



October 18, 2023

**INVITATION TO BID
BL161-23**

The Gwinnett County Board of Commissioners is soliciting competitive sealed bids from qualified suppliers for the **Purchase of Field Service Uniforms on an Annual Contract** with four (4) one-year options to renew for various Gwinnett County Departments.

Bids should be typed or submitted in ink and returned in a sealed container marked on the outside with the BL# and Company Name. Bids will be received until **2:50 pm local time on November 13, 2023** at the Gwinnett County Financial Services - Purchasing Division – 2nd Floor, 75 Langley Drive, Lawrenceville, Georgia 30046. Any bid received after this date and time will not be accepted. Bids will be publicly opened and read at 3:00 P.M. Apparent bid results will be available the following business day on the website www.GwinnettCounty.com.

Questions regarding bids should be directed to Chelsey Ward, Purchasing Associate II, at Chelsey.ward@gwinnettcountry.com or by calling 770-822-7788, no later than **3:00 pm local time on October 30, 2023**. Bids are legal and binding upon the bidder when submitted. All bids should be submitted single-sided in duplicate.

Successful contractors will be required to meet insurance requirements. The Insurance Company should be authorized to do business in Georgia by the Georgia Insurance Department and must have an A.M. Best rating of A-5 or higher.

Gwinnett County does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County Government should be directed to the ADA Coordinator at the Gwinnett County Justice and Administration Center, 770-822-8165.

The written bid documents supersede any verbal or written prior communications between the parties.

Award will be made to the supplier submitting the lowest responsive and responsible bid. Gwinnett County reserves the right to reject any or all bids to waive technicalities and to make an award deemed in its best interest. Bids may be split or awarded in entirety. Gwinnett County reserves the option to negotiate terms, conditions, and pricing with the lowest responsive, responsible bidder(s) at its discretion.

Award notification will be posted after award on the County website, www.GwinnettCounty.com and companies submitting a bid will be notified via email.

We look forward to your bid and appreciate your interest in Gwinnett County.

A handwritten signature in black ink, appearing to read "Chelsey Ward".

Chelsey Ward
Purchasing Associate II

The following pages should be returned in duplicate with your bid:

**Bid Schedule, Pages 6-57
References, Page 58
Ethics Affidavit, Page 61
E-Verify Affidavit, Page 62**

Requirements

I. Scope of Work

Supplier to provide specified uniforms to the Departments of Communications, Community Services, Information Technology, Planning and Development, Support Services, Transportation and Water Resources on an as needed basis as required during the contract. Contract to begin upon award for a one-year period, with four (4) additional one-year options to renew. Bid may be awarded in its entirety, by line item or by section as deemed in the best interest of the County or for uniformity purposes.

II. Orders

Orders will be placed by the departments on an "as needed" basis. Quantities are approximate annual quantities. **Unit price should include all charges for Inside Delivery and FOB Destination to addresses within Gwinnett County including, but not limited to, those specified below.** Orders are to be filled regardless of quantity and/or dollar amount. All orders to be delivered or picked up will require a purchase order number. Orders provided without a purchase order number are not considered to be authorized purchases and may be subject to non-payment of invoice. All invoices must be itemized. All orders must be accompanied by an itemized packing slip with an identifying purchase order number. Multiple orders are not to be combined within the same box. Orders shipped in error or to the wrong department location will be rejected. In these cases, the supplier is to arrange for return pick up within five (5) business days of notification by the department. Purchase order numbers should be referenced on all shipping labels, packing slips and invoices.

NOTE: If all or any part of an order contains backordered items and supplier will not be able to meet the delivery A.R.O. stated in the bid, the supplier should document and notify the department liaison of the backorder within five (5) business days of receipt of purchase order. Gwinnett County will either cancel the order of backordered items or accept the delivery time provided by the supplier.

If the supplier cannot supply the backordered items in a reasonable amount of time, *Section Delivery Failures* under General Instructions to Bidders, Terms and Conditions may be invoked. Gwinnett County reserves the right to purchase uniforms off the contract if delivery is not made within the agreed upon contracted delivery time.

III. Addresses for Fittings and Deliveries

Department of Transportation – Fittings and Deliveries
Central Facility
620 Winder Highway
Lawrenceville, GA 30045

Department of Transportation – Deliveries
446 West Crogan Street, Suite 410
Lawrenceville, GA 30046

Gwinnett County Airport – Deliveries
600 Briscoe Blvd.
Lawrenceville, GA 30046

Department of Water Resources – Fittings and Deliveries
684 Winder Highway
Lawrenceville, GA 30045

Department of Community Services – Fittings and Deliveries
Parks Operations Center
352 Hosea Road
Lawrenceville, GA 30046

Department of Community Services – Deliveries
Animal Welfare & Enforcement
884 Winder Highway
Lawrenceville, Georgia 30045

Department of Support Services – Fittings and Deliveries
75 Langley Drive
Lawrenceville, GA 30046

Department of Planning and Development – Fittings and Deliveries
446 West Crogan Street, Suite 150
Lawrenceville, GA 30046

Department of Communications – Deliveries
75 Langley Drive
Lawrenceville, GA 30046

Department of Information Technology – Deliveries
446 West Crogan Street, Suite 200
Lawrenceville, GA 30046

The County reserves the right to add fitting and delivery addresses.

IV. Brand names

Use of brand names, specific manufacturers and style numbers are not intended to limit competition, but rather to ensure uniformity of styles, colors and fabrics as established by the departments and assist suppliers in determining the standard of quality Gwinnett County is seeking. Equivalent items may be accepted if they meet all standards of quality and purpose for the intended use, as determined by Gwinnett County. Samples may be required to assist in determining if item bid is an equivalent. Samples and specifications of the listed brand name/product number will be utilized to determine equivalency.

In addition, the product specified in the vendor's bid, must be provided. After award, any substitutes must be approved by the requesting Department.

V. Equivalent products

Gwinnett County shall be the sole determinant of acceptability of all approved equivalents.

When bidding an equivalent product, supplier represents:

1. Equivalent product has been personally investigated and determined to be equal to or superior in all respects to that specified.
2. Product identification, including manufacturer's name and address and any brochures or other printed information, should be provided **as part of bid document**.
3. It is the supplier's responsibility to prove equivalent products equal or exceed the quality level of the product(s) specified.

VI. Fittings

Suppliers shall be responsible for measuring Gwinnett County employees for proper fit as required per department and maintain record for each employee fitted. Fittings are to be provided during normal business hours, Monday through Friday, at specified Gwinnett County locations. Fittings may be

requested quarterly. Each department will be responsible for scheduling their fittings. Fittings must be available at least twice per year. Supplier may schedule multiple department fittings in one visit.

Suppliers should provide accurate sizing information. If suppliers are aware that a particular brand runs smaller or larger than normal, this information should be disclosed in the bid schedule and prior to filling the order. Suppliers should provide what colors are available in what sizes with the bid document.

If sizing is not accurate after the original fitting, the supplier will be required to perform alterations or replace garment.

VII. Patches, transfer, and embroidery

Patch sewing, embroidery and stretch litho transfer (or equivalent) are to be included in the unit price of each line item as specified in the bid schedule. Artwork/logos for stretch litho transfer (or equivalent) and embroidery will be provided by the departments to the successful supplier. Sample logos are attached. **Note: these logos may change, and other logos added during the contract term.** By signing the bid documents, potential suppliers acknowledge they can stretch litho transfer (or equivalent) and embroider logos in all colors needed. Suppliers **MUST** have the ability to match the logo colors. See attached color guide. The logo is to be horizontal orientation and no larger than 4".

A. **Department of Community Services – Section A**

Items 1-17 – Embroidery on the left chest area.

Items 18-19 – Embroidery on the front crown of the hats.

B. **Department of Transportation – Section B**

Items 1-19 – Stretch litho transfer (or equivalent) on left breast pocket on all shirts.

Items 23-41 – Embroidery on left chest of shirts.

Items 49-50 – Embroidery on the front crown of the hats.

All other items – As listed in description – Shirts left chest of shirts and jackets.

C. **Department of Support Services – Section C**

Logo is to be embroidered on left chest of shirts and jackets.

Embroidery on the front crown of the hats.

D. **Department of Water Resources – Section D**

Items 1-6 – Embroidery on the left chest area.

Items 7-10 – Patches to be sewn 3" from shoulder seam on left arm for jackets, coveralls, and windbreaker.

Embroidery on the front crown of the hats.

One patch/embroidery per garment.

E. **Department of Planning and Development – Section E**

Logo is to be embroidered on left chest of shirts and jackets.

F. **Department of Communications – Section F**

Logo is to be embroidered on left chest of shirts and jackets.

G. **Department of Information Technology – Section G**

Logo is to be embroidered on left chest of shirts and jackets.

H. **Various Departments – Section H**

to be Determined as/if necessary

Suppliers must acknowledge they can embroider and stretch litho transfer (or equivalent) logos in all colors needed. The County may request embroidered and/or stretch litho transfer (or equivalent) samples of Gwinnett logos as part of the bid evaluation. Gwinnett County shall determine acceptability of embroidered and stretch litho transfer (or equivalent) samples.

VIII. Samples

Samples shall be provided upon request within five (5) business days. Failure to provide samples, when requested, may result in rejection of bid. It will be the responsibility of the supplier to incur all costs associated with providing the samples, including embroidery and/or stretch litho transfer (or equivalent). After testing, samples may be returned to supplier at supplier's request and expense.

IX. References

Gwinnett County requests three (3) references of similar size and scope of the scope of this solicitation returned on the references page.

X. Insurance

Suppliers shall obtain, maintain, and furnish to the County certificates of insurance covering the duration of the contract period. The insurance must include the terms and coverage provided for the Standard Insurance Requirements contained within these bid documents.

