45NB – Women’s L/S Shirt

### General

The shirt shall be constructed to meet or exceed the specifications of the National Fire Protection Association (NFPA) Standard 1975, “**Station/Work Uniforms for Fire and Emergency Services**” 1999 edition.

### Design

The design of the shirt shall be a dress style shirt with a front placket using decorative buttons and snap fasteners for the closures. The shirt shall have two breast pockets with pocket flaps sewn on the upper pocket edge and two military creases on the front of the shirt and three military creases on the back of the shirt. Each military crease shall be sewn into the shirt using a #310 lockstitch. The shirt will have set-in short sleeves. The shirt tail length shall be proportionate to the to the shirt size and long enough to allow the member to raise his or her hands above his or her head and have the shirt tails remain in the trousers.

### Material

a) **Shell Fabric**

The shell fabric shall be air jet spun piled yarn, plain weave, 4 ½” oz. per square yard, 100% NOMEX IIIA/Aramid fabric with the warp having 49 ends per inch and the breaking strength of at least 158 pounds. The fill of the fabric shall have a breaking strength of 126 pounds. The Aramid fabric shall maintain flame resistance. The shirts will be made of NOMEX IIIA Aramid fabric that is post cured by an “*Autoclave*” process after each shirt is constructed. To assure comfort, the shirt fabric will have a *Wickwell* finish.

b) **Color**

Shall be Fire Service Navy Blue

c) **Components**

As defined in NFPA Standard 1975, 1999 edition, Chapter 1-3, Components – thread, trim, facing, binding and labels shall meet or exceed the requirements of Appendix A, A-1-3.

d) **Interlining**

Interlining, if required, shall be made of Spun Lace NOMEX pellow.

e) **Thread**

The thread for all seams and stitching shall be compliant with NFPA Standard 1975, 1999 edition, Chapter 4-1.2 or equal, color to match the shell fabric.

f) **Snap Fastener**

The snap fasteners used on the front closure of the shirt shall be heavy-duty industrial type, solid brass with nickel plating. The snap fasteners of the shirt shall be style #2 in conformance with MIL-f-10884. The female component shall be the 24 ligne size. All snap fasteners on the front closure are to be concealed so that fasteners are not exposed on the inside of the shirt to prevent any metal from touching the member’s body. All snap fasteners shall be set on two-ply fabric for added strength.

- g) **Buttons**  
Thermo setting melamine, size 22 ligne, color to match shell fabric.
- h) **Epaulettes**  
Fully functional epaulettes on both shoulders with buttons, and other suitable closures with decorative buttons.

### **Construction**

All stitching must be proper tension and size and all parts must be properly cut to avoid puckering after laundering and to give the best appearance with the current state-of-the-art techniques. Stitches, seams, and stitching types shall conform FED-std 751a.

- a) **Stitches, Seams and Stitching**  
The thread tension shall be maintained so that there are no raw edges, run offs, twists, pleats, or open seams. When a stitch is used that has a looper thread (under thread), the looper thread shall be on the inside of the garment. All seams shall start and finish evenly.
- b) **Stitches per Inch**  
The minimum and maximum of 10 – 12 stitches per inch shall be used in sewing the shirts.
- c) **End of Seams**  
The end of all seams produced with a #301 type stitch, when not caught in other sewn seams or stitching shall be overlapped not less than three stitches.
- d) **Pockets**  
The two pockets shall measure 5½" wide by 6¾" deep at the pointed bottom. The pocket over the left breast shall feature a pencil slot sewn into the shirt pocket on the shirt closure side. Both pockets shall be located at a symmetrical point described laterally 2" from shirt centre. The pockets shall have flaps 5½" x 3", pointed symmetrical configuration with the pockets, double needle, ¼" gauge stitched, In addition to the above description, flaps are reinforced with bar tacks and interlined with Spun Lace NOMEX pellow. The pockets and flaps shall have a double stitch using a #301 type stitch sewn ¼" apart. The pocket shall be attached to the shirt using an LSba-2 seam using a #301 type lockstitch with ¼" spacing between stitches. Flap closure is hidden Velcro with a decorative button.
- e) **Sleeves**  
The short sleeve to be set-in type using an Ssa-2 seam with a #516 type stitch. The sleeve hem shall be 1" wide and sewn with a double row of #301 types stitch ¼" apart. The sleeves shall finish approximately 10" from the shoulder sleeve for a male 40" chest and shall be proportionate for all shirt sizes.

**f) Shirt Closure**

The following description is based on the shirt being on a member and that person is identifying the following points:

**LEFT SELVAGE:** The left selvage shall be turned back 3" and the material edge sewn with a with a #504 type stitch. The placket attached to the left side of the closure shall be 1 3/8" in width and shall extend from the collar to the tail of the shirt. The placket shall be attached using an Ssas-2 seam, using a #401 type stitch. Both inside stitches shall be spaced 1/8" in from the outside stitch. The placket shall have an additional #301 stitch that is sewn through the same line of stitching on the left side of the placket. Attached to the left placket shall be five buttons evenly spaced.

**RIGHT SELVAGE:** The right selvage shall be turned back a minimum of 1" and sewn with a #301 type stitch.

**g) Collar**

The collar shall be convertible French style with three pieces of fabric using an SSc-1 seam sewn with a #301 type stitch and reinforced with two layers of Spun Lace NOMEX pellow. The collar shall have a button on the right side of the collar using the same buttons as used on the front of the shirt and a button hole on the left side to allow the collar to be comfortable when a tie is worn. Also required is a single sewn hole in each collar flap for single post collar pins.

**h) Darts for Female Shirt**

Shirt construction for female shirts will include functional darts to ensure correct fit.

**i) Yoke**

The yoke shall be in full width of the back extending to each set-in sleeve. The yoke shall be attached using an LSba-2 seam, using a #301 type lockstitch.

