

ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

INVITATION TO BID

PART A - GENERAL TERMS AND CONDITIONS

SPECIFICATION FOR: Firm Fixed Bid Prices for **Annual Purchase of Fire Rescue Uniforms** for the benefit of the Fire Rescue Department on an as needed basis.

BID NUMBER: 20-11

BID OPENING DATE: 2:00 pm, Wednesday, September 25, 2019

PLACE OF BID OPENING and MAILING ADDRESS: Alachua County Procurement, 3rd Floor
County Administration Building
12 SE 1st Street
Gainesville Florida 32601-6983

1.0 SCOPE

- 1.1 The instructions to bidders and general conditions described herein apply to transactions on material, supplies or services with an estimated aggregate cost of \$500.00 or more.
- 1.2 The herein included General Terms and Conditions (Part A); Specifications (Part B); and the Bidder's Check List (Part C); together with all attached documents herein identified, constitute the entire bid package. Specifications and supplementary documents are essential parts of the contract and requirements occurring in one are as binding as though occurring in all.

2.0 DEFINITIONS

- 2.1 The term "Invitation to Bid" means a solicitation of formal sealed bids. The acronym "ITB" means "Invitation to Bid".
- 2.2 The term "bid" means the offer as a price by the bidder.
- 2.3 The term "bidder" means the offeror.
- 2.4 The term "Change Order" means a written order signed by the Procurement Manager or authorized representative directing the vendor to make changes to a contract or purchase order resulting from the ITB.
- 2.5 The term "County" means Alachua County Board of County Commissioners, Alachua County, Florida.
- 2.6 The term "Board" means the County.

3.0 **PREPARATION OF BIDS**

- 3.1 Bidders are expected to examine the specifications, drawings, and all special and general conditions. Failure to do so will be at the bidder's risk.
- 3.2 There will be no oral interpretations of these specifications. Any bidder/proposer in doubt as to the true meaning of any part of the specifications or related documents may submit a written request to Mandy Mullins, Procurement Agent for interpretation thereof. All requests for interpretation or corrections shall be received by Mandy Mullins, at mmmullins@alachuacounty.us no later than ten (10) days prior to the deadline for submitting bids. Any interpretation to a bidder will be made only by an addendum duly issued and a copy of such addendum will be posted on Demandstar.com.
- 3.3 Each bidder shall furnish the information required by the ITB. The bidder shall sign the ITB and print or type his name, address, email address and telephone number on the face page and on each continuation sheet thereof on which he makes an entry.
- 3.4 Unit price for each unit offered shall be shown, and such price shall include packing and shipping unless otherwise specified. A total shall be entered in the "Total" column for each item offered. In case of discrepancy between the unit price and extended price, the unit price will be presumed correct. All or None bids will not be considered unless specifically requested in the ITB.
- 3.5 The bidders must state a definite time for delivery of supplies or performance of services.
- 3.6 The bidder should retain a copy of all bid documents for future reference.
- 3.7 All bids must be signed with the firm name and by an officer or employee having authority to bind the company or firm by his signature.

4.0 **SUBMISSION OF BIDS**

- 4.1 Bids must be received at or before the specified time of opening as designated in the ITB. Bidders are welcome to attend; however, no award of bid will be made at this time. A bid tabulation will be furnished, upon request and posted to Demandstar.com.
- 4.2 **LATE BIDS WILL NOT BE CONSIDERED.**
- 4.3 All printed and photocopied documents related to the submission of this ITB and fulfillment of any resulting contract should be double-sided and printed on recycled paper with a **minimum of 30% post-consumer content.**
- 4.4 **ONE (1) ORIGINAL SUBMISSION AND ONE (1) ELECTRONIC COPY** (pdf format) of the bid must be in writing on the prescribed forms and enclosed within a sealed envelope clearly marked on the face of the envelope **20-11; Annual Purchase of Fire Rescue Uniforms"** and either delivered by hand or mailed to Procurement, 3rd Floor, County Administration Building, 12 SE 1st Street, Gainesville Florida 32601-6983. All bids must be received by **2:00 pm, Wednesday, September 25, 2019.** Only bids received by the aforesaid time and date will be considered.
- 4.5 Electronic or FAX bids will not be considered; however, bids may be withdrawn by email or FAX notice, provided such notices are received prior to the hour and date specified on the bid.