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE	
SECTION A – COMMUNITY SERVICES								
1.	20	EA	Men’s shirt, short sleeve. All colors. Tru-Spec Ultra-light short sleeve field shirt 1091-1094, or equivalent w/embroidery.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	
				4XL			\$	
				5XL			\$	
				LT			\$	
				XLT			\$	
				2XLT			\$	
				3XLT			\$	
				4XLT			\$	
				5XLT			\$	
2.	30	EA	Men’s short sleeve polo shirt, 60/40 cotton/poly, all colors. Port Authority 65/35 poly/cotton short-sleeve polo K500 or equivalent w/embroidery.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	
				4XL			\$	
	5XL			\$				
3.	50	EA	Men’s short sleeve polo shirt, 6.6 oz 100% snag proof polyester, all colors. Cornerstone by SanMar CS410 or equivalent w/embroidery.					
				XS-XL			\$	\$

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			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
4.	50	EA	Women's short sleeve polo shirt, 6.6 oz 100% snag proof polyester, all colors. Cornerstone by SanMar CS411 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
5.	50	EA	Men's long sleeve polo shirt, 6.6 oz 100% snag proof polyester, all colors. Cornerstone by SanMar CS410LS or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
6.	20	EA	Men's long sleeve ¼ zip front mandarin collar with sleeve pockets, all colors. Tru Spec Urban Force Shirt 2596, 2599, 2576, 2584 or equivalent w/embroidery.				
			XS-XL			\$	\$

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				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
7.	25	EA	Men's shirt, long sleeve, Tru-Spec Ultra-light field shirt 1101-1104 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
				LT		\$	
				XLT		\$	
				2XLT		\$	
				3XLT		\$	
				4XLT		\$	
				5XLT		\$	
8.	30	EA	Men's long sleeve polo shirt, 5.0 oz 65/35 poly/cotton pique, all colors. SanMar K500LS or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	

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9.	100	EA	Women's long sleeve polo shirt, 5.0 oz 65/35 poly/cotton pique, all colors. Port Authority L500LS or equivalent w/embroidery.				
			SX-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
10.	30	EA	Women's hooded soft shell jacket, all colors. Port Authority L706 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
11.	40	EA	Men's hooded soft shell jacket, all colors. Port Authority J706 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	

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			4XL			\$	
			5XL			\$	
12.	25	EA	Men's wind shirt, all colors. SanMar JST72 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
13.	20	EA	Microfleece vest, all colors, Proper Icon Fleece Vest F5429 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
			4XLT			\$	
			5XLT			\$	
14.	30	EA	Men's 1/2 zip pullover, cadet collar, taped neck, open cuff and sleeve, all colors. Sports Tek ST850 or equivalent w/embroidery.				
			XS-XL			\$	\$

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				2XL		\$	
				3XL		\$	
				4XL		\$	
15.	30	EA	Women's 1/2 zip pullover, cadet collar, taped neck, open cuff and sleeve, all colors. Sports Tek LST850 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
16.	50	EA	Men's Short Sleeve Fishing Shirt, all colors, Magellan Outdoors Men's Aransas Pass, Item #SGMGMF1602 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
17.	30	EA	Long Sleeve Fishing Shirt, all colors, Magellan Outdoors Men's Aransas Pass Item #SGMGMF2602 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	

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18.	50	EA	Flex Fit baseball cap 63/34/3 poly/cotton/twill blend, all colors. Port Authority C865 or equivalent w/embroidery.			\$	\$	
19.	50	EA	Fleece beanie hat, black. Port Authority R-Tek Stretch C900 or equivalent w/embroidery.			\$	\$	
20.	25	EA	Riggers Belt, all colors, all sizes, 1¾" nylon webbing with a 7,000 tensile strength, Forged steel buckle with a 2,000 tensile strength, Hook-and-loop tab keeps buckle secure and prevents catching when not in use Condor RB-001, 002, 003 or equivalent.			\$	\$	
SECTION A - DEPARTMENT OF COMMUNITY SERVICES TOTAL						\$		
SECTION B – TRANSPORTATION								
1.	100	EA	Men's dress uniform shirt, short sleeve, light gray, white, petrol blue, light tan. 4.25 oz. poplin 65polyester/35cotton. Red Kap SP60 or equivalent w/stretch litho transfer or equivalent.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	
				4XL			\$	
			5XL			\$		
2.	100	EA	Men's shirt, short sleeve, heavyweight Henley with pocket, black, sand, charcoal, navy, heather gray. Dickies WS451 or equivalent w/stretch litho transfer or equivalent.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	
				4XL			\$	
			5XL			\$		

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				LT		\$	
				XLT		\$	
				2XLT		\$	
				3XLT		\$	
3.	100	EA	Men's shirt, long sleeve, heavyweight Henley with pocket, black, chocolate brown, dark navy, desert sand, hunter green, heather gray. Dickies WL451 or equivalent w/stretch litho transfer or equivalent.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
				LT		\$	
				XLT		\$	
				2XLT		\$	
				3XLT		\$	
4.	100	EA	Men's short sleeve medium weight Henley with pocket. 100% cotton jersey knit, or blend. Black, bluestone, heather gray, carbon heather, navy, port, desert, hunter green, stream blue, army green. List available sizes and colors below. Carhartt K84 or equivalent w/stretch litho transfer or equivalent.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	

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			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
5.	100	EA	Men's long sleeve medium weight Henley with pocket, 100% cotton jersey knit, or blend. Black, navy, heather gray, desert, bluestone, hunter green, port. Carhartt K128 or equivalent w/stretch litho transfer or equivalent. List available sizes and colors below.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
6.	25	EA	Women's short sleeve medium weight Henley with pocket, 100% cotton jersey knit, or blend w/ stretch litho transfer or equivalent. List available sizes and colors below.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
7.	25	EA	Women's long sleeve medium weight Henley with pocket, 100% cotton jersey knit, or blend w/ stretch litho transfer or equivalent. List available sizes and colors below.				

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			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
8.	25	EA	Men's short sleeve spun polyester pocket polo. Medium blue, khaki, red, white, ash, burgundy, hunter green, navy, royal blue, black. Red Kap SK02 or equivalent w/stretch litho transfer or equivalent.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6XL			\$	
9.	25	EA	Men's short sleeve heavyweight polo shirt, 100% cotton pique, all colors. Port Authority SanMar K420 or equivalent w/stretch litho transfer or equivalent. List colors and sizes available below.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6XL			\$	
10.	100	EA	Men's dress uniform shirt, long sleeve, white, light grey, light tan, petrol blue. Red Kap SP50 or equivalent w/stretch litho transfer or equivalent.				
			XS-XL			\$	\$

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				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
				6XL		\$	
11.	50	EA	Men's shirt, long sleeve, wrinkle-resistant cotton 6 oz. twill, 100% cotton. All colors. Red Kap SC30 or equivalent w/stretch litho transfer or equivalent.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
				6XL		\$	
12.	25	EA	Men's long sleeve polo shirt, 5.0 oz. 65/35 poly/cotton pique, all colors. SanMar K500LS or equivalent w/stretch litho transfer or equivalent.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
				6XL		\$	
13.	20	EA	Women's long sleeve polo shirt, 5.0 oz. 65/35 poly/cotton pique, all colors. Port Authority L500LS or equivalent w/stretch litho transfer or equivalent.				

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			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
14.	20	EA	Women's short sleeve polo shirt, heavyweight cotton pique, 7.0-ounce, 100% ring spun combed cotton, double-needle stitched throughout, traditional, relaxed look, side vents, all colors. Port Authority L420 or equivalent w/stretch litho transfer or equivalent.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
15.	20	EA	Men's short sleeve lightweight, moisture wicking and odor-fighting snag-proof polo 4.4-ounce snag-proof polyester. Black, charcoal, dark green, dark navy, light grey, maroon, red, royal, tan and white. SanMar CS418 or equivalent w/stretch litho transfer or equivalent. List available colors below.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
16.	20	EA	Women's short sleeve lightweight, moisture wicking and odor-fighting snag-proof polo 4.4-ounce snag-proof polyester. Black, charcoal, dark green, dark navy, light grey, maroon, red, royal, tan, and white. SanMar CS419 or equivalent w/stretch litho transfer or equivalent.				

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			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
17.	10	EA	Women's hooded soft shell jacket, all colors. Port Authority L706 or equivalent w/stretch litho transfer or equivalent.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
18.	30	EA	Uni-Sex Rain Jacket, mesh lining, wind resistant, blue, black, yellow. Wear Guard style 832 or equivalent w/stretch litho transfer or equivalent.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
19.	40	EA	Men's hooded soft shell jacket, all colors, Port Authority J706 or equivalent w/stretch litho transfer or equivalent. Sizes should include regular and tall sizes.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	

COMPANY NAME _____

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			5XL			\$	
			6XL			\$	
20.	40	EA	Men's insulated bib overalls, blue, brown. 2-way waist-to-ankle zippers. Red Kap BD30 or equivalent.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
21.	40	EA	Men's uninsulated duck zip-to-thigh bib overalls, quilt lined, all colors. Available in sizes: Waist 30" to 58" with Inseam 28" to 36". Carhartt R41 or equivalent.			\$	\$
					State Oversize's _____	Oversize Charge \$	
22.	40	EA	Men's insulated bib overalls. Brown duck, black, timber brown, 12 oz. sanded duck (or equivalent) brass zippers, 8.0 oz. of insulation with elastic back straps and water repellent. Dickies TB246 or equivalent.				
			M-XL Regular length			\$	\$
			M-XL Short Length			\$	
			M-XL Tall Length			\$	
			2XL Regular length			\$	
			2XL Short length			\$	
			2XL Tall length			\$	
23.	40	EA	Insulated Bib Overall-rinsed brown duck and rinsed black zip to knee, 8.5 oz. sanded duck 100% cotton. Dickies TB244 or equivalent.				

COMPANY NAME _____

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			S-XL Regular			\$	\$
			S-XL Short length			\$	
			S-XL Tall length			\$	
			2XL Regular length			\$	
			2XL Short length			\$	
			2XL Tall length			\$	
			3XL Regular length			\$	
			3XL Short length			\$	
			3XL Tall length			\$	
			4XL Regular length			\$	
			4XL Short length			\$	
			4XL Tall length			\$	
			5XL Regular length			\$	
			5XL Short length			\$	
			5XL Tall length			\$	
24.	20	EA	Men's insulated coveralls with zippered leg, navy, dark brown, and brown duck. Sizes should be available in short, regular, and tall. Dickies TV239 or equivalent.				
			S-XL, Regular length			\$	\$
			2XL, Regular length			\$	
			3XL, Regular length			\$	
			4XL, Regular length			\$	
			5XL, Regular length			\$	
			S-XL, Short length			\$	
			2XL, Short length			\$	
			3XL, Short length			\$	

COMPANY NAME _____

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			4XL, Short length			\$	
			5XL, Short length			\$	
			S-XL, Tall length			\$	
			2XL, Tall length			\$	
			3XL, Tall length			\$	
			4XL, Tall length			\$	
			5XL, Tall length			\$	
25.	5	EA	Men's black nylon flight jacket, Poly fiberfill, 100% nylon water repellent outer shell, ribbed knit collar, cuffs and waistband. Rothco MA-1 or equivalent w/embroidery.				
			XXS - XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6XL			\$	
26.	5	EA	Trucker adjustable snapback hat, all colors, 60/40 cotton/polyester blend with 100% polyester mesh back, Richardson Snapback Trucker hat or equivalent w/embroidery. List all available colors.			\$	\$
27.	100	EA	100% acrylic, stretchable, rib knit fabric beanie hat, black, athletic gold, dark green, maroon, midnight heather, navy, orange, red and royal. Carhartt Watch 2.0 Hat or equivalent w/embroidery. List all available colors.			\$	\$
28.	30	EA	Full brim uniform hat, all colors, S-XL. Columbia Bora Bora II Booney hat or equivalent.			\$	\$
29.	300	EA	Men's Hoodie Sweatshirts, assorted colors, 50% cotton/50% polyester heavy blend with front pockets, Gildan 18500 or equivalent w/ embroidery				

COMPANY NAME _____

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
30.	30	EA	Women's Tunic blouse long sleeve shirt, 4.1-ounce 100% poly crepe, split v-neck, assorted colors, Port Authority LW701 or equivalent w/ embroidery				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
31.	10	EA	Women's short sleeve vented button down fishing gear shirt, 100% tactel quick dry UPF 30 sun protection performance, Columbia Bahama Short-Sleeve Shirt Style #1396551 or equivalent w/ embroidery				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	