**j) Attachments**

Shirts shall have Fulton County Fire Rescue Department patch (sample only provided by the Fulton County Fire Rescue Department) sewn onto the left sleeve 3/4" below the top center of the shoulder seam. The blue and white Georgia State EMT patch (when appropriate) shall be sewn onto the right sleeve 3/4" below the top center of the shoulder seam. A name strip made of the same material as the garment with the wearer's last name embroidered in red block style letters (Chief Officer's shall be gold letters) centered on the strip shall be sewn onto the right breast 1/4" above the right pocket. Strip shall be 3/4" x 5 1/2". Collar insignia for Lieutenant's and above shall be sewn each collar with bugles embroidered in red (Chief Officer's shall be gold). Sewn on badge shall be placed on left breast (sample only will be provided by Fulton County Fire Rescue Department.).

**j) Product Label Requirements**

Product labeling shall be compliant with NFPA Standard 1975, 1999 edition, Chapter 3-1, *Product Label Requirements*.

**k) Permanent Press**

Shirts shall be made of post-guard fabric, which after construction will be autoclaved to retain its permanent finish. Permanent press using the Nomex Autoclave Method is mandatory.

**Manufacturer's Guarantee**

Manufacturer must guarantee, in writing, quality of workmanship for one (1) year. All components, such as snap fasteners, buttons and thread must also be guaranteed against failure under normal use conditions for one year. All defective shirts shall be repaired or replaced by the successful bidder. In addition, all costs, including repair, pickup, and delivery of such shirts will be incurred by the vendor awarded the contract. Unless authorized in writing by Fulton County Fire-Rescue, all shirts shall be manufactured in compliance with all applicable requirements of this specification. Any shirts sold to Fulton County Fire-Rescue that do not meet the requirements of this specification are grounds for cancellation of the contract.

**Certification Statement**

Manufacturer must provide a laboratory report, on request, stating that all textile materials meet the requirements of NFPA Standard 1975, 1999 edition, in compliance with Chapter 2-1.1 of stated standard.

**Officer White Dress Shirt (Paragon Plus w/Nano)**

Style #P867 – Men's S/S Shirt  
 Style #P877 – Men's L/S Shirt  
 Style #P811 – Women's S/S Shirt  
 Style #P801 – Women's L/S Shirt

**Styles P867 & P811**

It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the shirt now on display as a sample. Shirts will be cut on a form-fitting line, and the shape of the pockets and general style will conform to this sample. Shirts shall have permanent sewn-in military creases.

**Tailoring**

It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance. All sewing shall be with Dacron core thread to match shirt fabric. The collar is to be single stitched 1/4" from edge. The back yoke, pockets and flaps shall be single stitched on the edge.

**Fabric**

Fabric shall be 51185 Plain Weave Poplin, 65% Dacron Polyester/35% Cotton, 4.25 – 4.75 oz. /square yard, with vat dyed color and a comfort-touch finish. Fabric must be treated at the fiber level with Nano fluid repellency technology for permanent superior fluid resistance, fabric appearance and durability, while maintaining original fabric breathability.

**Creasing**

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

**Collar (P867)**

Convertible collar shall be one piece and to measure 3-1/4" long at points and 1-5/8" wide at back. Collar shall be lined with 100% Dacron. The collar stays shall be of good quality Stalar vinyl, 2-1/2" in length and 3/8" wide and be attached to the bottom collar.

**Collar (P811)**

Convertible collar shall be one piece and to measure 3-1/8" long at the points and 1-5/8" wide at back. Collar shall be lined with 100% Dacron. The collar stays shall be of good quality Stalar vinyl, 2-3/4" in length and 3/8" wide and be attached to the bottom collar.

**Sleeves (P867)**

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

<u>Size</u>	<u>Finished Length</u>
Small	9 <sup>3</sup> / <sub>4</sub> "
Medium	10 <sup>1</sup> / <sub>4</sub> "
Large thru 2XLarge	10 <sup>3</sup> / <sub>4</sub> "
3XLarge thru 6XLarge	11 <sup>1</sup> / <sub>4</sub> "

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

### **Sleeves (P811)**

Sleeves are to be straight and whole with 1" hem. The finish shall be 9" long from shoulder seam. The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

### **Front (P867)**

The front shall have a facing 3" in width extending from neckline to the bottom of shirt provided by a turn under of material. The left front shall also have a lined box pleat 1-1/2" wide finished, running full length of the shirt and shall be topstitched 1/4" from both edges. The left front shall contain seven vertical buttonholes placed 3/4" from edge and 3-1/2" apart. Buttons shall be securely attached to the button stand on the right front, and shall correspond to the buttonholes on the center facing.

### **Front (P811)**

The front shall have a center facing 3" in width extending from neckline to bottom of shirt provided by a turn under of material. The right front shall also have a lined box pleat 1-1/2" wide finished, running full length of the shirt and shall be topstitched 1/4" from both edges. The right front shall contain seven vertical buttonholes placed 3/4" from edge, first 2-1/2" down from neck, balance 3-1/2" apart. Buttons shall be securely attached to the button stand on the left front, and shall correspond to the buttonholes on the center facing.

### **Back**

To have double yoke of basic shirt material, top stitched along edge for added image and performance.

### **Pockets (P867)**

To have two breast pockets with mitred corners to finish 5-5/8" wide and 6" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to be pleated and to have 1-1/4" box stitching top and bottom to prevent spreading.

### **Pockets (P811)**

To have two breast pockets with mitred corners to finish 5" wide and 5-1/2" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to be plated and to have 1-1/4" box stitching top and bottom to prevent spreading.

### **Flaps (P867)**

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

**Flaps (P811)**

To have two scalloped flaps to finish 5-1/4" in length, 2-3/8" in width at center, and 2-1/8" in width at sides. Flaps shall be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap shall have a pencil opening about 1-1/2" in width. Flaps shall be interlined. There will be a matching button and a buttonhole sewn on the flap.

**Flap Closure**

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

**Badge Tab**

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

**Shoulder Straps**

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

**Interlining**

Flaps shall be EZ Crease. Top center shall be lined with EC253.

**Labels**

Size shall be marked with a woven size loop attached to brand and content label in yoke. Care label to be placed in bottom hem.

**Permanent Creases**

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

**Buttons**

All buttons shall be 20L and made from melamine material for durability and must match fabric.

**Attachments**

Shirts shall have Fulton County Fire Rescue Department patch (sample only provided by the Fulton County Fire Rescue Department) sewn onto the left sleeve 3/4" below the top center of the shoulder seam. The blue and white Georgia State EMT patch (when appropriate) shall be sewn onto the right sleeve 3/4" below the top center of the shoulder seam.