- 4.6 Samples of items, when required, must be submitted within the time specified at no expense to the County. If not destroyed by testing, vendor(s) will be notified to remove samples, at their expense, within thirty (30) days after notification. Failure to remove the samples will result in the samples becoming the property of the County.
- 4.7 Failure to follow these procedures is cause for rejection of bid.
- 4.8 Bids having any erasures or corrections must be initialed by the bidder in ink. Bids shall be signed in ink. All bid amounts shall be typewritten or filled in with ink.
- 4.9 Proprietary Information - Responses to this Invitation to Bid upon receipt by the County become public records subject to the provisions of Chapter 119 F.S., Florida's Public Records Law. If you believe that any portion or all of your response is confidential or proprietary, or otherwise exempt from disclosure as a Public Record, you should clearly assert such exemption and state the specific legal authority for the asserted exemption. All material that designated as exempt from Chapter 119 must be submitted in a separate envelope, clearly identified as "PUBLIC RECORDS EXEMPT" with your name and the proposal number marked on the outside. Furthermore, you must complete **EXHIBIT D, PUBLIC RECORD DECLARATION OR CLAIM OF EXEMPTION**.
- 4.9.1 Please be aware that the designation of an item as exempt from disclosure as a Public Record may be challenged in court by any person. By your designation of material in your proposal as "Public Records Exempt", you agree to defend and hold harmless the County from any claims, judgments, damages, costs, and attorney's fees and costs of the challenger and for costs and attorney's fees incurred by the County by reason of any legal action challenging your designation.
- 4.10 Blank spaces must be filled in as noted, in ink or typed, with the amounts extended and totaled. Any corrections necessarily made on the bid form should be made by crossing out the item in error and inserting the corrected item immediately above. Such corrections shall be initialed and dated by the person signing the bid. No bid containing correction by erasure will be accepted.
- 4.11 **Non-Warranty of Specifications** - Due care and diligence has been used in preparing these specifications. The County shall not be responsible for any error or omission in these specifications, nor for the failure on the part of the bidders to determine the full extent of the request. It is the sole responsibility of the bidders to ensure that they have all information necessary for the submittal of bids.
- 4.12 **Inquiries/Questions** – No interpretation of the meaning of the Specifications and/or Scope of Services or contract documents will be made to any interested bidder orally. Every request for such interpretation shall be made in writing, addressed to **Alachua County Procurement, 3rd Floor, County Administration Building, 12 SE 1st Street, Gainesville, FL 32601-6983**, with reference to the appropriate bid number of the face of the envelope. All request for interpretation or corrections shall be received by **Mandy Mullins** at (email address) mmmullins@alachuacounty.us no later than ten (10) days prior to the deadline set for receipt of bids. Any and all such interpretations and any supplemental instructions will be in the form of a written addendum; duly issued, and a copy of such addendum will be posted to **Demandstar.com**. **Oral answers will not be authoritative**. All addenda so issued shall become part of the bid documents.

5.0 **ACCEPTANCE OF OFFER**

5.1 The signed bid shall be considered an offer on the part of the bidder; such offer shall be deemed accepted upon completion of all steps in the Procurement process and issuance by the County of a Purchase Order, Blanket Purchase Order, or other contractual document.

6.0 **FIRM PRICES**

6.1 The bidder warrants that prices, terms and conditions quoted in his bid will be firm for acceptance for a period of not less than sixty (60) days from the bid opening date unless otherwise specified in the ITB. Such prices will remain firm for the period of performance of resulting purchase orders or contracts which are to be performed over a period of time.

7.0 **TERM OF CONTRACT/RENEWAL**

7.1 The agreement shall be effective for the period beginning on the date of the fully executed contract or issuance of a purchase order. Generally the term will begin on **October 1, 2019** and continue through **September 30, 2020** unless earlier terminated as provided herein. The county has the option of renewing this agreement for **two (2)** additional **two (2)** year-periods and the same terms and conditions outlined here in.

7.2 Negotiation of terms and conditions should be completed ninety (90) days prior to each contract period.

7.3 It is the intent of the County to issue a purchase order.

7.4 A contract as a result of the solicitation shall be deemed effective only to the extent of appropriations available to the County Agency at any time during the contract period.

8.0 **ESTIMATED QUANTITIES**

8.1 Whenever a bid requests prices to be firm for the period of performance, the quantities or usages shown are estimated only with no guarantee made by the County that these quantities shall be purchased. The quantities shown are the bidders' information only, and the County shall be bound only for actual quantities ordered.

9.0 **F.O.B. DESTINATION**

9.1 Unless otherwise specified in the ITB, all prices offered by the bidder must be F.O.B. Destination, inside delivery, with all delivery costs included in the bid price. Specific destination is indicated in the ITB. Failure to do so may cause rejection of the bid.

10.0 **AWARD**

10.1 The contract will be awarded to the lowest responsive and responsible bidder whose bid, conforming to the specifications and/or instructions to bidder, will be most advantageous to the County price and other factors considered.

10.2 The County reserves the right to accept or reject any or all bids in part or in whole with or without cause, to waive irregularities and technicalities, and to request rebids on the material described in the ITB.

10.3 The County also reserves the right to award the contract on such material as the County deems will best serve its interest.