COMPANY NAME _____

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			5XL			\$	
32.	10	EA	Women's short sleeve vented button down fishing gear shirt, 100% tactel quick dry UPF 30 sun protection performance, Columbia Tamiami II Short-Sleeve Shirt Style #1275711 or equivalent w/ embroidery				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
33.	10	EA	Women's long sleeve vented button down fishing gear shirt, 100% tactel quick dry UPF 30 sun protection performance, Columbia Sail Tamiami II Long-Sleeve Shirt Style #1275701 or equivalent w/ embroidery				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
34.	20	EA	Men's short sleeve vented button down fishing gear shirt, 100% tactel quick dry UPF 40 sun protection performance, Columbia Tamiami II Short-Sleeve Shirt Style #1011651 or equivalent w/ embroidery				
			XS-XL			\$	\$

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
35.	20	EA	Men's long sleeve vented button down fishing gear shirt, 100% tactel quick dry UPF 50 sun protection performance, Columbia Bahama II Long-Sleeve Shirt Style #1011621 or equivalent w/ embroidery				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
36.	10	EA	Women's Interlock Cardigan, 7.5-ounce, 60/40 cotton/poly blend, shawl collar, reglan sleeves, side seam pockets, assorted colors, Port Authority L807 or equivalent w/ embroidery				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			5XL			\$	
37.	100	EA	Hi-Vis Lightweight Rainwear includes <u>Jacket with hood and Pants</u> , 100% waterproof with stitched and taped seams, class 3 reflective, breathable, yellow color, Uline jacket model S-22970 and pants model S-22971 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
38.	10	EA	Men's lined field jacket, navy and black, Rothco M-65 8527 or equivalent with embroidery				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	

COMPANY NAME _____

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
39.	300	EA	Hi-Vis Class Type R, Class 2 Safety Vest, Cordova VZ241P or equivalent, Price MUST include stretch litho of County logo (2" diameter) with the word "GWINNETT" (5/8" X 3-1/8") in black color, Underneath, placed on FRONT right area of vest, approximately 8-1/2" below shoulder seam closest to neck and 1-3/8" inside vertical reflective tape AND County logo (4-7/8" diameter) with the word "GWINNETT" (1-1/2" x 8") underneath centered on the BACK of vest, in black color. Safety vest must n Lime Green.				
			XS-XL				
			2XL				
			3XL				
			4XL				
40.	15	EA	Men's shirt, short sleeve. All colors. Tru-Spec Ultra-light short sleeve field shirt 1091-1094, or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			LT			\$	
			XLT			\$	
2XLT			\$				

COMPANY NAME _____

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				3XLT		\$	
				4XLT		\$	
				5XLT		\$	
41.	15	EA	Men's ½ zip pullover, cadet collar, taped neck, open cuff and sleeve, all colors. Sports Tek ST850 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
42.	15	EA	Women's ½ zip pullover, cadet collar, taped neck, open cuff and sleeve, all colors. Sports Tek LST850 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
43.	10	EA	High – Visibility Green Class 3 Weatherproof 3-in1 Parka, PU Coated Oxford Polyester Weatherproof Shell, Removable Inner Fleece Jacket with Lined Sleeves, 2" Silver Reflective Material Tape, Four Lower, Fleece Lined Pockets with Zipper, Concealed Attached Hood, and Wrist Cuffs with Closure. Radians #SJ410B or equivalent.				
				XS-XL		\$	\$
				2XL		\$	

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				3XL		\$	
				4XL		\$	
				5XL		\$	
44.	10	EA	Men's insulated bib coveralls, blue, Red Kap BD30 or equivalent w/ patch (DOT will supply patches to vendor).				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
SECTION B – DEPARTMENT OF TRANSPORTATION - TOTAL						\$	
SECTION C – SUPPORT SERVICES							
1.	300	EA	Men's short sleeve polo shirt, 65/35 cotton/poly, all colors, Port Authority K500, or equivalent with embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
2.	60	EA	Women's short sleeve polo shirt, 65/35 cotton/poly, all colors, Port Authority L500, or equivalent with embroidery.				
				XS-XL		\$	\$
				2XL		\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				3XL		\$	
				4XL		\$	
				5XL		\$	
3.	50	EA	Flex-fit baseball cap, 63/34/3 poly/cotton/twill, all colors, Port Authority C865 or equivalent with embroidery. Sizes should include small/medium and large.			\$	\$
4.	75	EA	Fleece beanie hat, black, athletic gold, dark green, maroon, midnight heather, navy, orange, red and royal. Port Authority R-Tek Stretch C900 or equivalent w/embroidery. List all available colors.			\$	\$
5.	25	EA	Men's hooded soft-shell jacket, black, SanMar J706 or equivalent with embroidery. Sizes should include regular and tall sizes.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
6.	100	EA	Men's shirt, short sleeve, button-up, khaki, black, Red Kap ST62 or equivalent with embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
7.	10	EA	Men's short sleeve polo shirt, 100% cotton, all colors, SanMar K420 or equivalent with embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
8.	25	EA	Men's Long Sleeve Poplin dress shirt, all colors, Edwards 1280, or equivalent with embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
9.	10	EA	Women's Long Sleeve Poplin dress shirt, all colors, Edwards 5273, or equivalent with embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
10.	100	EA	Men's Long sleeve polo shirts, 65/35 poly/cotton, all colors, Port Authority K500LS, or equivalent with embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
11.	50	EA	Women's long sleeve polo shirt, 5.0 oz 65/35 poly/cotton pique, all colors. Port Authority L500LS or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
12.	50	EA	Hi-Vis Class Type R, Class 2 Safety Vest, Cordova VZ241P or equivalent, Price MUST include stretch litho of County logo (2" diameter) with the word "GWINNETT" (5/8" X 3-1/8") Underneath, placed on FRONT right area of vest, approximately 8-1/2" below shoulder seam closest to neck and 1-3/8" inside vertical reflective tape AND County logo (4-7/8" diameter) with the word "GWINNETT" (1-1/2" x 8") underneath centered on the BACK of vest.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			5XL			\$	
SECTION C DEPARTMENT OF SUPPORT SERVICES - TOTAL						\$	
SECTION D – WATER RESOURCES							
1.	75	EA	Men’s shirt, short sleeve, textured polo with wicking, all colors. SanMar Port Authority K110 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
5XL			\$				
2.	500	EA	Men’s short sleeve polo shirt, 100% cotton, all colors. SanMar K420 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
5XL			\$				
3.	75	EA	Supervisor’s Oxford Shirt, all colors. Edwards ED1280 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
3XL			\$				

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			4XL			\$	
			5XL			\$	
4.	50	EA	Women's short sleeve polo shirt, 100% cotton, all colors. SanMar L420 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
5.	50	EA	Women's moisture wick, open v-neck shirt, all colors, 100% polyester. SanMar Part Authority L540 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
6.	400	EA	Full Zip Water-Resistant Sweatshirt, 100% cotton, all colors. Wear Guard, ProWeight DEF-21234, or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
7.	50	EA	Ladies' Oxford Wrinkle-Free Long Sleeve Blouse, all colors, 60% Cotton / 40% Polyester, soft collar, and Taped Seams. Edwards #5978 or equivalent w/ embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
8.	150	EA	Men's insulated coveralls with zippered leg, navy, dark brown. Dickey TV239 or equivalent w/patch.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
9.	140	EA	Men's insulated bib overalls, blue. Red Kap BD30 or equivalent w/patch.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
10.	400	EA	Windbreaker, hooded, Slash hand warmer pockets & one inside pocket. Zip front. Elastic cuffs w/ drawstring bottom. Fully lined. Nylon ripstop w/Polyurethane Coating, Lining: 100% Polyester Fleece, water repellent, NAVY. Dickies 33237 or equivalent w/patch.				
			XS-XL			\$	\$

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
11.	100	EA	High – Visibility Green Class 3 Weatherproof 3-in1 Parka, PU Coated Oxford Polyester Weather-Proof Shell, Removable Inner Fleece Jacket with Lined Sleeves, 2” Silver Reflective Material Tape, Four Lower, Fleece Lined Pockets with Zipper, Concealed Attached Hood, and Wrist Cuffs with Closure. Radians #SJ410B or equivalent.			\$	\$
12.	50	EA	Full brim uniform hat, all colors, S-XL. Columbia Bora Bora II Booney hat or equivalent.			\$	\$
13.	150	EA	High Viz Class E Sealed Waterproof Safety Pants. 300 denier yellow oxford polyester upper portion for visibility and darker loader portion to hide dirt. Elastic waist band with slash pockets for easy access to pant w/ Class E stripe configuration. Radians SP41 or equivalent.				
				M-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
				6XL		\$	
14.	900	EA	Aramark ColdPruf Enthusiast Knit Thermal Shirt, 100% Polypropylene or 65% Polyester and 35% cotton, moisture wicking, lightweight, self-fabric ribbed cuffs on wrist, flat-seam construction, crew neck, extended tall for superior coverage black – Aramark #DEF-95114 or equivalent.				
				M-XL		\$	\$

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6XL			\$	
SECTION D – DEPARTMENT OF WATER RESOURCES TOTAL						\$	
SECTION E - PLANNING AND DEVELOPMENT							
1.	55	EA	Windbreaker, hooded, Slash hand warmer pockets & one inside pocket. Zip front. Elastic cuffs w/ drawstring bottom. Fully lined. Nylon ripstop w/Polyurethane Coating, Lining: 100% Polyester Fleece, water repellent, all colors. Dickies 33237 or equivalent w/patch.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
2.	60	EA	Men's short sleeve button down shirt, royal/classic navy (list all available colors). Port Authority S508 or equivalent w/embroidery				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
			4XLT			\$	
			5XLT			\$	
3.	70	EA	Men's long sleeve button down shirt, royal/classic navy (list all available colors). Port Authority S608 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
			4XLT			\$	
			5XLT			\$	
4.	70	EA	Men's short-sleeve pique polo shirt with pocket, royal blue (list all available colors). Edwards 1505 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				4XL		\$	
				5XL		\$	
				LT		\$	
				XLT		\$	
				2XLT		\$	
				3XLT		\$	
				4XLT		\$	
				5XLT		\$	
5.	25	EA	Men's jacket, true royal/true navy (list all available colors). Port Authority Challenger Jacket (J754) or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				5XL		\$	
				LT		\$	
				XLT		\$	
				2XLT		\$	
				3XLT		\$	
				4XLT		\$	
				5XLT		\$	
6.	170	EA	Men's shirt, short sleeve, moisture-wicking breathable mesh polo, all colors. SanMar Port Authority K110 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	

COMPANY NAME _____

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			3XL			\$	
			4XL			\$	
			5XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
			4XLT			\$	
			5XLT			\$	
7.	120	EA	Men's shirt, long sleeve, moisture-wicking breathable mesh polo, all colors. SanMar Port Authority K110LS or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
			4XLT			\$	
			5XLT			\$	

COMPANY NAME _____

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
8.	25	EA	Lined field jacket, navy. Rothco M-65 8527 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
			4XLT			\$	
			5XLT			\$	
9.	22	EA	Men's UFX Tactical Polo shirt LONG-Sleeve, embroidered - Gwinnett logo + Code Enforcement, Color - French blue, white, all colors, Fabric: 100% Polyester Swiss Pique Knit Weight: 7.25 oz./sq. yard, Comfort cut allows for wear over body armor, Permanent Nano Wicking technology pulls moisture away from the body for quick-dry comfort, Antimicrobial technology, UV protection reduces sun damage, No-curl knit collar with internal stays, Dual mic shoulder pockets and center mic loop, Side panels for improved mobility and comfort, Hidden pen pocket on sleeve, Tagless neck, Accepts embroidery and silk screening, SKUs: K5140, K5141, K5142, K5143, K5144, K5145, K5146, K5148, K5149, K5151, Elbeco OR Equivalent.				
			XS-XL			\$	\$
			2XL			\$	