**UPC Identification**

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

**Pressing and Packing**

Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts shall be shipped in strong boxes so as not to be damaged in shipment. Shirts to be packed four to a box with the sizes marked on the outside of the box at the one end.

**Code of Conduct**

All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

**Finished Dimensions (P867)**

<u>Size:</u>	<u>Small</u>	<u>Medium</u>	<u>Large</u>	<u>XLarge</u>	<u>2XLarge</u>
Chest:	42 $\frac{1}{4}$	46 $\frac{1}{4}$	50 $\frac{1}{4}$	54 $\frac{1}{4}$	58 $\frac{3}{4}$
Waist:	38 $\frac{3}{4}$	42 $\frac{3}{4}$	46 $\frac{3}{4}$	51 $\frac{1}{2}$	57 $\frac{3}{4}$
Bk. Length:	32 $\frac{7}{8}$	33 $\frac{3}{8}$	33 $\frac{5}{8}$	35 $\frac{1}{8}$	36 $\frac{1}{8}$

**Finished Dimensions (P811)**

<u>Size:</u>	<u>30</u>	<u>32</u>	<u>34</u>	<u>36</u>	<u>38</u>	<u>40</u>	<u>42</u>	<u>44</u>	<u>46</u>	<u>48</u>
Bust:	39	40	41 $\frac{1}{2}$	43	44 $\frac{1}{2}$	46	48	50	52	54
Waist:	32	33	34 $\frac{1}{2}$	36	37 $\frac{1}{2}$	39	41	43	45	47

**Styles P877 & P801**

It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the shirt now on display as a sample. Shirts will be cut on a form-fitting line, and the shape of the pockets and general style will conform to this sample. Shirts shall have permanent sewn-in military creases.

**Tailoring**

It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance. All sewing shall be with Dacron core thread to match shirt fabric. The collar and cuffs are to be single stitched 1/4" from edge. The back yoke, pockets and flaps shall be single stitched on the edge.

**Fabric**

Fabric shall be 51185 Plain Weave Poplin, 65% Dacron Polyester/35% Cotton, 4.25 – 4.75 oz. /square yard, with vat dyed color and a comfort-touch finish. Fabric must be treated at the fiber level with Nano fluid repellency technology for permanent superior fluid resistance, fabric appearance and durability, while maintaining original fabric breathability.

**Creasing**

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

**Collar**

The shape and style of both leaf and stand shall conform to the TT89 Collar. The points, medium spread, are to be approximately 3" in length. The back of the stand is to measure 1-1/2". The stand shall fasten with one button. There shall be one horizontal button hole. The leaf shall be made of three pieces; two pieces of self cloth and one whole lining, which is to be fused to the top collar. Permanent collar stays to be secured to bottom ply. The collar stays shall be of good quality Stalar vinyl, 2-3/4" in length and 3/8" wide and attached to the bottom collar.

**Sleeves (P877)**

Sleeves are to be straight and whole. The cuffs are to be 2-5/8" in width and to fasten with two buttons. There shall be a single stitch 7/16" from top of cuff. The sleeve opening shall measure 4-7/8" from top of cuff. The top facing for this opening is to be 1-1/4" wide and the bottom facing to finish about 1/2" wide. Button is to be placed on sleeve opening with corresponding buttonhole. The sleeves must be secured to the body of the shirt by means of a Merrow Stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

**Sleeves (P801)**

Sleeves are to be straight and whole. The cuffs are to be 2-5/8" in width and to have two buttons on one end, and one buttonhole on the other to allow for adjusting the cuff size. The sleeve opening shall measure 3-7/8" from top of cuff. The top facing for this opening is to be 1-1/4" wide and the bottom facing to finish about 1/2" wide. Button is to be placed on sleeve opening with corresponding buttonhole. The sleeves must be secured to the body of the shirt by means of a Merrow Stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

**Front (P877)**

The front shall have a center facing 1-1/2" wide extending from the collar stand to bottom of shirt and made of the same material as shirt fabric with two rows of stitching 7/8" apart. The left front shall contain six vertical buttonholes placed 3/4" from edge and 3-1/2" apart. The button stand, 7/8" wide, shall be self-lined and placed on right side extending from collar stand to bottom of shirt. Buttons shall be securely attached to the button stand and shall correspond to the buttonholes on the center facing.

**Front (P801)**

The front shall have a facing 1-1/2" wide extending from the collar stand to the bottom of the shirt and be made of the same material as shirt fabric with two rows of stitching 7/8" apart. The right front shall contain six vertical buttonholes placed 3/4" from edge and 3-1/2" apart. The button stand, 1" wide, shall be self-lined and placed on left side extending from collar stand to bottom of shirt. Buttons shall be securely attached to the button stand and shall correspond to the buttonholes on the center facing.

**Back**

To have double yoke of basic shirt material, top stitched along edge for added image and performance.

**Pockets (P877)**

To have two breast pockets with mitred corners to finish 5-5/8" wide and 6" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to be pleated and to have 1-1/4" box stitching top and bottom to prevent spreading.

**Pockets (P801)**

To have two breast pockets with mitred corners to finish 5" wide and 5-1/2" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to be pleated and to have 1-1/4" box stitching top and bottom to prevent spreading.

**Flaps (P877)**

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

**Flaps (P801)**

To have two scalloped flaps to finish 5-1/4" in length, 2-3/8" in width at center, and 2-1/8" in width at sides. Flaps shall be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap shall have a pencil opening about 1-1/2" in width. Flaps shall be interlined. There will be a matching button and a buttonhole sewn on the flap.

**Flap Closure**

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

**Badge Tab**

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

**Shoulder Straps**

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

**Permanent Creases**

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

**Interlining**

Flaps shall be EZ Crease. Top center shall be lined with EC253. Bands and cuffs shall be 37 Dura press.

**Labels**

Size shall be marked with a woven size loop attached to brand and content label in yoke. Care label to be placed in bottom hem.

**Buttons**

All buttons shall be 20L and made from melamine material for durability and must match fabric.