- 10.4 The County reserves the right to award the contract on a split-order basis, lump-sum or individual-item basis, or such combination as shall best serve the interest of the unless otherwise specified.
- 10.5 If this ITB is for an estimated quantity of supplies, etc., versus purchase of a specific quantity of articles or service, consideration in awarding bid for yearly contracts will be given:
- 10.5.1 **First** to bidder offering firm prices for full contract period and, **Second** to bidder offering firm prices subject to market price reduction.

11.0 **BRAND NAMES**

- 11.1 Manufacturers' names and model numbers are used herein solely for the purpose of establishing a standard of design, quality, and use of the merchandise required. Products of other manufacturers will be acceptable if they meet or exceed such established standards with the exception of those items specified "NO SUBSTITUTION." Bidder shall state the brand name and model number of his equipment if different from those specified, and furnish appropriate documentation to enable the County to evaluate for compliance with standards required.
- 11.2 If a product other than that specified is bid, it is the bidder's responsibility to identify such product in his bid and he must prove to the County that said product is equal to or better than the product specified. Final decision on whether product meets or exceed quality specifications shall be determined solely by the County.
- 11.3 Unless otherwise specified, evidence in the form of samples may be requested if the proposed brand is other than specified by the County. Such samples are to be furnished after the date of bid opening only upon request. If samples should be requested, such samples must be received by the County no later than four (4) days after formal request is made.

12.0 **VARIATIONS OF SPECIFICATIONS**

- 12.1 For purposes of bid evaluation, bidder must indicate any variances from our specifications and/or conditions, no matter how slight. Any variations shall be indicated on a separate sheet, and attached to the bid form. If variations are not stated in the bid, it will be assumed that the product or service fully complies with the specifications, and the successful bidder will be held responsible for meeting these specifications.
- 12.2 **No alternative bids shall be submitted unless specifically requested** in the "Invitation to Bid" document.

13.0 **QUALITY**

- 13.1 All materials shall be new and in no case will used, reconditioned or obsolete parts be acceptable. All equipment specifications are to be considered minimum requirements.

14.0 **ACCEPTANCE**

- 14.1 The material delivered under this bid shall remain the property of the seller until a physical inspection and actual usage of this material and/or service is made, and thereafter is accepted to the satisfaction of the County. It must comply with the terms herein, and be fully in accord with specifications and of the highest quality. In the event the material and/or services supplied to the County is found to be defective or does not conform to specification, the County reserves the right to cancel the order upon written notice to the bidder and return product to bidder at the bidder's expense. The County shall not be liable for payment for any portion thereof.

15.0 **DELIVERY**

15.1 Time is of the essence in the filling of this order. No delays in shipment and material or rendition of services will be permitted except as authorized by the County in writing. Please notify Alachua County Procurement, (352) 374-5202 at once of anticipated delay. Excessive or unusual transportation charges caused by the contractor's inability to deliver by specified date and in specified quantities shall be charged to the contractor. Right is reserved to cancel this order or any part thereof if the foregoing is not complied with. In the event of cancellation pursuant to this clause, the County may procure similar articles or services elsewhere or secure the manufacture and delivery of the articles by purchase order or otherwise, and contractor shall be liable to the County for excess costs.

16.0 **CONTRACTOR'S INSURANCE**

16.1 The contractor shall provide and maintain during the life of the contract, coverages and amounts stated in **EXHIBIT E**.

16.2 Failure to maintain such insurance may be deemed as a cause of termination of this agreement.

17.0 **INDEMNIFICATION**

17.1 The Purchaser agrees to protect, defend, indemnify, and hold the County and director and their officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or directly or indirectly relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this Agreement and/or the performance hereof. Without limiting the generality of the foregoing, any and all such claims, etc., including but not limited to personal injury, death, damage to property (including destruction) defects in materials or workmanship, actual or alleged infringement of any patent, trademark, copyright (or application for any thereof) or of any other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule, or regulation or decree of any court, shall be included in the indemnity hereunder. The Purchaser further agrees to investigate, handle, respond to, provide defense (including payment of attorney fees, court costs, and expert witness fees and expenses up to and including any appeal) for and defend any such claim at its sole cost and expense through counsel chosen by the County and agrees to bear all other costs and expenses related thereto, even if they (claims, etc.) are groundless, false, or fraudulent. Purchaser agrees that indemnification of the County shall extend to any and all work performed by the Purchaser, its subcontractors, employees, agents, servants or assigns. This obligation shall in no way be limited in any nature whatsoever by any limitation on the amount or type of Purchaser's insurance coverage. This indemnification provision shall survive the termination of the Contract between the County and the Purchaser.

17.2 Nothing contained herein shall constitute a waiver by the County of its sovereign immunity, the limits of liability or the provisions of §768.28, Florida Statutes.