COMPANY NAME _____

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6 XL			\$	
10.	50	EA	Men's UFX Tactical Polo shirt SHORT Sleeve, Embroidered - Gwinnett logo + Code Enforcement, Colors - French blue, white, all colors, Fabric: 100% Polyester Swiss Pique Knit Weight: 7.25 oz./sq. yard, Comfort cut allows for wear over body armor, Permanent Nano Wicking technology pulls moisture away from the body for quick-dry comfort, Antimicrobial technology, UV protection reduces sun damage, No-curl knit collar with internal stays, Dual mic shoulder pockets and center mic loop, Side panels for improved mobility and comfort, Hidden pen pocket on sleeve, Tagless neck, Accepts embroidery and silk screening SKUs: K5130, K5131, K5132, K5133, K5134, K5135, K5136, K5137, K5138, K5139, K5152, Elbeco or equivalent.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6 XL			\$	

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE	
11.	20	EA	Women's UFX Tactical Polo shirt LONG-Sleeve, Embroidered - Gwinnett logo + Code Enforcement, Colors - French blue, white, all colors, Fabric: 100% Polyester Swiss Pique Knit Weight: 7.25 oz./sq. yard, Comfort cut allows for wear over body armor, Permanent Nano Wicking technology pulls moisture away from the body for quick-dry comfort, Antimicrobial technology, UV protection reduces sun damage, No-curl knit collar with internal stays Dual mic shoulder pockets and center mic loop, Side panels for improved mobility and comfort, Hidden pen pocket on sleeve, Tagless neck, Accepts embroidery and silk screening, SKUs: K5180LC, K5181LC, K5182LC, K5184LC, K5188LC, K5189LC, Elbeco or equivalent.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	
				4XL			\$	
12.	25	EA	Women's UFX Tactical Polo shirt SHORT-Sleeve, Embroidered - Gwinnett logo + Code Enforcement Colors - French blue, white, all colors, Fabric: 100% Polyester Swiss Pique Knit Weight: 7.25 oz./sq. yard, Comfort cut allows for wear over body armor Permanent Nano Wicking technology pulls moisture away from the body for quick-dry comfort, antimicrobial technology, UV protection reduces sun damage, No-curl knit collar with internal stays, Dual mic shoulder pockets and center mic loop, Side panels for improved mobility and comfort, Hidden pen pocket on sleeve Tagless neck, Accepts embroidery and silk screening SKUs: K5170LC, K5171LC, K5172LC, K5174LC, K5177LC, K5178LC, K5179LC, K5162LC, Elbeco or equivalent.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	

COMPANY NAME _____

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BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			4XL			\$	
SECTION E – DEPARTMENT OF PLANNING AND DEVELOPMENT TOTAL						\$	
SECTION F – DEPARTMENT OF COMMUNICATIONS							
1.	1	EA	All-Season II Jacket, red, blue, black, or navy, Port Authority Model #J304 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
4XL			\$				
2.	1	EA	Ladies All-Season II Jacket, red, blue, black, or navy, Port Authority Model #L304 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
4XL			\$				
3.	2	EA	Long Sleeve Easy Care Shirt, Port Authority Model# S608 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
4XL			\$				
4.	2	EA	Ladies Long Sleeve Easy Care Shirt, Port Authority Model #L608 or equivalent				
			XS-XL			\$	\$

COMPANY NAME _____

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			2XL			\$	
			3XL			\$	
			4XL			\$	
5.	1	EA	Men's 1/4-Zip pullover, Charcoal Grey Heather, Sport-Tek Sport-Wick Stretch Pullover Model#ST850 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
6.	1	EA	Ladies 1/4-Zip pullover, Charcoal Grey Heather, Sport-Tek Sport-Wick Stretch Pullover Model#LST850 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
7.	2	EA	Ladies Heavyweight Cotton Pique Polo, Port Authority Model# L420 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
8.	2	EA	Ladies Dry Zone UV Micro-Mesh Polo, Port Authority Model#LK110 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
9.	2	EA	Men's Dry Zone UV Micro-Mesh Polo, Port Authority Model#LK110 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
10.	2	EA	Ladies Silk Touch Performance Long Sleeve Polo, Port Authority Model#L540LS or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
11.	1	EA	Ladies Interlock Cardigan, Port Authority Model#L807 or equivalent				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
12.	1	EA	Ladies SuperPro Oxford Shirt, Port Authority Model#L658				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
SECTION F – DEPARTMENT OF COMMUNICATIONS TOTAL						\$	

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE	
SECTION G – DEPARTMENT OF INFORMATION TECHNOLOGY								
1.	50	EA	Men's short sleeve polo shirt, 4.4 oz snag proof 100% polyester, all colors. Cornerstone CS418 and TLCS418 or equivalent w/embroidery.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	
				4XL			\$	
				LT			\$	
				XLT			\$	
				2XLT			\$	
				3XLT			\$	
4XLT			\$					
2.	10	EA	Men's short sleeve polo shirt, 6.6 oz 100% snag proof polyester, all colors. Cornerstone CS412 and TLCS412 or equivalent w/embroidery.					
				XS-XL			\$	\$
				2XL			\$	
				3XL			\$	
				4XL			\$	
				5XL			\$	
				6XL			\$	
				LT			\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				XLT		\$	
				2XLT		\$	
				3XLT		\$	
				4XLT		\$	
3.	10	EA	Men's long sleeve button down shirt, all colors. Port Authority S608 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	
				LT		\$	
				XLT		\$	
				2XLT		\$	
				3XLT		\$	
				4XLT		\$	
4.	1	EA	Men's hooded soft shell jacket, 96/4 poly/spandex, water resistant, 100% polyester microfleece, all colors. Port Authority J706 or equivalent w/embroidery.				
				XS-XL		\$	\$
				2XL		\$	
				3XL		\$	
				4XL		\$	

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
5.	1	EA	Men's core soft shell jacket, 100% polyester microfleece, waterproof, all colors. Port Authority J317 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6XL			\$	
6.	15	EA	Women's short sleeve polo shirt, 4.4 oz snag proof 100% polyester, all colors. Cornerstone CS419 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6XL			\$	
7.	5	EA	Women's long sleeve button down shirt, all colors. Port Authority L608 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	

COMPANY NAME _____

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
8.	1	EA	Women's hooded soft shell jacket, 96/4 poly/spandex, water resistant, 100% polyester microfleece, all colors. Port Authority L706 or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
9.	100	EA	Men's long sleeve silk touch polo, 5 oz, 65/35 poly/cotton pique, 3-button placket, all colors. Cornerstone K500LS and TLK500LS or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
			5XL			\$	
			6XL			\$	
			LT			\$	
			XLT			\$	
			2XLT			\$	
			3XLT			\$	
			4XLT			\$	

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
10.	40	EA	Women's long sleeve silk touch polo, 5 oz, 65/35 poly/cotton pique, 3-button placket, all colors. Cornerstone L500LS or equivalent w/embroidery.				
			XS-XL			\$	\$
			2XL			\$	
			3XL			\$	
			4XL			\$	
SECTION G – DEPARTMENT OF INFORMATION TECHNOLOGY TOTAL						\$	
SECTION H – Pants/Shorts/Misc. – ALL DEPARTMENTS							
1.	250	EA	Men's pants, 65/35 poly/cotton ripstop, all colors. Tru-Spec 24-7 Series Original Tactical Pant or equivalent. Sizes should include range from 28" – 48" waist.			\$	\$
						State Oversize's _____	Oversize Charge \$
2.	180	EA	Men's industrial pants, black, charcoal gray, navy, khaki. Red Kap PT10 or equivalent. **All pants MUST be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
3.	50	EA	Men's twill pants, khaki, navy. Red Kap PT62 or equivalent. **All pants MUST be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
4.	35	EA	Men's flat front pants, Wear Guard WorkPro Premium Fit Style 20269 or equivalent. **All pants MUST be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$

COMPANY NAME _____

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
5.	30	EA	Men's work pants, 7.5 oz. Twill, 65% Polyester/35% Cotton Blend. Navy, black, tan, spruce green, postman blue, grey, charcoal and brown. Red Kap PC20 or equivalent. Waist sizes 28"-62". Length from 29"- 37". **All pants MUST be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
6.	10	EA	Men's industrial work pants. Black, brown, charcoal, khaki, navy and spruce green. Red Kap PT20 or equivalent. Waist sizes 28" - 60". Length from 29" - 37". **All pants MUST be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
7.	300	EA	Men's BDU pants, Rothco 7971 (black), 7901 (Khaki), and 7838 (all other colors) or equivalent, 65/35 poly/cotton, Short (26 1/2"-29 1/2"), regular (29 1/2" - 32 1/2") & Long (32 1/2" - 35 1/2") Lengths. XS - 8XL (23"W -71"W). List colors and sizes they are available in.				
			XS-XL, (23"-43") Waist, Short Length			\$	\$
			2XL (43" - 47") Waist, Short Length			\$	
			3XL (47" - 51") Waist, Short Length			\$	
			4XL (51" - 55") Waist, Short Length			\$	
			5XL (55" - 59") Waist, Short Length			\$	
			6XL (59" - 63") Waist, Short Length			\$	
			7XL (63" - 66") Waist, Short Length			\$	
			8XL (66" - 71") Waist, Short Length			\$	
			XS-XL, (23"-43") Waist, Regular Length			\$	
			2XL (43" - 47") Waist, Regular Length			\$	
			3XL (47" - 51") Waist, Regular Length			\$	

COMPANY NAME _____

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			4XL (51" - 55") Waist, Regular Length			\$	
			5XL (55" - 59") Waist, Regular Length			\$	
			6XL (59" - 63") Waist, Regular Length			\$	
			7XL (63" - 66") Waist, Regular Length			\$	
			8XL (66" - 71") Waist, Regular Length			\$	
			XS-XL, (23"-43") Waist, Long Length			\$	
			2XL (43" - 47") Waist, Long Length			\$	
			3XL (47" - 51") Waist, Long Length			\$	
			4XL (51" - 55") Waist, Long Length			\$	
			5XL (55" - 59") Waist, Long Length			\$	
			6XL (59" - 63") Waist, Long Length			\$	
			7XL (63" - 66") Waist, Long Length			\$	
			8XL (66" - 71") Waist, Long Length			\$	
8.	300	EA	Men's BDU pants, 100% cotton (rip stop), Rothco 5923 (black), 5941(khaki, navy blue), and Rothco 5935 (Olive Drab) or equivalent.				
			All sizes and lengths. Short is 26 1/2" - 29 1/2" Long, Regular is 29 1/2" to 32 1/2" long, Long is 32 1/2" - 35 1/2" long.				
			XS-XL, (23"-43") Waist, Regular Length			\$	
			2XL (43" - 47") Waist, Regular Length			\$	
			3XL (47" - 51") Waist, Regular Length			\$	
			4XL (51" - 55") Waist, Regular Length			\$	
			XS-XL, (23"-43") Waist, Short Length			\$	
			2XL (43" - 47") Waist, Short Length			\$	
			3XL (47" - 51") Waist, Short Length			\$	
			4XL (51" - 55") Waist, Short Length			\$	