**Attachments**

Shirts shall have Fulton County Fire Rescue Department patch (sample only provided by the Fulton County Fire Rescue Department) sewn onto the left sleeve 3/4" below the top center of the shoulder seam. The blue and white Georgia State EMT patch (when appropriate) shall be sewn onto the right sleeve 3/4" below the top center of the shoulder seam.

**UPC Identification**

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

**Pressing and Packing**

Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts shall be shipped in strong boxes so as not to be damaged in shipment. Shirts to be packed four to a box with the sizes marked on the outside of the box at the one end.

**Code of Conduct**

All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

**Finished Dimensions (P877)**

<u>Size:</u>	<u>14</u>	<u>14.5</u>	<u>15</u>	<u>15.5</u>	<u>16</u>	<u>16.5</u>	<u>17</u>	<u>17.5</u>	<u>18</u>	<u>18.5</u>
Chest:	40 $\frac{1}{4}$	42 $\frac{1}{4}$	44 $\frac{1}{4}$	46 $\frac{1}{4}$	48 $\frac{1}{4}$	50 $\frac{1}{4}$	52 $\frac{1}{4}$	54 $\frac{1}{4}$	56 $\frac{3}{4}$	58 $\frac{3}{4}$
Waist:	36 $\frac{1}{4}$	38 $\frac{1}{4}$	40 $\frac{1}{4}$	42 $\frac{1}{4}$	44 $\frac{1}{4}$	46 $\frac{1}{4}$	48 $\frac{1}{4}$	51 $\frac{1}{2}$	55 $\frac{3}{8}$	57 $\frac{3}{8}$
Bk. Length:	32 $\frac{3}{4}$	32 $\frac{7}{8}$	33	33 $\frac{1}{8}$	33 $\frac{3}{8}$	33 $\frac{5}{8}$	34 $\frac{1}{8}$	35 $\frac{1}{8}$	35 $\frac{1}{4}$	36 $\frac{1}{8}$

**Finished Dimensions (P801)**

<u>Size:</u>	<u>30</u>	<u>32</u>	<u>34</u>	<u>36</u>	<u>38</u>	<u>40</u>	<u>42</u>	<u>44</u>	<u>46</u>	<u>48</u>
Bust:	39	40	41 $\frac{1}{2}$	43	44 $\frac{1}{2}$	46	48	50	52	54
Waist:	32	33	34 $\frac{1}{2}$	36	37 $\frac{1}{2}$	39	41	43	45	47
Sleeve Lgth:	31-1/3	31-1/3	31-1/3	32 $\frac{1}{4}$	32 $\frac{1}{4}$	33 $\frac{1}{2}$	33-3/4	34	34	34 $\frac{1}{2}$

**Officer's Black Work Trousers (Tek Twill)**

Style #E820 – Men's Work Trousers

Style #9820 – Women's Work Trousers

**STYLE E820****Fabric**

Elbeco TekTwill™ 65% Fortrel Polyester/35% vat dyed combed cotton two ply twill weave weighing 7 oz. per square yard with 6-8% engineered filling stretch. Minimum construction shall be 92 warp x 56 filling yarns per square inch. Comfort-Touch finishing shall be incorporated for increased comfort and hand of fabric. Must be treated at the fiber level with Nano Fluid Repellency technology for permanent superior fluid resistance, fabric appearance and durability, while maintaining original fabric breathability. Color shall be black.

**Style**

Shall be made on a uniform pattern, having a plain front with quarter top front pockets, 7/8" belt loops and two back pockets.

**Pockets**

The front pocket opening will be a minimum 62" and be 6" deep from the bottom of the opening. Pockets shall be stitched, turned, and restitched. The inside front pocket facing shall be a separate piece of self material finishing no less than 1¼" wide. The back pockets will have a minimum opening of 52" and be 6" deep. They shall be made with a Reese PW automatic machine and finished on the outside with an exposed top and bottom cord. The left pocket shall have a tab and button. The front pockets shall each have a straight bartack and each back pocket shall be bartacked with a triangular bartack.

**Pocketing**

All pocketing shall be black 65% Polyester/35% Cotton with a minimum thread count of 70 x 48, weight is 4.3oz. /sq. yd.

**Waistband**

Shall be of Comfort Stretch 2000 construction for superior comfort and performance. The curtain, attached with a rocap machine, shall be made of black, bias-cut, cotton blended twill and shall have two continuous parallel 3/16" wide silicone bands for shirt retention. The inside of the waistband shall be made from a stretch, breathable non-woven material for support. A 3/4" strip of a similar breathable stretch material shall be sewn into the waistband along the top for non-roll edge control. The finished waistband shall be 2" wide and shall be closed with a crush-proof hook and eye, the eye being bartacked for stability. The finished waistband shall be set on and shall be stitched below the lower edge through the outer fabric and the waistband curtain. No alternative waistband will be acceptable.

**Inner Fly/Crotch**

The right fly and front crotch linings shall be the same fabric and color as the waistband curtain. There shall be a non-woven interlining sewn to the fly to give additional stability and strength to the fly. The right fly lining shall be sewn to the left fly below the zipper and continue centered on the join seam across the inseam and end 1" onto the backseam. A

separate French fly made of the outer fabric shall be sewn to the inside right fly. There shall be a triple strength crotch reinforcement to prevent seam failure in the crotch and inseam area. The crotch shall be secured with two rows of stitching. One row is to be on the inside of the trouser then turned, and an additional row to be sewn on the outside of trouser.

### **Zippers**

The trousers shall be closed with a brass zipper and have a brass bottom stop at the base of the zipper chain. A straight bartack shall be sewn through the outside of the garment to the inside at the bottom of the fly. It shall be sewn through the zipper tape, the right and left fly and the right fly lining. The right and left fly shall be joined by an additional bartack located below the bottom zipper stop on the inside of the trouser.

### **Belt Loops**

There should be a minimum of 5 lined belt loops on waist sizes 28, 29, 30 and a minimum of 7 lined loops on all sizes over 30. Each loop is to be  $\frac{7}{8}$ " wide of double thickness, with stitching on a face side  $\frac{3}{4}$ " from each edge except for the back loop, which shall be tacked on, all loops shall be sewn into the bottom of the waistband and into the rocap. They shall accommodate a  $1\frac{5}{8}$ " belt.