18.0 **WARRANTY**

18.1 In addition to any warranty implied by law or fact, and any other express warranties, bidder expressly warrants all items to be free from defects in design, workmanship and materials; to conform strictly to applicable specifications and to be fit and sufficient for the purpose intended to be merchantable. All warranties shall survive inspection, test, acceptance of and payment by the County.

19.0 **CONFLICT OF INTEREST**

19.1 The bidder, by signing his bid, certifies that to the best of his knowledge or belief, no elected/appointed official or employee of the County is financially interested, directly or indirectly, in the purchase of the goods or services specified on this order.

20.0 **COLLUSION**

20.1 The bidder, by affixing his signature to the bid form, declares that the bid is made without any previous understanding, agreement, or connections with any persons, firms or corporations making a bid on the same items and that it is in all respects, fair, and in good faith without any outside control, collusion, or fraud.

20.2 The bidder, by affixing his signature to the bid form, declares that no County Commissioner, other County officer, or County employee, directly or indirectly owns more than five (5) percent of the total assets or capital stock of the bidding entity, nor will directly or indirectly benefit by more than five (5) percent from the profits or emoluments of this contract.

21.0 **TAXES**

21.1 The County is exempt from any taxes imposed by the State and/or Federal Government. Exemption Certificate will be provided upon request.

22.0 **MANUFACTURER'S CERTIFICATION**

22.1 The County reserves the right to request from bidders a separate manufacturer certification of all statements made in the bid. Failure to provide such certification may result in rejection of bid or default termination of contract for which the bidder must bear full liability.

23.0 **COMPLIANCE WITH LAWS AND REGULATIONS**

23.1 Bidder agrees to will comply with all federal, state, and local laws and regulations applicable to the productions, sale and delivery of the goods or the furnishing of any labor or services called for by this order, and any provisions required thereby to be included herein shall be deemed to be incorporated herein by reference. Noncompliance may be considered grounds for termination of contract(s).

23.2 Bidder, by responding to this solicitation, hereby agrees to abide by and conduct its programs and provide its services in compliance with the provisions of the Civil Rights Act of 1866, Civil Rights Act of 1871, Equal Pay Act of 1963, Civil Rights Act of 1964, Age Discrimination and Employment Acts of 1967, Rehabilitation Act of 1973, 1990 Americans with Disabilities Act, 1991 Federal Civil Rights Act, 1992 Florida Civil Rights Act, and all other applicable ordinances, statutes, laws and amendments thereto.

24.0 **DEFAULT OF CONTRACT**

24.1 In case of default by the bidder or contractor, the County may procure the items or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned or incurred thereby.

25.0 **MODIFICATIONS OR CHANGES**

25.1 No agreement or understanding to modify this ITB and resultant purchase orders or contracts shall be binding upon the County unless made in writing by the Procurement Manager or authorized representative of the County.

26.0 **TERMINATION BY THE COUNTY**

26.1 The County reserves the right to terminate a contract by giving thirty (30) days' notice, in writing, of the intention to terminate if at any time the contractor fails to abide by or fulfill any of the terms and conditions of the contract. The County also reserves the right to terminate this contract for the convenience of the County, and/or with or without cause.

26.2 Fiscal Non-Funding: In the event sufficient budgeted funds are not available for a new fiscal period, the County shall notify the vendor of such occurrence, and the contract shall terminate on the last day of the current fiscal period without penalty or expense to the County.

27.0 **ASSIGNMENT OF INTEREST**

27.1 The parties recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by the County. Therefore, the vendor hereby assigns to the County any and all claims for such overcharges as to goods, material or services purchased in connection with the Agreement. However, for all other assignments, neither party will assign, convey, pledge, sublet, transfer or otherwise dispose any interest in this Agreement and shall not transfer any interest in same without prior written consent of the other party.

28.0 **MISCELLANEOUS**

28.1 These terms and conditions are in addition to and not intended as a limitation on any other terms and conditions agreed to between the parties.

29.0 **SWORN STATEMENT**

29.1 A person or affiliate who has been placed on the convicted vendor list following a conviction of a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

30.0 **DRUG FREE WORKPLACE**

30.1 Section 22.09 Competitive Sealed Bidding of the Alachua County Procurement Code states that in the evaluation of bids, all factors in the bidding process being equal, both as to dollar amount and ability to perform, priority will be given, first, to those vendors certifying a drug-free workplace **EXHIBIT C**, secondly to certified Small Business Enterprises (SBEs) bidders.

31.0 **SMALL BUSINESS ENTERPRISE (SBE) PROGRAM PARTICIPATION**

31.1 SBE Vendor is a vendor that is certified by the Alachua County Equal Opportunity Division prior to the proposal opening.