COMPANY NAME _____

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			XS-XL, (23"-43") Waist, Long Length			\$	
			2XL (43" - 47") Waist, Long Length			\$	
			3XL (47" - 51") Waist, Long Length			\$	
			4XL (51" - 55") Waist, Long Length			\$	
9.	70	EA	Men's pants, khaki, 100% cotton, 5.11 Tactical Pants 74251 or equivalent. Waist sizes 28"-54". Length from 30"-38". **All pants MUST be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
10.	50	EA	Men's Tactical Taclite Pro pants/ BDU Pants, Sizes 28-54, hemmed Color - Dark navy, all colors, 6.14 oz ripstop, 65% polyester/35% cotton fabric, Expandable waist, Teflon finish repels moisture, stains, dirt, Double thick seat and knees, Diamond gusset added to crotch, YKK zipper & Prym snaps, Expandable Waist, 5.11 Tactical #74273 or equivalent.			\$	\$
						State Oversize's _____	Oversize Charge \$
11.	6	EA	Men's Tactical Taclite Pro shorts 9.5" Inseam Sizes 28-44, Color - Dark navy, all colors, 6.14 oz ripstop, 65% polyester, 35% cotton fabric, Teflon finish repels moisture, stains, dirt, Fade and wrinkle resistant, Extra deep front pockets, YKK zippers, Prym snaps, Triple stitch reinforcements, 5.11 Tactical #73287 or equivalent.			\$	\$
						State Oversize's _____	Oversize Charge \$
12.	40	EA	Women's 5.11 Tactical TacLite Pro Ripstop Pants Sizes 2-20, Color - Dark navy, all colors, 6.14 oz ripstop, 65% polyester/35% cotton fabric, Fade and wrinkle-resistance, Action Waistband, Teflon finish repels moisture, stains, dirt, Double reinforced seat and knees, fully gusseted crotch, YKK zipper & Prym snaps, 7 pockets, 5.11 Tactical #64360 or equivalent.			\$	\$

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ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
				State Oversize's _____		Oversize Charge \$	
13.	6	EA	Women's 5.11 Tactical Taclite Pro Ripstop shorts, 9" Inseam, Size 2-20, Color - Dark navy, all colors, 6.14 oz ripstop, 65% polyester, 35% cotton fabric, Teflon finish repels moisture, stains, dirt, Fade and wrinkle resistant, Extra deep front pockets, YKK zippers, Prym snaps, Triple stitch reinforcements, 5.11 Tactical #63071 or equivalent.			\$	\$
				State Oversize's _____		Oversize Charge \$	
14.	110	EA	Men's shorts, 100% cotton, all colors. 5.11 Tactical 9" Short 73285 or equivalent. Waist sizes 28"-54", 9" inseam.			\$	\$
				State Oversize's _____		Oversize Charge \$	
15.	200	EA	Men's shorts, 65/35 poly/cotton ripstop, khaki all colors. Tru-Spec 24-7 Series Original Tactical Shorts or equivalent. Waist sizes 28"-54", 9" inseam.			\$	\$
				State Oversize's _____		Oversize Charge \$	
16.	30	EA	Men's rain pants, black, Tru-Spec 2046 Proof ECWCS or equivalent. Sizes should include regular and tall sizes.				
			XS-XL regular length			\$	\$
			2XL regular length			\$	
			3XL regular length			\$	
			4XL regular length			\$	
			5XL regular length			\$	
			M-XL Long length			\$	
2XL Long length			\$				

COMPANY NAME _____

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 BID SCHEDULE**

ITEM #	EST. ANNUAL QTY.	UNIT	DESCRIPTION	MANUF. & NO.	DELIVERY A.R.O.	UNIT PRICE	TOTAL PRICE
			3XL Long length			\$	
			4XL Long length			\$	
			5XL Long length			\$	
17.	30	EA	Women's flat front pants, black, navy, khaki, Wear Guard WorkPro Premium Fit Style #2062 or equivalent. Women's regular, petite and long lengths in sizes 6-18. **Pants <u>MUST</u> be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
18.	75	EA	Women's twill pants, 7.5 oz. Twill 65%Poly/35%Cotton, black, navy, khaki, Red Kap PT39 or equivalent. Women's regular, petite, and long lengths in sizes 6-18. **Pants <u>MUST</u> be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
19.	30	EA	Women's twill pants 8 oz. Twill 65%Poly/35%Cotton, black, navy, khaki, Red Kap PT21 or equivalent. Women's regular, petite, and long lengths in sizes 6-18. **Pants <u>MUST</u> be hemmed			\$	\$
						State Oversize's _____	Oversize Charge \$
20.	30	EA	Women's pants, 65/35 poly/cotton ripstop, all colors. Tru-Spec 24-7 Series Original Tactical Pant or equivalent. Sizes should include range from 28" - 48" waist.			\$	\$
						State Oversize's _____	Oversize Charge \$
SECTION F ALL DEPARTMENTS - TOTAL						\$	

State one-time charge for artwork of new logos \$ _____

**State charge (if any) for hemming of pants \$ _____

COMPANY NAME _____

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Total Section A – COMMUNITY SERVICES	\$
Total Section B – TRANSPORTATION	\$
Total Section C – SUPPORT SERVICES	\$
Total Section D – WATER RESOURCES	\$
Total Section E – PLANNING AND DEVELOPMENT	\$
Total Section F – COMMUNICATIONS	\$
Total Section G – INFORMATION TECHNOLOGY	\$
Total Section H – ALL DEPARTMENTS	\$
Total Sections A-H	\$

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BID SCHEDULE

Gwinnett County requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for Gwinnett County to declare bid non-responsive. Contract to begin upon approval by the Board of Commissioners.

Unless otherwise noted, quoted prices will remain firm for four (4) additional 12-month periods. If a percentage increase/decrease is a part of the renewal options, please note this in the space provided together with an explanation.

Renewal Option 1:	_____ % Increase	_____ % Decrease	Explanation _____
Renewal Option 2:	_____ % Increase	_____ % Decrease	Explanation _____
Renewal Option 3:	_____ % Increase	_____ % Decrease	Explanation _____
Renewal Option 4:	_____ % Increase	_____ % Decrease	Explanation _____

Certification Of Non-Collusion in Bid Preparation _____
Signature Date

In compliance with the attached specifications, the undersigned acknowledges all requirements outlined in the "Instructions to Vendors" and all documents referred to therein, if this bid is accepted by the Board of Commissioners within ninety (90) days of the date of bid opening, to furnish any or all of the items upon which prices are bid, at the price set opposite each item bid, delivered to the designated point(s) within the time specified in the bid schedule. By submission of this bid, I understand that Gwinnett County uses Electronic Payments for remittance of goods and services. Vendors should select their preferred method of electronic payment upon notice of award. For more information on electronic payments, please refer to the Electronic Payment information in the instructions to vendors.

Legal Business Name _____

Address _____

Does your company currently have a location within Gwinnett County? Yes No

Representative Signature _____

Printed Name _____

Telephone Number _____ Fax Number _____

E-mail address _____

FAILURE TO RETURN THIS PAGE AS PART OF YOUR BID DOCUMENT MAY RESULT IN REJECTION OF BID.

REFERENCES

Gwinnett County requests a minimum of three (3) references where work of a similar size and scope has been completed.

Note: References should be customized for each project, rather than submitting the same set of references for every project bid. The references listed should be of similar size and scope of the project being bid on. Do not submit a project list in lieu of this form.

1. Company Name _____
Brief Description of Project _____
Completion Date _____
Contract Amount \$ _____ Start Date _____
Contact Person _____ Telephone _____
E-Mail Address _____

2. Company Name _____
Brief Description of Project _____
Completion Date _____
Contract Amount \$ _____ Start Date _____
Contact Person _____ Telephone _____
E-Mail Address _____

3. Company Name _____
Brief Description of Project _____
Completion Date _____
Contract Amount \$ _____ Start Date _____
Contact Person _____ Telephone _____
E-Mail Address _____

Company Name _____

STANDARD INSURANCE REQUIREMENTS (For projects less than \$1,000,000)

1. Statutory Workers' Compensation Insurance
 - (a) Employers Liability:
 - ✓ Bodily Injury by Accident - \$100,000 each accident
 - ✓ Bodily Injury by Disease - \$500,000 policy limit
 - ✓ Bodily Injury by Disease - \$100,000 each employee

2. Commercial General Liability Insurance
 - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
 - (b) The following additional coverage must apply:
 - ✓ 1986 (or later) ISO Commercial General Liability Form
 - ✓ Dedicated Limits per Project Site or Location (CG 25 03 or CG 25 04)
 - ✓ Additional Insured Endorsement (Form B CG 20 10 with a modification for completed operations or a separate endorsement covering Completed Operations)
 - ✓ Blanket Contractual Liability
 - ✓ Broad Form Property Damage
 - ✓ Severability of Interest
 - ✓ Underground, explosion, and collapse coverage
 - ✓ Personal Injury (deleting both contractual and employee exclusions)
 - ✓ Incidental Medical Malpractice
 - ✓ Hostile Fire Pollution Wording

3. Auto Liability Insurance
 - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
 - (b) Comprehensive form covering all owned, non-owned, leased, hired, and borrowed vehicles
 - (c) Additional Insured Endorsement
 - (d) Contractual Liability

4. Umbrella Liability Insurance - \$1,000,000 limit of liability
 - (a) The following additional coverage must apply
 - ✓ Additional Insured Endorsement
 - ✓ Concurrency of Effective Dates with Primary
 - ✓ Blanket Contractual Liability
 - ✓ Drop Down Feature
 - ✓ Care, Custody, and Control - Follow Form Primary
 - ✓ Aggregates: Apply Where Applicable in Primary
 - ✓ Umbrella Policy must be as broad as the primary policy

5. Gwinnett County Board of Commissioners (and any applicable Authority) should be shown as an additional insured on General Liability, Auto Liability and Umbrella Liability policies.

6. The cancellation should provide 10 days notice for nonpayment and 30 days notice of cancellation.

7. Certificate Holder should read:
 - Gwinnett County Board of Commissioners
 - 75 Langley Drive
 - Lawrenceville, GA 30046-6935

8. Insurance Company, except Worker' Compensation carrier, must have an A.M. Best Rating of A-5 or higher. Certain Workers' Comp funds may be acceptable by the approval of the Insurance Unit. European markets including those based in London and domestic surplus lines markets that operate on a non-admitted basis are exempt from this requirement provided that the contractor's broker/agent can provide financial data to establish that a market is equal to or exceeds the financial strengths associated with the A.M. Best's rating of A-5 or better.