### **Creasing**

The front and back crease in both trouser legs must be applied via a pneumatically controlled application of Ultra Crease™ silicone sealant, specially formulated for technologically enhanced fabrics, so as to give permanency to the creases for the life of the garment.

### **Seaming**

The entire trouser is to be seamed with Polyester core or 100% Polyester spun thread. The seat seam shall be stitched with a tandem needle seat seaming machine.

### **Labels**

There shall be a TekTwill woven label sewn-in the left hip pocket bag. A woven size label shall be sewn next to the main label, with a care and content label sewn below that label. An outside waistband label shall be marked with lot number, size, fiber content, cut number and UPC Identification.

### **Finishing & Pressing**

All loose threads shall be removed. Trousers must be pressed completely and properly with side seam, inseam, and seat seam pressed open. There must be a Jet clip attached to the top fly of the finished trouser.

### **Code of Conduct**

All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

**Finished Dimensions**

Size/ Waist	28	29	30	31	32	33	34	35	36	37	38	40	42	44	46	48	50	52	54
Seat	38%	39%	40%	41%	42%	43	44	45	45%	46%	47%	49%	51½	53%	55%	57%	59	60%	62%
Rise	10	10½	10¾	10¾	10¾	10¾	10¾	10¾	11	11½	11¾	11¾	11¾	12	12¼	12½	12¾	13	13¾
Thigh	26%	26½	27	27½	27¾	28½	28¾	29%	29%	30	30.5	31%	32¼	33%	34	34¾	35¾	36%	37½
Knee	19¾	20	20¼	20½	20¾	21	21¼	21½	21¾	22	22¼	22¾	23¼	23¾	24¼	24¾	25¼	25¾	26¼
Bottom	17¾	17¾	18	18%	18¾	18¾	18¾	18¾	18¾	18¾	19	19%	19½	19¾	20	20¾	20¾	20¾	21

**STYLE E9820****Fabric**

Elbeco TekTwill™ (Galey and Lord style #1906), 65% Fortrel Polyester/35% vat Dyed Combed Cotton two ply twill weave, weighing 7 oz. per square yard with 68% engineered filling stretch. Minimum construction: 92 warp x 56 filling yarns per square inch. Comfort-Touch finishing to be incorporated for increased comfort and hand of fabric. Must be treated at the fiber level with NANOTex™ "Resists Spills" technology (Nano Pel) for permanent superior fluid resistance, fabric appearance and durability, while maintaining original fabric breathability. Color shall be Black.

**Style**

Shall be made on a modified ladies uniform pattern, having a plain front with quarter top front pockets and two back pockets.

**Pockets**

The front pocket opening will be a minimum 6½" and be 6" deep from the bottom of the opening. Pockets shall be stitched, turned, and re-stitched. The inside front pocket facing shall be a separate piece of self-material finishing no less than 1¼" wide. The back pockets will have a minimum opening of 5½" and be 6" deep. They shall be made with a Reese PW automatic machine and finished on the outside with an exposed top and bottom cord. The left pocket shall have a tab and button. The front pockets shall each have a straight bartack and each back pocket shall be bartacked with a triangular bartack.

**Pocketing**

All pocketing shall be black 65% polyester/35% cotton with a minimum thread count to 68 X 54; the weight shall be 2.60 yards/lb.

**Inside Trim**

The rights fly and double plied crotch linings shall be the same fabric and color as the waistband curtain. There shall be a non-woven interlining fused to the fly to give additional stability and strength to the fly. The right fly lining shall be sewn to the left fly below the zipper. The crotch lining shall be serged to each front. A separate French fly made of the outer fabric shall be sewn to the inside right fly.

**Waistband**

Must be of Comfort Stretch 2000 construction for superior comfort and performance. The curtain, attached with a rocap machine, shall be made of black, bias-cut, cotton blended twill and shall have two continuous parallel 3/16" wide silicone bands for shirt retention. The inside of the waistband shall be made from a stretch, breathable non-woven material

for support. A 3/4" strip of a similar breathable stretch material shall be sewn into the waistband along the top for non-roll edge control. The finished waistband shall be 2" wide and shall be closed with a crush-proof hook and eye, the eye being bartacked for stability. The finished waistband shall be set on and shall be stitched below the lower edge through the outer fabric and the waistband curtain. No alternative waistband will be acceptable.

### **Belt Loops**

There should be a minimum of 5 lined belt loops on waist sizes 8 and under and a minimum of 7 lined loops on all sizes 10 and over. Each loop is to be 7/8" wide of double thickness, with stitching on a face side 3/8" from each edge. Except for the back loop, which shall be tacked on, all loops shall be sewn into the bottom of the waistband and into the rocap. They shall accommodate a 1 5/8" belt.

### **Zippers**

The trousers shall be closed with a brass zipper and have a brass bottom stop at the base of the zipper chain. A straight bartack shall be sewn through the outside of the garment to the inside at the bottom of the fly. It shall be sewn through the zipper tape, the right and left fly and the right fly lining. The right and left fly shall be joined by an additional bartack located below the bottom zipper stop on the inside of the trouser.

### **Creasing**

The front and back crease in both trouser legs must be applied via a pneumatically controlled application of Ultra Crease™ silicone sealant, specially formulated for technologically enhanced fabrics, so as to give permanency to the creases for the life of the garment.

### **Seaming**

The entire trouser is to be seamed with Polyester core or 100% Polyester spun thread. The seat seam shall be stitched with a tandem needle seat seaming machine.

### **Labels**

There shall be a TekTwill woven label sewn-in the left hip pocket bag. A woven size label shall be sewn next to the main label, with a care and content label sewn below that label. An outside waistband label shall be marked with lot number, size, fiber content, cut number and UPC Identification.

### **Finishing & Pressing**

All loose threads shall be removed. Trousers must be pressed completely and properly with side seam, inseam, and seat seam pressed open. There must be a Jet clip attached to the top fly of the finished trouser.