- 31.2 The SBE Program Participation Form, **EXHIBIT C**, should be completed for your proposal to be considered responsive.
- 31.3 Alachua County has adopted a 15% participation goal, and policies which encourage participation of SBE in the provision of materials, supplies (**i.e. office, auto, janitor, lawn, etc.**) equipment, services and construction.
- 31.4 The County will award a preference in evaluation points to certified SBE or contractors that meet the SBE participation goal in its RFP response.
- 31.5 SBE preference does not apply to contracts that are reserved in accordance with Section 22.34, Alachua County Code 06-28, in which the County reserved contracts for bidding only by SBEs. SBE bid preferences will not be combined.
- 31.6 **Proposed Subcontractors Requirements**
- 31.6.1 Contractors submitting proposals under this solicitation are to identify, on the SBE Program Participation Form, the intended SBE subcontractors and the **estimated percentage of total dollar amount(s) as well as the total dollar amount(s)** of the contract to be awarded to SBE firms, **EXHIBIT C, Option 3**.
- 31.6.2 If SBE subcontractors are **not available** for the bid/RFP you **should complete** a Good Faith Effort Form, **EXHIBIT C, Option 4**.
- 31.7 **Good Faith Effort Requirements**
- 31.7.1 Every competitive bid or proposal, if not submitted by a certified Small Business Enterprise (SBE), should demonstrate good faith efforts to utilize SBE as subcontractors. Unless your company will perform all the work and no subcontractors will be utilized. The Equal Opportunity Division maintains a directory of certified SBE's. The Alachua County Small Business Enterprise Directory is available at: <http://smallbusdir.alachuacounty.us/>
- 31.7.2 The Equal Opportunity Division shall determine what constitutes a "good faith effort" for purposes of contractor compliance with contractual requirements relating to the use of services or commodities of a certified SBE's, under Section 22.36, Alachua County Code 06-28. The following factors shall be considered in making such determination:
- 31.7.2.1. Whether the Contractor contacted SBEs listed in the Alachua County Small Business Enterprise Directory concerning contracting opportunities and provided them with adequate information about the plans, specifications and requirements of the contract.
- 31.7.2.2. Whether the Contractor negotiated in good faith with interested SBEs, not rejecting them as unqualified without sound reasons based on a thorough review of their capabilities.
- 31.7.2.3. Whether the Contractor selected portions of the work to be performed by SBEs in order to increase the likelihood of meeting the 15% participation goal, including breaking the contract down into economically-feasible units.
- 31.7.2.4. The Contractor will be expected to furnish documents substantiating compliance with good faith effort requirements, **EXHIBIT C**.

32.0 **WORKPLACE VIOLENCE**

- 32.1 Employees of bidders are prohibited from committing any act of workplace violence. Violation may be grounds for termination. Workplace violence means the commission of any of the following acts by a bidder's employee.
- 32.2 Battery: intentional offensive touching or application of force or violence to another.
- 32.3 Stalking: willfully, maliciously and repeatedly following or harassing another person

33.0 **VENDOR COMPLAINTS OR GRIEVANCES; RIGHT TO PROTEST**

- 33.1 Any actual or prospective bidder or proposer who believes that they have been aggrieved in connection with the pending award or other element of the process leading to the award of a contract may protest to the Procurement manager.
- 33.2 Any vendor complaints, grievance or protest shall first be submitted in writing to the Procurement manager within seven (7) calendar days following posting of the award recommendation on the County's web site. The Procurement manager will investigate the validity of the complaint and present the findings in writing to the vendor. If the vendor is dissatisfied with the Procurement manager's remedies, an appeal may be made to the county manager. The county manager will render a written response to the vendor. All decisions by the county manager shall be considered final, and no further appeal will be allowed.

PART B – SPECIFICATIONS

1.0 SCOPE OF SERVICES

- 1.1 Alachua County Fire Rescue (ACFR) is soliciting bids for the purchase of uniforms for fire personnel. All of the finished garments shall require some combination of name strip, screen printing, embroidery and ACFR approved patches to be sewn on, and therefore, each Bidder shall be required to provide this service.
- 1.2 Contractors who receive this bid from sources other than Alachua County or DemandStar shall contact Procurement Services prior to the due date to ensure any addenda are received in order to submit a responsible and responsive offer. Submitting an incomplete document may deem the offer non-responsive, causing rejection.
- 1.3 Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Bidder's expense. Each sample shall be labeled with the Bidder's name, manufacturer brand name and number, Bid number and item reference. Samples of successful Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the County within a reasonable time as deemed appropriate.
- 1.4 The products to be ordered are described on the pages of **Excel document** referenced in the bid form, **EXHIBIT A**.