9. Insurance Company should be licensed to do business by the Georgia Department of Insurance.

10. Certificates of Insurance, and any subsequent renewals, must reference specific bid/contract by project name and project/bid number.
11. The Contractor shall agree to provide complete certified copies of current insurance policy (ies) or a certified letter from the insurance company (ies) if requested by the County to verify the compliance with these insurance requirements.
12. All insurance coverages required to be provided by the Contractor will be primary over any insurance program carried by the County.
13. Contractor shall incorporate a copy of the insurance requirements as herein provided in each and every subcontract with each and every Subcontractor in any tier, and shall require each and every Subcontractor of any tier to comply with all such requirements. Contractor agrees that if for any reason Subcontractor fails to procure and maintain insurance as required, all such required Insurance shall be procured and maintained by Contractor at Contractor's expense.
14. No Contractor or Subcontractor shall commence any work of any kind under this Contract until all insurance requirements contained in this Contract have been complied with and until evidence of such compliance satisfactory to Gwinnett County as to form and content has been filed with Gwinnett County. **The Acord Certificate of Insurance or a preapproved substitute is the required form in all cases where reference is made to a Certificate of Insurance or an approved substitute.**
15. The Contractor shall agree to waive all rights of subrogation against the County, the Board of Commissioners, its officers, officials, employees, and volunteers from losses arising from work performed by the contractor for the County.
16. Special Form Contractors' Equipment and Contents Insurance covering owned, used, and leased equipment, tools, supplies, and contents required to perform the services called for in the Contract. The coverage must be on a replacement cost basis. The County will be included as a Loss Payee in this coverage for County owned equipment, tools, supplies, and contents.
17. The Contractor shall make available to the County, through its records or records of their insurer, information regarding a specific claim related to any County project. Any loss run information available from the contractor or their insurer relating to a County project will be made available to the County upon their request.
18. Compliance by the Contractor and all subcontractors with the foregoing requirements as to carrying insurance shall not relieve the Contractor and all Subcontractors of their liability provisions of the Contract.
19. The Contractor and all Subcontractors are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, and any other laws that may apply to this Contract.
20. The Contractor shall at a minimum apply risk management practices accepted by the contractors' industry.



CODE OF ETHICS AFFIDAVIT

PLEASE RETURN THIS FORM COMPLETED WITH YOUR SUBMITTAL. SUBMITTED FORMS ARE REQUIRED PRIOR TO EVALUATION.

In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected officials whom it employs or who have a direct or indirect pecuniary interest in or with the bidder/proposer, its affiliates or its subcontractors:

1. _____
Company Submitting Bid/Proposal

2. Please select one of the following:
- No information to disclose (*complete only section 4 below*)
 - Disclosed information below (*complete section 3 & section 4 below*)

3. If additional space is required, please attach list:

_____	_____
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
_____	_____
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name

4. BY: _____
Authorized Officer or Agent Signature

Sworn to and subscribed before me this
_____ day of _____, 20____

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent of Contractor

Notary Public

(seal)

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at www.gwinnettcountry.com



CONTRACTOR AFFIDAVIT AND AGREEMENT

(THIS FORM SHOULD BE FULLY COMPLETED AND RETURNED WITH YOUR SUBMITTAL)

By executing this affidavit, the undersigned contractor verifies its compliance with The Illegal Immigration Reform Enhancements for 2013, stating affirmatively that the individual, firm, or corporation which is contracting with the Gwinnett County Board of Commissioners 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, in accordance with the applicability provisions and deadlines established therein.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services or the performance of labor pursuant to this contract with the Gwinnett County Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with the Illegal Immigration Reform and Enforcement Act 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 Gwinnett County Board of Commissioners at the time the subcontractor(s) is retained to perform such service.

E-Verify * User Identification Number

Date Registered

Legal Company Name

Street Address

City/State/Zip Code

BY: _____
Authorized Officer or Agent
(Contractor Signature)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

Notary Public
My Commission Expires: _____

For Gwinnett County Use Only:
Document ID # _____
Issue Date: _____
Initials: _____

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is "E-Verify" 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).



Gwinnett
Community Services



Gwinnett
Planning &
Development



Gwinnett
Support Services



Gwinnett
Transportation



Gwinnett
Water Resources



Gwinnett
Information
Technology



Gwinnett



RIDE
Gwinnett

EMBROIDERY THREAD COLORS

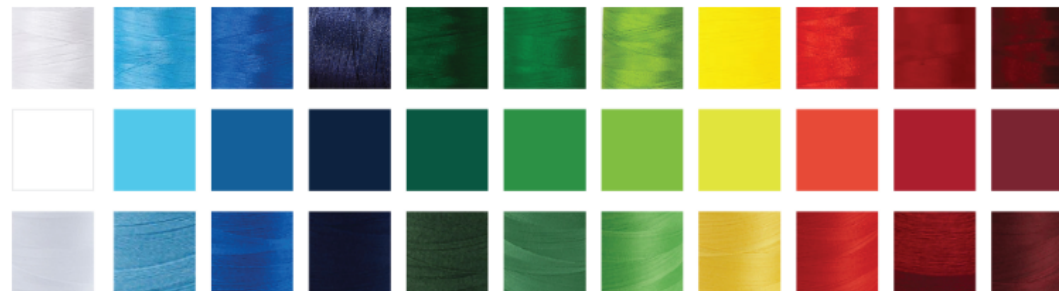
THREAD COMPANIES

If the company embroidering your apparel uses a thread brand other than those listed in the chart below, please contact your [Communications liaison](#) so thread colors can be chosen from that company's thread selections.

	PANTONE	MADEIRA POLY	GUNOLD POLY
1. WHITE		918-1801 Super White	61002 Soft White
2. LIGHT BLUE	305	918-1827 Swimming Pool Blue	61249 Cornflower Blue
3. MID BLUE	7691	918-1733 Blue Jay	61076 Royal Blue
4. DARK BLUE	289	919-1967 Dark Denim	61197 Medium Navy
5. DARK GREEN	7484	918-1751 Emerald Isle Green	61454 Dark Green
6. MID GREEN	7740	718-6988 Kelly Green	61101 True Green
7. LIGHT GREEN	376	911-1469 Granny Smith	61510 Lime Green
8. MID YELLOW	387	918-1883 Fluorescent Yellow	61023 Yellow
9. LIGHT RED	7414	1637 Cinnamon Candy	61392 Internat'l Orange
10. MID RED	187	1747 Candy Apple Red	61399 Dark Lipstick Red
11. DARK RED*	188	918-1638 Barn Red	N/A*

NOTE: If using a full-color logo, "Gwinnett" and the department or division name may either be in the dark blue or in white. If a department or division name is needed, the embroidery or apparel company can not add the name below. They must use the official logo lockup for that department or division.

*Dark red is only used in Fire and Emergency Services' tri-red logo. If this version of the logo is being embroidered, the Madeira thread colors must be used to show distinct differences in the three reds.



QUESTIONS? CONTACT YOUR [COMMUNICATIONS LIAISON](#) OR EMAIL BRANDINTEGRITY@GWINNETTCOUNTY.COM



FAILURE TO RETURN THIS PAGE MAY RESULT IN REMOVAL OF YOUR COMPANY FROM COMMODITY LISTING.

BL161-23

Buyer Initials: CW

IF YOU DESIRE TO SUBMIT A "NO BID" IN RESPONSE TO THIS PACKAGE, PLEASE INDICATE BY CHECKING ONE OR MORE OF THE REASONS LISTED BELOW AND EXPLAIN.

- Do not offer this product or service; remove us from your bidder's list for this item only.
- Specifications too "tight"; geared toward one brand or manufacturer only.
- Specifications are unclear.
- Unable to meet specifications
- Unable to meet bond requirements
- Unable to meet insurance requirements
- Our schedule would not permit us to perform.
- Insufficient time to respond.
- Other

COMPANY NAME _____

AUTHORIZED REPRESENTATIVE _____
SIGNATURE

**GWINNETT COUNTY
DEPARTMENT OF FINANCIAL SERVICES – PURCHASING DIVISION
GENERAL INSTRUCTIONS FOR VENDORS, TERMS AND CONDITIONS**

*****ATTENTION*****

FAILURE TO RETURN THE FOLLOWING DOCUMENTS MAY RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND AUTOMATIC REJECTION. THE COUNTY SHALL BE THE SOLE DETERMINANT OF TECHNICALITY VS. NON-RESPONSIVE SUBMITTAL:

1. FAILURE TO USE COUNTY QUOTE/BID/FEE SCHEDULE.
2. FAILURE TO RETURN OR ACKNOWLEDGE APPLICABLE COMPLIANCE/SPECIFICATION SHEETS.
3. FAILURE TO RETURN OR ACKNOWLEDGE APPLICABLE ADDENDA.
4. FAILURE TO PROVIDE INFORMATION ON ALTERNATES OR EQUIVALENTS.
5. FAILURE TO PROVIDE BID BOND, WHEN REQUIRED, WILL RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND AUTOMATIC REJECTION. BID BONDS ARE NOT REQUIRED ON ALL SOLICITATIONS. BOND REQUIREMENTS ARE CLEARLY STATED ON THE INVITATION PAGE. IF CLARIFICATION IS NEEDED, CONTACT THE PURCHASING ASSOCIATE LISTED IN THE INVITATION. **IF BONDS ARE REQUIRED, FORMS WILL BE PROVIDED IN THIS SOLICITATION DOCUMENT.**
6. FAILURE TO PROVIDE CONTRACTOR AFFIDAVIT AND AGREEMENT, WHEN REQUIRED, MAY RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND REJECTED. THE CONTRACTOR AFFIDAVIT AND AGREEMENT IS NOT REQUIRED ON ALL SOLICITATIONS. IF CLARIFICATION IS NEEDED, CONTACT THE PURCHASING ASSOCIATE LISTED IN THE INVITATION.
7. FAILURE TO PROVIDE AN ETHICS AFFIDAVIT WHEN REQUIRED, MAY RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND REJECTED. THE ETHICS AFFIDAVIT IS REQUIRED ON ALL FORMAL SOLICITATIONS OVER \$100,000.00. IF CLARIFICATION IS NEEDED, CONTACT THE PURCHASING ASSOCIATE LISTED IN THE INVITATION.

I. PREPARATION OF SUBMITTAL

- A. Each vendor shall examine the drawings, specifications, schedule, and all instructions. Failure to do so will be at the vendor's risk, as the vendor will be held accountable for their submittal.
- B. Each vendor shall furnish all information required by the solicitation form or document. Each vendor shall sign the submittal and print or type his or her name on the quote/bid/fee schedule. The person signing the submittal should initial erasures or other changes. An authorized agent of the vendor must sign the submittal.
- C. Fee schedule pricing should have only two decimal places unless otherwise stated. In the event of a calculation error in total price, the unit pricing prevails.
- D. Except for solicitations for the sale of real property, individuals, firms, and businesses seeking an award of a Gwinnett County contract may not initiate or continue any verbal or written communications regarding a solicitation with any County officer, elected official, employee, or other County representative other than the Purchasing Associate named in the solicitation between the date of the issuance of the solicitation and the date of the final award. The Purchasing Director will review violations. If determined that such communication has compromised the competitive process, the offer submitted by the individual, firm or business may be disqualified from consideration for award. Solicitations for the sale of real property may allow for verbal or written communications with the appropriate Gwinnett County representative.
- E. Sample contracts (if pertinent) are attached. These do NOT have to be filled out with the submittal but are contained for informational purposes only. If awarded, the successful vendor(s) will be required to execute these documents prior to County execution.
- F. Effective July 1, 2013 and in accordance with the Georgia Illegal Immigration Reform Enhancements for 2013, an original signed, notarized and fully completed Contractor Affidavit and Agreement should be included with vendor's submittal, if the solicitation is for the physical performance of services for all labor or service contract(s) that exceed \$2,499.99 (except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia). Failure to provide the Contractor Affidavit and Agreement with your submittal may result in being deemed non-responsive and automatic rejection.