### **Code of Conduct**

All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse,

health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

**Finished Dimensions**

Size	<u>2</u>	<u>4</u>	<u>6</u>	<u>8</u>	<u>10</u>	<u>12</u>	<u>14</u>	<u>16</u>	<u>18</u>	<u>20</u>	<u>22</u>	<u>24</u>	<u>26</u>
Waist	25½	26½	27½	28½	29½	31	32½	34	36	38	40	42	44
Frt Rise	10	10¼	10½	10¾	10¾	11	11½	11½	11¾	12¾	12½	12¾	13
Seat	38¾	39¾	40¼	41¼	42¼	43½	44¾	46	47¾	49¾	51¾	53½	5½
Thigh	26¾	27¼	27¾	28½	29¾	30	30¾	31¾	32¾	33¾	34¼	35½	36½
Knee	18¾	18¾	19¼	19¾	20¼	20¾	21¼	21¾	22¼	22¾	23¼	23¾	24¼
Bottom	16½	16¾	17	17¼	17½	17¾	18	18¼	18½	18¾	19	19¼	19½

**Women's Medium Chino Skirt (Black)**  
Style #9711

**Fabric**

- 65% Polyester/35% Cotton; 7.5 oz.

**Construction**

- Classic cut, waistband sits just below natural waistline.
- Zipper fly front
- Two (2) front pockets
- One (1) back pocket

**Size**

- 25" in length

**Spiewak Public Safety Performance Fleece (Black)  
Style #S327**

**Fabric**

- High quality non-pill micro fleece with nylon Tactel® shell on high stress areas

**Construction**

- Designed specifically for public safety requirements
- Zippered hand warmer pockets
- Structured support for reinforcement on shoulders and elbows
- Sleeves are fully lined with smooth tricot for ease of wear
- Shock corded waist draw cord with snap tabs to secure inside the garment
- Full zip-to-the-neck collar
- Two inside zippered storage pockets
- Epaulets with integrated mic tab
- Badge sewn-on

**Attachments**

Jackets shall have Fulton County Fire Rescue Department patch (sample only provided by the Fulton County Fire Rescue Department) sewn onto the left sleeve ¾" below the top center of the shoulder seam. The wearer's last name embroidered in gold block style (**Chief Officer only**; all others are red block style) onto the right breast. Sewn on badge shall be placed on left breast (sample only will be provided by Fulton County Fire Rescue Department).

**Sizes**

- Length: 27"
- REG: S – 5XL, Long M – 5XL

**T-Shirts (Navy)**  
Style #G200**Fabric**

Gildan 6.1 oz. Ultra Cotton 100% preshrunk

**Attachments**

Fulton County Fire Rescue Department Logo embroidered on left breast, back of shirt to be 2 color screen print similar to the following:



“**Fulton County**” shall be 2½” in bold white; “**Fire**” shall be 3” bold red with white outline; “**Rescue**” shall be 2½” in bold white.

**Public Safety High Viz Rain Jacket**  
Style #485MJD

**Fabric**

- 200 denier Polyurethane coated nylon
- ANSI/ISEA 107-2007 Class 3 Certified
- ASTM D 6413 fire resistance

**Construction**

- 2" Silver 3M™ Scotchlite™ reflective film
- 30" jacket
- Tuck away roll up hood
- Raglan sleeves for ease of movement with take up tabs
- Storm flap with zipper front snaps and hook & loop closure
- Drawstring sweep

**Color**

High visibility Lime

**Sizes**

Small – 6XL

**Attachment**

Back of jacket shall be screen printed in 3" reflective letters "FIRE RESCUE".

**Dress Caps****Style:** Firefighter Deluxe Bell Crown Style Cap**Style:** Lieutenants/Captains Deluxe Bell Crown Style Cap**Style:** Chiefs Deluxe Bell Crown Style Cap**Dimensions**

The dimensions of a Size 7-7/8" cap shall be as follows: Front to rear of crown-9"; side to side of crown 8½"; height of cap in front 1¾". All other sizes shall be proportion.

**Covers (Firefighters)**

The material shall be No.1680 Black Polywoven gabardine. The covers shall have a full Crown lining of black 100% acetate taffeta. Centered on the lining shall be a diamond-shaped acetate plastic combination sweat protector and identification card holder. The acetate shall be .007 gauge and measure approximately 5½ x 4". Between the crown and the sides shall be sewn a welting of #1680 Black Polygabardine. This welting shall completely cover a 1/16" galvanized steel wire that has been accurately measured and closed to the individual cap size. The front and sides shall be supported by a single ply of Genuine Haircloth, cut to individual size and sewn into cap.

**Covers (Lieutenants/Captains)**

The material shall be No. 196 white leatherette. The covers shall have a full Crown lining of black 100% acetate taffeta. Centered on the lining shall be a diamond-shaped acetate plastic combination sweat protector and identification card holder. The acetate shall be .007 gauge and measure approximately 5½ x 4". Between the crown and the sides shall be sewn a welting of #196 white leatherette. This welting shall completely cover a 1/16" galvanized steel wire that has been accurately measured and closed to the individual cap size. The front and sides shall be supported by a single ply of Genuine Haircloth, cut to individual size and sewn into cap.

**Covers (Chiefs)**

The material shall be No.196 white leatherette. The covers shall have a full Crown lining of black 100% acetate taffeta. Centered on the lining shall be a diamond-shaped acetate plastic combination sweat protector and identification card holder. The acetate shall be .007 gauge and measure approximately 5½ x 4". Between the crown and the sides shall be sewn a welting of #196 white leatherette. This welting shall completely cover a 1/16" galvanized steel wire that has been accurately measured and closed to the individual cap size. The front and sides shall be supported by a single ply of Genuine Haircloth, cut to individual size and sewn into cap.

**Eyelets**

Each cap shall be provided with a total of 5 metal eyelets; 1 eyelet shall be attached in the front centered for proper placement of a single post badge; 2 eyelets will be provided on each side for ventilation.

**Frame Band (Firefighters)**

The Inner band shall be 2¼" wide of an extruded high density black linear polyethylene material approximately .040 thick. This band shall be formed into an endless circle by cutting each end with a dovetail pattern and heat-welding for permanent strength and closure. There shall be no overlapping of the band and closing by staples, rivets or

sewing such overlapping will not be acceptable. The inner band shall then be covered with the same material as the cap cover.