2.0 MOST FAVORED CUSTOMER CLAUSE

- 2.1 If the bidder at any time during a contract period, routinely enters into agreements with other government customers within the State of Florida, and offers the same or substantially the same products offer to Alachua County on a basis that provides prices more favorable than those provided to the County shall within ten (10) business days thereafter notify the County of that offering. The contract with the County shall be automatically amended and effective retroactively to the effective date of the most favorable contract, wherein the bidder shall provide the same quality discount to the County for equal or larger orders purchased the same quantity and under the same circumstances the County shall have the right and option to decline to accept any such change, and/or offered a customer during the term of this agreement is not in fact most favored treatment, Bidder shall within ten (10) business days notify the County in writing, setting forth the detailed reasons the Bidder believes aforesaid offer which has been deemed to be most favorable treatment, is not in fact most favored treatment. The County, after due consideration of such written explanation, may decline to accept such explanation and thereupon the contract between the County and the Bidder shall be automatically amended effective immediately, to the effective date of the most favored agreement, to provide the same prices to the County.
- 2.2 The most favored price structure set forth in this paragraph shall not apply to any pre-existing contracts the Bidder has in State of Florida. The term "*pre-existing contracts*" shall refer to contracts in existence as of the original effective date of the County contract, i.e. 10/01/2019.

3.0 **ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES (“PIGGYBACK”)**

3.1 The Vendor by submitting a bid/proposal acknowledges that other Public Agencies may seek to “Piggy-Back” under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being proposed in this bid/proposal, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the vendor’s approval – without the vendor’s approval, the seeking Agency cannot Piggy-Back.

4.0 **PURPOSE/INTENT**

4.1 Alachua County Fire Rescue (ACFR) is soliciting bids for the purchase of uniforms for Fire & EMS personnel. All of the finished garments shall require some combination of name strip, embroidery and ACFR approved patches to be sewn on, and therefore, each Bidder shall be required to provide this service.

5.0 **ESTIMATED QUANTITIES**

5.1 Every effort has been made to adequately approximate the number of items to be purchased as the estimated quantities are based on historical data. This is not a guaranteed minimum or maximum and the County reserves the right to add or reduce the amount as needed.

6.0 **SIMILAR BRAND REQUEST**

6.1 Bidders shall submit request for County’s acceptance and/or approval of similar brand(s)/changes/etc. to listed approved brands, in writing and prior to questions deadline – requests shall include a sample for comparison. Requests which do not provide sample shall not be considered. If the County does not authorize a change prior to bid closing via addendum, the Terms and Conditions, and Specifications stand; any counter-proposal on Terms and Conditions, or Specifications will be rejected, as will the bid.

7.0 **SAMPLES**

7.1 Bidders shall include sample items with their submittal as follows:

7.2 A sample must be provided for each shirt type listed on the bid form and must display examples of name strip embroidery, and/or a sewn on patch as indicated in the description of the item.

7.3 All samples must be received by the posted due date and time, or the submittal will be deemed non-responsive.

7.4 Each individual sample must include labels with vendor name, manufacturer’s brand name and number, BID number (#19B-180) and line item reference number.

7.5 Request for return of samples must be received with the samples and shall include instructions with shipping authorization and name of carrier. If these instructions are not received, Alachua County shall dispose of the sample items at its discretion. Upon request, the County will return samples to the bidder, at the bidder’s expense.

8.0 **REQUIRED COLORS**

8.1 The colors listed on the bid form are the required colors for each item.

9.0 **QUALITY**

9.1 All garments, as applicable, shall meet or exceed industry standards for fabric thread count, tensile/tear strength, and pilling. Additionally, the finish garment shall meet or exceed industry standard for washing, shrinkage, stitching and fit/sizing. All garments shall have permanently affixed labels, which include size, fabric content and care instructions. The above are considered to be minimum requirements and are not meant to be all-inclusive. **NO IRREGULAR CUTS OR SECONDS WILL BE ALLOWED.** Final decision on whether product meets or exceeds quality specifications shall be determined solely by the County.

9.2 **ONLINE ORDERING** ACFR would require the firm or vendor to have an online ordering system for ACFR employees to access and place orders securely. Online ordering system must be active and ready to use within 30-60 days from award. All online ordering pricing must not exceed Bidder's bid pricing.

10.0 **PRICING**

10.1 Bidder shall provide pricing for all items, using as many suppliers as necessary to complete the bid form. Items left blank or noted as unavailable will deem the offer non-responsive.

10.2 All unit prices shall include embroidery, name strips, patches, screen printing and shipping/delivery. Vendor will supply the patches and name strips if applicable and apply them prior to shipping to ACFR. Alachua County Board of County Commissioners is currently utilizing logos shown below. This is not a guarantee they will ever be reproduced and/or remain in production. No additional charges for these services will be accepted unless otherwise noted in this scope of work.

10.3 In addition, Vendor shall provide a separate unit price to supply additional individual patches with or without Velcro on the back and a separate unit price for additional individual name strips.