II. DELIVERY

- A. Each vendor should state time of proposed delivery of goods or services.
- B. Words such as "immediate," "as soon as possible," etc. should not be used. The known earliest date or the minimum number of calendar days required after receipt of order (delivery A.R.O.) should be stated. If calendar days are used, include Saturday, Sunday, and holidays in the number.

III. EXPLANATION TO VENDORS

Any explanation desired by a vendor regarding the meaning or interpretation of the solicitation, drawings, specifications, etc. must be requested by the question cutoff deadline stated in the solicitation for a reply to reach all vendors before the deadline of the solicitation. Any information given to a prospective vendor concerning a solicitation will be furnished to all prospective vendors as an addendum to the solicitation if such information is necessary or if the lack of such information would be prejudicial to uninformed vendors. The written solicitation documents supersede any verbal or written communications between the parties. Receipt of addenda should be acknowledged in the submittal. **It is the vendor's responsibility to ensure they have all applicable addenda prior to their**

submittal. This may be accomplished by contacting the assigned Purchasing Associate prior to the submittal or visiting the Gwinnett County website.

IV. SUBMISSION OF FORMAL OFFERS/SUBMITTALS

- A. Formal bid and proposal submittals shall be enclosed in a sealed package or envelope, addressed to the Gwinnett County Purchasing Division with the name of the vendor, the date and hour of opening and the solicitation number on the face of the package or envelope. Facsimile or emailed submittals will not be considered. Any addenda should be enclosed in the sealed envelopes as well.
- B. ADD/DEDUCT: Add or deduct amounts indicated on the outside of the envelope are allowed and will be applied to the lump sum amount. Amount shall be clearly stated and should be initialed by an authorized representative.
- C. Samples of items, when required, must be submitted within the time specified and, unless otherwise specified by the County, at no expense to the County. Unless otherwise specified, samples will be returned at the vendor's request and expense, if items are not destroyed by testing.
- D. Items offered must meet required specifications and must be of a quality that will adequately serve the use and purpose for which intended.
- E. Full identification of each item submitted, including brand name, model, catalog number, etc. must be furnished to identify exactly what the vendor is offering. Manufacturer's literature may be furnished but vendor should not submit excessive marketing material.
- F. The vendor must certify that items to be furnished are new and that the quality has not deteriorated to impair its usefulness.
- G. Unsigned submittals will not be considered except in cases where it is enclosed with other documents that have been signed. The County will determine acceptability in these cases.
- H. Gwinnett County is exempt from federal excise tax and Georgia sales tax regarding goods and services purchased directly by Gwinnett County. Vendors are responsible for federal excise tax and sales tax, including taxes for materials incorporated in county construction projects. Vendors should contact the State of Georgia Sales Tax Division for additional information. Agreements were there is a cost-plus mark-up, mark-up will not be paid on taxes.
- I. Information submitted by a vendor in the solicitation process shall be subject to disclosure after the public opening in accordance with the Georgia Open Records Act.

V. WITHDRAWAL DUE TO ERRORS

Vendors must give Gwinnett County Purchasing Division written notice within two (2) business days of completion of the opening stating that they wish to withdraw their submittal without penalty for an obvious clerical or calculation error. Submittal may be withdrawn from consideration if the price was substantially lower than the other submittals due solely to a mistake therein, provided pricing was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake and was due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of the submittal. The unintentional arithmetic error or omission can be clearly proven through inspection of the original work papers, documents, and materials used in preparing the submittal sought to be withdrawn. The vendor's original work papers shall be the sole acceptable evidence of error and mistake if a vendor elects to withdraw their

submittal. If a quote or bid submittal is withdrawn under the authority of this provision, the lowest remaining responsive offer shall be deemed to be low bid.

No vendor who is permitted to withdraw their submittal shall, for compensation, supply any material or labor or perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid or proposal was submitted.

Vendors who fail to request withdrawal by the required forty-eight (48) hours may automatically forfeit bid bond if a bond was required. Bid may not be withdrawn otherwise.

Withdrawal is not automatically granted and will be allowed solely at Gwinnett County's discretion.

VI. TESTING AND INSPECTION

Since tests may require several days for completion, the County reserves the right to use a portion of any supplies before the results of the tests are determined. Cost of inspections and tests of any item that fails to meet the specifications, shall be borne by the vendor.

VII. F.O.B. POINT

Unless otherwise stated in the request for invitation and any resulting contract, or unless qualified by the vendor, items shall be shipped F.O.B. Destination, Freight Prepaid and Allowed. The seller shall retain title for the risk of transportation, including the filing for loss or damages. The invoice covering the items is not payable until items are delivered and the contract of carriage has been completed. Unless the F.O.B. clause states otherwise, the seller assumes transportation and related charges either by payment or allowance.

VIII. PATENT INDEMNITY

The vendor guarantees to hold the County, its agents, officers, or employees harmless from liability of any nature or kind for use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, for which the vendor is not the patentee, assignee, or licensee.

IX. BID BONDS AND PAYMENT AND PERFORMANCE BONDS (IF REQUIRED, FORMS WILL BE PROVIDED IN THIS DOCUMENT)

A five percent (5%) bid bond, a one hundred percent (100%) performance bond, and a one hundred percent (100%) payment bond must be furnished to Gwinnett County for any solicitation as required in the solicitation package or document. **Failure to submit a bid bond with the proper rating will result in submittal being deemed non-responsive.** Bonding company must be authorized to do business in Georgia by the Georgia Insurance Commission, listed in the Department of the Treasury's publication of companies holding certificates of authority as acceptable surety on Federal bonds and as acceptable reinsuring companies, and have an A.M. Best rating as stated in the insurance requirement of the solicitation. **The bid bond, payment bond, and performance bond must have the proper A.M. Best rating as stated in the solicitation document.**

X. DISCOUNTS

- A. Time payment discounts may be considered in arriving at net prices and in award of solicitations. Offers of discounts for payment within ten (10) days following the end of the month are preferred.
- B. In connection with any discount offered, time will be computed from the date of delivery and acceptance at destination, or from the date correct invoice or voucher is received, whichever

is the later date. Payment is deemed to be made for the purpose of earning the discount on the date of the County check.

XI. AWARD

- A. Award will be made to either the highest scoring firm (for proposals) or the lowest responsive and responsible vendor (for quotes/bids). The quality of the articles to be supplied, their conformity with the specifications, their suitability to the requirements of the County, and the delivery terms will be taken into consideration in making the award. The County may make such investigations as it deems necessary to determine the ability of the vendor to perform, and the vendor shall furnish to the County all such information and data for this purpose as the County may request. The County reserves the right to reject any submittal if the evidence submitted by, or investigation of such vendor fails to satisfy the County that such vendor is properly qualified to carry out the obligations of the contract.
- B. The County reserves the right to reject or accept any or all offers and to waive technicalities, informalities and minor irregularities in the submittals received.
- C. The County reserves the right to make an award as deemed in its best interest, which may include awarding to a single vendor or multiple vendors; or to award the whole solicitation agreement, only part of the agreement, or none of the agreement, based on its sole discretion of its best interest.
- D. In the event of proposal scores rounded to the nearest whole number result in a tie score, the award will be based on lowest cost.
- E. If proposal negotiations with the highest ranked firm are unsuccessful, the County may then negotiate with the second ranked firm and so on until a satisfactory agreement has been reached.

XII. DELIVERY FAILURES

Failure of a vendor to deliver within the time specified or within reasonable time as interpreted by the Purchasing Director, or failure to make replacement of rejected articles/services when so requested, immediately or as directed by the Purchasing Director, shall constitute authority for the Purchasing Director to purchase in the open market articles/services of comparable grade to replace the articles/services rejected or not delivered. On all such purchases, the vendor shall reimburse the County within a reasonable time specified by the Purchasing Director for any expense incurred in excess of the contract prices, or the County shall have the right to deduct such amount from monies owed the defaulting vendor. Alternatively, the County may penalize the vendor one percent (1%) per day for a period of up to ten (10) days for each day that delivery or replacement is late. Should public necessity demand it, the County reserves the right to use or consume articles/services delivered which are substandard in quality, subject to an adjustment in price to be determined by the Purchasing Director.

XIII. COUNTY FURNISHED PROPERTY

No material, labor or facilities will be furnished by the County unless so provided in the solicitation package.

XIV. REJECTION OF SUBMITTALS

Failure to observe any of the instructions or conditions in this solicitation package may constitute grounds for rejection.

XV. CONTRACT

Each submittal is received with the understanding that the acceptance in writing by the County of the offer to furnish any or all the commodities or services described therein shall constitute a contract between the vendor and the County which shall bind the vendor on his part to furnish and deliver the articles quoted at the prices stated in accordance with the conditions of said accepted submittal. The County, on its part, may order from such vendor, except for cause beyond reasonable control, and to pay for, at the agreed prices, all articles specified and delivered.

Upon receipt of a solicitation package containing a Gwinnett County "Sample Contract" as part of the requirements, it is understood that the vendor has reviewed the documents with the understanding that Gwinnett County requires that all agreements between the parties must be entered into via this document. If any exceptions are taken to any part, each must be stated in detail and submitted as part of the vendor's submittal. If no exceptions are stated, it is assumed that the vendor fully agrees to the provisions contained in the "Sample Contract" in its entirety.

Any Consultant as defined in O.C.G.A. §36-80-28 that is engaged to develop or draft specifications/requirements or serve in a consultative role during the procurement process for any County procurement method, by entering into such an arrangement or executing a contract, the consultant agrees to abide by the current state law and: 1) Avoid any appearance of impropriety and shall follow all policies and procedures of the County, 2) Disclose to the County any material transaction or relationship pursuant to §36-80-28, that is considered a conflict of interest, any involvement in litigation or other dispute, relationship, or financial interest not disclosed in the ethics affidavit, and 3) Acknowledge that any violation or threatened violation of the agreement may cause irreparable injury to the County, entitling the County to seek injunctive relief in addition to all other legal remedies.

When the vendor has performed in accordance with the provisions of this agreement, Gwinnett County shall pay to the vendor, within thirty (30) days of receipt of any department approved payment request and based upon work completed or service provided pursuant to the contract, the sum so requested, less the retainage stated in this agreement, if any. If Gwinnett County fails to pay the vendor within sixty (60) days of receipt of a pay request based upon work completed or service provided pursuant to the contract, the County shall pay the vendor interest at the rate of ½% per month or pro rata fraction thereof, beginning the sixty-first (61st) day following receipt of pay requests. The vendor's acceptance of progress payments or final payment shall release all claims for interest on said payment.

The parties agree that this Contract shall be governed and construed in accordance with the laws of the State of Georgia.