#### **Frame Band (Lieutenants/Captains)**

The inner band shall be 2 wide of an extruded high density black linear polyethylene material approximately .040 thick. This band shall be formed into an endless circle by cutting each end with a dovetail pattern and heat-welding for permanent strength and closure. There shall be no overlapping of the band and closing by staples, rivets or sewing such overlapping will not be acceptable. The inner band shall then be covered with the same material as the cap cover.

#### **Frame Band (Chiefs)**

The inner band shall be 2 wide of an extruded high density black linear polyethylene material approximately .040 thick. This band shall be formed into an endless circle by cutting each end with a dovetail pattern and heat-welding for permanent strength and closure. There shall be no overlapping of the band and closing by staples, rivets or sewing such overlapping will not be acceptable. The inner band shall then be covered with a Black Velvet Band.

#### **Visor (Firefighters/Lieutenants/Captains)**

The visor is to be made of two pieces: the upper portion to consist of a nylon base with a black Japanned top; the bottom piece of a .095 Genuine Survion with an embossed hatters green base. The two pieces will be firmly cemented together and visors will not bubble, crack or blister. The visor shall be Shape #611, set into the frame at an angle of 35 degrees, and finished 2¼" long. All visors shall be blocked to shape in heated forms.

#### **Visor**

To be #HF-29 Red/Gold Six Flame Perm gold embroidered.

#### **Front Strap (Firefighters)**

The front strap shall be ¼" wide, #GWL-40 in black finish. The strap shall be held at either end with a regulation Fire Department Button in a silver finish.

#### **Front Strap (Lieutenants/Captains)**

The front strap shall be ¼" wide, #GWL-40 in silver finish. The strap shall be held at either end with a regulation Fire Department Button in a silver finish.

#### **Front Strap (Chiefs)**

The front strap shall be ¼" wide, #GWL-40 in gold finish. The strap shall be held at either end with a regulation Fire Department Button in a gold finish.

#### **Sweatband (Firefighters/Lieutenants/Captains)**

The sweat band shall be genuine Roan leather 1¼" wide and perforated throughout. The sweatband shall be sewn into the cap with a zigzag stitch.

**Sweatband (Chief)**

The sweat band shall be genuine Roan leather 1½" wide and perforated throughout. The sweatband shall be sewn into the cap with a zigzag stitch.

**ALL CAPS SHALL CONTAIN A SIZE LABEL AND UNION LABEL****Baseball Caps**

Style: Wool

**Description**

12.5 oz. wool; 6 piece Pro Design pattern; Buckram reinforced front panels; Embroidered eyelets; 4-ply 1-3/8" cloth sweatband; Top stitched, no roll sweatband insertion through the visor; .075 inch thick, unbreakable shape retention visor; 8 rolls of stitching through the visor.

**Sizes**

Small-medium, medium-large

**Color**

Navy Blue and Black

**Attachment**

Fulton County Fire Rescue Department Logo embroidered on front.

**Station Work Boots**

Style #E02320 – Men's Bates 8" Steel Toe Side Zip

Style #E02720 – Women's Bates 8" Steel Toe Side Zip

Style #834-6219 – Men's/Women's Thorogood 8" Side Zip

Style #834-6218 – Men's/Women's Thorogood 6" Side Zip

**Styles (E02320 & E02720)**

- Full grain leather and ballistic nylon upper
- 200gr. Thinsulate™ insulation
- Cushioned removable insert
- Steel toe ASTM F2413-05 rated
- Slip resistant rubber outsole
- Athletic cement construction

**Sizes**

Must be available in men and women half, whole, medium, wide, and extra wide sizes (Men; 7-14, Women; 5-10)

**Styles (834-6219 & 834-6218)**

- Black full grain leather/Black action leather/1200 Denier Nylon
- Cement construction
- Lining shall be two zone wicking mesh/Thoro>dri™ waterproof system, blood borne pathogen compliant.
- Removable two density Polyurethane "**Shock Zone**" insole with air flow vents.
- Composite shank
- Two (2) density rubber outsole with integrated EVA Impact Pads
- Molded rubber heel stabilizer
- Non-metallic construction
- Heavy Duty YKK Side Zippers

**Sizes**

Must be available in men and women half, whole, medium, and wide sizes 4-15

**Work Shoe**

Style #: E00932 – Men's Bates Lites® Black Leather Oxford  
Style #: E00752 – Women's Bates Leather Dura Shocks® Oxford

**Style (E00932)**

- Leather upper
- Breathable lining
- Cushioned removable insert
- Non-marking Bates Lites® outsole
- Goodyear welt construction

**Sizes**

Must be available in men half, whole, medium, and wide sizes 6-14

**Style (E00752)**

- Leather upper
- Breathable lining
- Cushioned removable insert
- Bates Dura Shocks® shock absorbing comfort technology
- Slip resistant rubber outsole
- Durable direct attach construction

**Sizes**

Must be available in women half, whole, medium, wide and extra wide sizes 4-12

**Uniform Dress Shoe**

Style #: E00942 - Men's Bates Lites™ Black High Gloss Oxford

Style #: E00742 - Women's High Gloss Uniform Oxford

**Style (E00942)**

- High Gloss (Corofram) upper
- Breathable lining
- Cushioned removable insert
- Non-marking Bates Lites® outsole
- Goodyear welt construction

**Sizes**

Must be available in men half, whole, medium, wide and extra wide sizes 6-15

**Style (E00742)**

- High Gloss (Corofram) upper
- Breathable lining
- Cushioned removable insert
- Bates DuraShocks® shock absorbing comfort technology
- Slip resistant rubber outsole
- Durable direct attach construction

**Sizes**

Must be available in women half, whole, medium, wide and extra wide sizes 4-12

**Duty Belts**

Style #: 6505 – Boston Leather Belt  
Style – Nylon Survival Belt

**Style (6505)**

- Same quality materials and superior craftsmanship as Boston Leather's Duty Belts.
- 10-12 oz. drum dyed full grain English Bridle Leather.
- Chrome buckle.
- Available in Plain or Basket weave

**Sizes**

Available in all sizes

**Style (Nylon Survival Belt)**

- Forged "V" ring carabiner attachment point held by a Velcro™ loop.
- Double-pass buckle.
- Webbing secured with elastic loop.
- Color shall be black.
- Weight shall be 7.5 oz.
- Length shall be available in 28 – 55".
- Must be NFPA rating escape belt.