11.0 **EMBROIDERY/SCREEN PRINTING**

11.1 Golf/Polo and/or Oxford/Poplin shirts: Shall be embroidered in color if requested with Alachua County Fire Rescue logo on the left front with the appropriate division's title and/or employee's name monogrammed on the right front of the shirt. Items may have up to three (3) lines of Embroidery Print of Name, Department/Division, and/or Title and one (1) Print of Name, Department/Division, or Title. Set up at no additional cost. Alachua County Logo for a Polo shirt is approximately 3" high by 3" wide. Custom Embroidery on the Right side of the Chest specific to each order. Single line of print may also be embroidered on sleeve of any item purchased. Lines of print maybe no longer than the width of the County Logo.

11.2 Nomex and Special Ops shirts: Gold or Silver thread embroidered 6" long x 1" high name strip over the right pocket, sewn on each Nomex and TDU shirt. Name strips shall be provided with hook and loop Velcro for Special Ops orders. Vendor will be also be responsible for the Embroidery of the rank on the collar of Nomex shirts only; example provided below, in the thread color accepted by ACFR (Gold or White is the current standard).

11.3 T-Shirts, Golf/Polo and/or Oxford/Poplin shirts shall include screen printing in the color requested with Alachua County Fire Rescue logo on the left front with the option to have the appropriate division's title and/or employee's name on the right front of the shirt. Items may have up to three (3) lines of Screen Print of Name, Department/Division, and/or Title and one (1) Print of Name, Department/Division, or Title. Set up at no additional cost. Alachua County Logo for a Polo shirt is approximately 3 high by 3 wide. Custom Screen Printing on the Right side of the Chest specific to each order. Single line of print may also be Screen Printed on sleeve of any item purchased. Lines of print maybe no longer than the width of the County Logo. On back of Tee-shirt Custom Screen Printing of three (3) lines- Alachua County Fire-Rescue with text letters 2" tall and 1.5" wide. On back Golf/Polo and/or Oxford/Poplin shirts Custom Screen Printing of ACFR in block lettering, letter size of 2" x 2".

11.3.1 ACFR reserves the ability to redesign the logo or writing on any Polo or Uniform shirt with no set up or additional fees. All artwork and lettering is subject to change – should artwork and/or color requirements change significantly, pricing for these items may be renegotiated. ACFR also reserves the right to have names put on individual shirts if requested with no minimum order.

12.0 **DELIVERY**

12.1 Delivery shall be made to ACFR Central Supply Warehouse, 5900 NW 13th Street, Gainesville, Florida, 32653, during regular business hours 7:00 AM – 5:00 PM Monday – Friday, excluding county holidays and within 30 days from order placement with exception of Blackington Badges which are 60 days from order placement.

13.0 **PACKAGING/SHIPPING LABELS**

13.1 Shipping labels shall be attached to each carton and shall contain the following information: Purchase Order number, Item number, items description, quantity contained in each package, and total number of items being delivered; NOTE: Contractor shall be required to provide Alachua County with contact names, phone numbers and fax number and be available at all times during normal working hours to answer questions as needed regarding order prior to and after issuance of purchase orders from requesting department/division.

13.2 The following is the minimum required scope of work /services /specifications. All items will have variations for both men and women unless the items are unisex or one size fits all.

14.0 **MINIMUM UNIFORM SPECIFICATIONS**

14.1 **Flying Cross Nomex Uniforms (Shirts and Pants)***

14.1.1 Certified NFPA 1975 station uniform standard NFPA 1975, 2004 edition. ISO 9001: 2008 Certified

14.1.2 Set shall consist of one (1) pair of pants and one (1) button down shirt to include required embroidery, name strip namestrip and ACFR approved patches.

14.1.3 Pant- 6.5 oz., Nomex® IIIA Aramid fiber (93% Aramid, 5% DuPont™ KEVLAR® fiber, 2% anti-static fibers) with twill weave