XVI. NON-COLLUSION

Vendor declares that the submittal is not made in connection with any other vendor's submittal for the same commodity or commodities, and that the submittal is bona fide and is in all respects fair and without collusion or fraud. An affidavit of non-collusion shall be executed by each vendor. Collusion and fraud in submittal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

XVII. DEFAULT

The contract may be canceled or annulled by the Purchasing Director in whole or in part by written notice of default to the vendor upon non-performance or violation of contract terms. An award may be made to the next low responsive and responsible vendor, or the next highest scoring responsive and responsible proposer, or articles specified may be purchased on the open market similar to those so terminated. In either event, the defaulting vendor (or their surety) shall be liable to the County for costs to the County in excess of the defaulted contract prices; provided, however, that the vendor shall

continue the performance of this contract to the extent not terminated under the provisions of this clause. Failure of the vendor to deliver materials or services within the time stipulated on their offer, unless extended in writing by the Purchasing Director, shall constitute contract default.

XVIII. TERMINATION FOR CAUSE

The County may terminate this agreement for cause upon ten days prior written notice to the vendor of the vendor's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the County's rights or remedies by law.

XIX. TERMINATION FOR CONVENIENCE

The County may terminate this agreement for its convenience at any time upon 30 days written notice to the vendor. In the event of the County's termination of this agreement for convenience, the vendor will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the vendor, which shall itemize each element of performance.

XX. SUBSTITUTIONS

Vendors offering substitutions or who are deviating from the attached specifications shall list such deviations on a separate sheet to be submitted with their offer. The absence of such a substitution list shall indicate that the vendor has taken no exception to the specifications contained herein.

XXI. INELIGIBLE VENDORS

The County may choose not to accept the offer by an individual, firm, or business who is in default on the payment of taxes, licenses, or other monies owed to the County. Additionally, vendors or persons placed on an Ineligible Source List for reasons listed in Part 6, Section II of the Gwinnett County Purchasing Ordinance shall not be eligible to provide any commodities or services to the County during the period such person remains on the Ineligible Source List.

XXII. PENDING LITIGATION

An individual, firm, or business that has litigation pending against the County, or anyone representing a firm or business in litigation against the County, not arising out of the procurement process, will be disqualified.

XXIII. OCCUPATION TAX CERTIFICATE

Each successful vendor must have a valid Gwinnett County occupation tax certificate if the vendor maintains an office within the unincorporated area of Gwinnett County. Incorporated, out of County, and out of State vendors are required to have any and all certificates necessary to do business in any town, County or municipality in the State of Georgia, or as otherwise required by County ordinance or resolution. Vendors may be required to provide evidence of valid certificates. Out of State vendors are required to have a certificate in the Georgia jurisdiction where they receive the most revenue.

XXIV. PURCHASING POLICY AND REVIEW COMMITTEE

The Purchasing Policy & Review Committee has been established to review purchasing procedures and make recommendations for changes; resolve problems regarding the purchasing process; make recommendations for standardization of commodities, schedule buying, qualified products list, annual contracts, supplier performance (Ineligible Source List), and other problems or requirements related to purchasing. The Purchasing Policy & Review Committee has authority to place vendors on the Ineligible Source List for reasons listed in Part 6, Section II of the Gwinnett County Purchasing Ordinance, for a period not to exceed three (3) years.

XXV. AMERICANS WITH DISABILITIES ACT

All vendors for Gwinnett County are required to comply with all applicable sections of the Americans with Disabilities Act (ADA) as an equal opportunity employer. In compliance with the Americans with Disabilities Act (ADA), Gwinnett County provides reasonable accommodations to permit a qualified applicant with a disability to enjoy the privileges of employment equal to those employees without disabilities. Disabled individuals must satisfy job requirements for education background, employment experience, and must be able to perform those tasks that are essential to the job with or without reasonable accommodations. Any requests for the reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County should be directed to the ADA Coordinator, 75 Langley Drive, Lawrenceville, Georgia 30046, 770-822-8165.

XXVI. ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

Alterations of County documents are strictly prohibited and will result in automatic disqualification of the vendor's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the firm may make notes to those areas, but may not materially alter any document language.

XXVII. TAX LIABILITY

Local and state governmental entities must notify vendors of their use tax liability on public works projects. Under Georgia law, private vendors are responsible for paying a use tax equal to the sales tax rate on material and equipment purchased under a governmental exemption that is incorporated into a government construction project: excluding material and equipment provided for the installation, repair, or expansion of a public water, gas, or sewer system when the property is installed for general distribution purposes. To the extent the tangible personal property maintains its character (for example, the installation of a kitchen stove), it remains tax-exempt. However, if the installation incorporates the tangible personal property into realty (for example, the installation of sheetrock), it becomes taxable to the private vendor. See O.C.G.A. §48-8-3(2) and O.C.G.A. §48-8-63.

XXVIII. STATE AND FEDERAL LAW REGARDING WORKER VERIFICATION

Effective July 1, 2013 State Law requires that all who enter into a contract for the physical performance of services for all labor or service contract(s) that exceed \$2,499.99 (except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia) and that all who enter into a contract for public works as defined by O.C.G.A. §36-91-2(12) for the County, must satisfy the Illegal Immigration Reform Enhancements for 2013 in conjunction with the Federal Immigration Reform and Control Act (IRCA) of 1986, in all manner, and such are conditions of the contract.

The Purchasing Division Director with the assistance of the Internal Audit Division shall be authorized to conduct random audits of a vendor's or subcontractors' compliance with the Illegal Immigration Reform Enhancements for 2013 and the rules and regulations of the Georgia Department of Labor. The vendor and subcontractors shall retain all documents and records of its compliance for a period of five (5) years following completion of the contract or shall abide by the current time requirements at the time of the contract. This requirement shall apply to all contracts for all public works, labor or service contracts that exceed \$2,499.99 except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia.

Whenever it appears that a vendor's or subcontractor's records are not sufficient to verify the work eligibility of any individual in the employment of such vendor or subcontractor, the Purchasing Director shall report same to the Department of Homeland Security and may result in termination of the contract if it is determined at any time during the work that the vendor or subcontractor is no longer in compliance with worker verification.

By submitting an offer to the County, vendor agrees that, in the event the vendor employs or contracts with any subcontractor(s) in connection with the covered contract, the vendor will secure from the subcontractor(s) such subcontractor(s)' indication of the employee-number category applicable to the subcontractor, as well as attestation(s) from such subcontractor(s) that they follow the Illegal Immigration Reform Enhancements for 2013 in conjunction with all federal requirements. Original signed, notarized Subcontractor Affidavits and Agreements must be maintained by the vendor awarded the contract.

A vendor's or subcontractor's failure to participate in the federal work authorization program as defined above shall be subject to termination of the contract. A vendor's failure to follow Gwinnett County's instruction to terminate a subcontractor that is not participating in the federal work authorization program may be subject to termination of the contract.

XXIX. SOLID WASTE ORDINANCE

No individual, partnership, corporation, or other entity shall engage in solid waste handling except in such a manner as to conform to and comply with the current Gwinnett County Solid Waste Ordinance and all other applicable local, state and federal legislation, rules, regulation, and orders.

XXX. GENERAL CONTRACTORS LICENSE

Effective July 1, 2008: All General Contractors must have a current valid license from the State Licensing Board for Residential and General Contractors, unless specifically exempted from holding such license pursuant to Georgia law (O.C.G.A. §43-41-17).

XXXI. PRODUCTS MANUFACTURED IN GEORGIA

When contracting for or purchasing supplies, materials, equipment, or agricultural products that exceeds \$100,000.00, excluding beverages for immediate consumption, Gwinnett County shall give preference as far as may be reasonable and practicable to such supplies, materials, equipment, and agricultural products as may be manufactured or produced in this state. Such preference shall not sacrifice quality. Gwinnett County Board of Commissioners shall consider, among other factors, information submitted by the vendor which may include the vendor's estimate of the multiplier effect on gross state domestic product and the effect on public revenues of the state and the effect on public revenues of political subdivisions resulting from acceptance of an offer to sell Georgia manufactured or produced goods as opposed to out-of-state manufactured or produced goods. Any such estimates shall be in writing. (O.C.G.A. §36-84-1).

XXXII. INDEMNIFICATION

To the fullest extent permitted by law, the vendor shall, at his sole cost and expense, indemnify, defend, satisfy all judgments, and hold harmless the County, its commissioners, officers, agents, and employees from and against all claims, damages, actions, judgments, costs, penalties, liabilities, losses and expenses, including, but not limited to, attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, action, judgment, cost, penalty, liability, loss or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by the negligent acts, errors by any act or omission of the vendor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless whether such claim is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any of the rights or obligations of indemnity which would otherwise exist as to any party or person described in this agreement. In any and all claims against the County, its commissioners, officers, agents, and employees by any employee of the vendor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation contained herein shall not be limited in any way by any limitation on the amount or type of

damages, compensation, or benefits payable by or for the vendor or any subcontractor under Worker's Compensation Acts, disability benefit acts, or other employee benefit acts.

Vendor shall also indemnify, hold harmless, insure, and defend the County for damages, losses, or expenses to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the vendor or other persons employed or utilized by the vendor in the performance of a contract that utilizes survey services.

XXXIII. CODE OF ETHICS

Vendors shall disclose under oath the name of all elected officials whom it employs or who have a direct or indirect pecuniary interest in the business entity, its affiliates, or its subcontractors. (This shall not apply to informal purchases as defined by the Purchasing Ordinance.) The vendor shall execute a Code of Ethics affidavit. Failure to submit the affidavit during the procurement process shall render the offer non-responsive.

Any business entity holding a contract with Gwinnett County that after execution of the contract or issuance of the purchase order employs, subcontracts with, or transfers a direct or indirect pecuniary interest in the business entity to an elected official shall within five (5) days disclose such fact in writing under oath to the Clerk of the Board of Commissioners. Failure to comply, or vendors submitting false information or omitting material information shall be referred to the Purchasing Policy & Review Committee for action pursuant to the Purchasing Ordinance or to the District Attorney for possible criminal prosecution. Note: See Gwinnett County Code of Ethics Ordinance E02011, Sec. 54-33. The ordinance is available to view in its entirety at www.gwinnettcountry.com.

XXXIV. ELECTRONIC PAYMENT

Vendors accepting procurements should select one of Gwinnett County's electronic payment options.

- A. A vendor may select ePayables payment process which allows acceptance of Gwinnett County's virtual credit card as payment for outstanding invoices. The authorized vendor representative must send an email to: vendorelectronicpayment@gwinnettcountry.com and indicate the desire to enroll in Gwinnett County's virtual credit card payment process.
- B. A vendor may select Direct Deposit payment process and the payment will be deposited directly into an account at their designated financial institution. To securely enroll in Direct Deposit, either access your online [Vendor Login and Registration](#) on the County's web site and update the requested information on the Direct Deposit tab or mail a [Direct Deposit Authorization Agreement](#) form.

The County will send a Payment Advice notification via email for both payment types. For more information about Electronic Payments, please visit the Gwinnett County Treasury Division page or click here -> [Gwinnett County Electronic Payments](#).

DIRECTIONS TO GJAC BUILDING FROM I-85

Take I-85 to Georgia Highway 316 (Lawrenceville/Athens exit). Exit Highway 120 (Lawrenceville/Duluth exit) and turn right. At seventh traffic light, turn right onto Langley Drive. Cross Highway 29 through the traffic light and proceed through the roundabout. Visitors can either proceed to the front parking area on the left or to the parking deck behind the building. Click [here](#) for additional information about parking. The Purchasing Division is located on the second floor, West Wing.