**550 Station Wear Jacket (Dark Navy)  
Style #: 550MNV - Navy****Fabric**

- Made from polyester and cotton.
- Liberty Guard finish repels stains, soils and liquids.

**Construction**

- Jacket front features (2) set in hand warmer pockets w/ optional zip in liner.
- Solid Brass zippers and reinforcing bartacks
- Waist and cuffs have elastics.

**Sizes**

- Regulars: Small – 4X Large
- Longs: Medium - 2X Large

**Tri Mountain Avenue Jacket  
Style #: TRI 2290****Fabric**

- Made from nylon
- Jacket features two side pockets
- Jacket features inner chest pocket
- Jacket features a cell phone pocket

**Sizes**

- XS – 6XLT

**Color**

- Black

**Attachments**

Jackets shall have Fulton County Fire Rescue Department patch (sample only provided by the Fulton County Fire Rescue Department) sewn onto the left sleeve  $\frac{3}{4}$ " below the top center of the shoulder seam. The blue and white Georgia State EMT patch (when appropriate) shall be sewn onto the right sleeve  $\frac{3}{4}$ " below the top center of the shoulder seam. The wearer's last name embroidered in red block style onto the right breast. Sewn on badge shall be placed on left breast (sample only will be provided by Fulton County Fire Rescue Department).

**SECTION 7  
PRICING FORMS**

ITEM NO.	COMMODITIES OR SERVICES	ESTIMATED NUMBER OF UNITS	UNIT PRICE	EXTENDED PRICE
1	Male firefighter pants – Regular fit 400NX75NB	200	\$ _____	\$ _____
2	Male firefighter pants - Relaxed fit 402NX75NB	70	\$ _____	\$ _____
3	Female firefighter pants 401NX75NB	28	\$ _____	\$ _____
4	Short sleeve male fire chief shirt 700NX45NB	135	\$ _____	\$ _____
5	Long sleeve male fire chief shirt 705NX45NB	135	\$ _____	\$ _____
6	Short sleeve female fire chief shirt 701NX45NB	20	\$ _____	\$ _____
7	Long sleeve female fire chief shirt 706NX45NB	28	\$ _____	\$ _____
8	Elbeco Paragon Plus w/Nano P867	44	\$ _____	\$ _____
9	Elbeco Paragon Plus w/ NanoP877	44	\$ _____	\$ _____
10	Elbeco Paragon Plus w/Nano P811/	15	\$ _____	\$ _____
11	Elbeco Paragon Plus w/ NanoP801	44	\$ _____	\$ _____
12	Elbeco Tek Twill E820	40	\$ _____	\$ _____
13	Elbeco Tek Twill 9820	5	\$ _____	\$ _____
14	Elbeco Tek Trop E3230	5	\$ _____	\$ _____
15	Elbeco Tek Trop E9320LC	135	\$ _____	\$ _____
16	Propper BDU Trouser F5201-38-405	15	\$ _____	\$ _____
17	Edwards Wool Blend Single Breasted Coat 3680	50	\$ _____	\$ _____
18	Edwards Wool Blend Single Breasted Coat 6680	50	\$ _____	\$ _____
19	Edwards Wool Blend Flat Front Pants 2780	3	\$ _____	\$ _____
20	Edwards Wool Blend Flat Front Pants 8783	10	\$ _____	\$ _____
21	Edwards Wool Blend Straight Dress Skirt 9789	15	\$ _____	\$ _____
22	Edwards Pinpoint Oxford 1975-000	5	\$ _____	\$ _____
23	Edwards Pinpoint Oxford 5975-000	20	\$ _____	\$ _____
24	Spiewak Fleece S327	15	\$ _____	\$ _____
25	Game Firefighter's Zip Turtleneck 870-T	50	\$ _____	\$ _____

26	Horace Small APX Jacket HS3342	30	\$ _____	\$ _____
27	Anchor Hip Length Parka 02256	30	\$ _____	\$ _____
28	Augusta Mock Turtleneck 797	30	\$ _____	\$ _____
29	Gildan Ultra Cotton G200	200	\$ _____	\$ _____
30	High Viz 485MJD	14	\$ _____	\$ _____
31	Anchor Double Breasted Class A Jacket 226BL	6	\$ _____	\$ _____
32	Anchor Double Breasted Class A Jacket 726bl	6	\$ _____	\$ _____
33	Anchor Class A Trousers ANC 229	6	\$ _____	\$ _____
34	Anchor Class A Trousers ANC 729	6	\$ _____	\$ _____
35	Deluxe Bell Crown Dress Cap (Firefighter)	10	\$ _____	\$ _____
36	Deluxe Bell Crown Dress Cap (Lieutenant/Captain)	5	\$ _____	\$ _____
37	Deluxe Bell Crown Dress Cap (Chief)	3	\$ _____	\$ _____
38	Polyester Velcro Tie 90123 (14.5")	10	\$ _____	\$ _____
39	Polyester Velcro Tie 90123 (18")	5	\$ _____	\$ _____
40	Polyester Velcro Tie 90123 (20")	12	\$ _____	\$ _____
41	Baseball Cap	100	\$ _____	\$ _____
42	Bates 8" E02320	50	\$ _____	\$ _____
43	Bates 8" E02720	5	\$ _____	\$ _____
44	Thorogood 8" 834-6219	50	\$ _____	\$ _____
45	Thorogood 6" 834-6218	30	\$ _____	\$ _____
46	Bates Work E00932	25	\$ _____	\$ _____
47	Bates Work E00752	5	\$ _____	\$ _____
48	Bates Dress E00942	50	\$ _____	\$ _____
49	Bates Dress E00742	14	\$ _____	\$ _____
50	Boston Leather Belt 6606 (Silver or Gold Buckle)	130	\$ _____	\$ _____
51	Nylon Survival Belt	20	\$ _____	\$ _____
52	FD Station Wear Jacket w/ optional zip in liner 550MV - Navy	130	\$ _____	\$ _____
53	Twill Jacket with fully lined lightweight nylon; two side pockets, inner chest pocket, cell phone pocket - Black	25	\$ _____	\$ _____

Grand Total: \$ \_\_\_\_\_