14.1.4 **Pant-** Twill Weave

14.1.5 **Pant-** Soil Release fabric

- 14.1.6 **Pant-** Quarter top pockets
- 14.1.7 **Pant-** Reinforced Stitching on pockets and waistband
- 14.1.8 **Pant-** Two front deep-inset pockets; Two large rear welt pockets, one with button
- 14.1.9 **Pant-** Outseam, Inseam and seat feature a triple needle for longer life of garment
- 14.1.10 **Pant-** ¾” wide belt loops
- 14.1.11 **Pant-** Lintrak creases for neater appearance
- 14.1.12 **Pant-** Waist Sizes: 28-54, Lengths 28- 36
- 14.1.13 **Shirt-** 4.5 oz. Nomex® IIIA Aramid fiber (93% Aramid, 5% Kevlar®, 2% anti-static fibers)
- 14.1.14 **Shirt-** Soil Release fabric
- 14.1.15 **Shirt-** NFPA 1975, 2004 edition. ISO 9001: 2000 Certified
- 14.1.16 **Shirt-** 5 sewn-in creases, 2 front, 3 back
- 14.1.17 **Shirt-** Shoulder straps cross-stitched symmetrically for neater appearance
- 14.1.18 **Shirt-** Patch Pockets with Velcro closure
- 14.1.19 **Shirt-** Short Sleeves
- 14.1.20 **Shirt-** Customizable
- 14.1.21 **Shirt-** Optional badge tabs may be added
- 14.1.22 **Shirt-** 7-button placket front with concealed snap closure
- 14.1.23 **Shirt-** Sizes: Small – 4x
- 14.1.24 Machine wash and dry
- 14.1.25 Made in the USA/Imported
- 14.1.26 Current approved Flying Cross Nomex Pants: Galls TR619, TR620, waist sizes from 28” to 54” and length from 28” to 36”, Pants will be made available in any of the aforementioned waist and length combinations as requested by the County.
- 14.1.27 Current approved Flying Cross Nomex Shirts: Galls SR558, SR560, Sizes Small - 4x.

14.2 Topps Safety Wildland Firefighting Pants 6oz Nomex – Yellow

- 14.2.1 6.0 oz. per square yard DuPont NOMEX® aramid
- 14.2.2 Waist adjustable with hook and loop take up tabs
- 14.2.3 Outseams and seat seam are reinforced by double topstitching entire length

- 14.2.4 Two belled cargo pockets with hook and loop closures on flaps
 - 14.2.5 Waistband closes with heavy-duty snap
 - 14.2.6 Hook and loop take up tabs on leg bottoms
 - 14.2.7 Two patch hip pockets with flaps and hook and loop closure
 - 14.2.8 Bottoms of side pockets are reinforced using an “X” bartack
 - 14.2.9 Sewn throughout with NOMEX® thread
 - 14.2.10 Self-locking brass zipper with NOMEX® zipper tape
 - 14.2.11 Current approved Wildland Pants: TOPPS PA12-5648, waist sizes from 28” to 54” and length from 28” to 36”, Pants will be made available in any of the aforementioned waist and length combinations as requested by the County.
 - 14.2.12 Made in USA
- 14.3 Topps Safety Wildland Firefighting Jacket 6 oz. Nomex – Yellow**
- 14.3.1 Model JK12 Jacket Fabric:6.0 oz. per square yard DuPont NOMEX® aramid or 9.0 oz. per square yard Ultra Soft®•long style to ensure adequate interface with pants
 - 14.3.2 Radio pocket on left front with hook and loop flap closure
 - 14.3.3 Outseams and seat seam are reinforced by double topstitching entire length
 - 14.3.4 Belled breast pockets with hook and loop flap closure
 - 14.3.5 Two belled lower pockets with hook and loop flap closure
 - 14.3.6 Hook and loop closure on sleeve cuffs
 - 14.3.7 Large collar with throat piece with hook and loop closure
 - 14.3.8 Heavy-duty zipper with NOMEX® zipper tape
 - 14.3.9 Hook and loop closure tabs on front to conceal zipper
 - 14.3.10 2 Inch Scotchlite triple-trim around bottom of the jacket and the cuffs
 - 14.3.11 Current approved Wildland Jacket: TOPPS JK12-5648, Sizes small thru 4XL and sleeve lengths available in regular or long. Jackets will be made available in any of the aforementioned size and sleeve length combinations as requested by the County.
 - 14.3.12 Made in USA
- 14.4 Flying Cross Polyester Cotton Trousers with Flex Waistband Mfg. #47400 Navy Men’s and Women’s**
- 14.4.1 6.5 oz., 65% polyester, 35% cotton twill

- 14.4.2 Intelli-Dry and StainSmart® 3™ technology repels liquids, wicks away moisture and releases stains with each wash
- 14.4.3 Excellent color retention
- 14.4.4 Freedom Flex expandable hidden waistband provides up to 4" of stretch
- 14.4.5 Tru-Grip waistband keeps shirt tucked in
- 14.4.6 1" wide belt loops tucked into waistband
- 14.4.7 Lintrak permanent creases
- 14.4.8 Inseams and outseams are neatly serged and pressed for a smooth finish with pucker-free seams
- 14.4.9 Firm bartacking at all stress points for longer life of the garment
- 14.4.10 Crushproof double hook-and-eye with fully functional French fly
- 14.4.11 Machine wash and dry

14.5 **Propper® Wildland Overpant**

- 14.5.1 6.8 oz. Omniweave fabric 680 fabric blend protects from flash fire and heat
- 14.5.2 UL certified to NFPA 1977
- 14.5.3 Sewn to military specifications 5100-92M JAN 2010
- 14.5.4 Excellent durability and resistance to abrasion and tear Occunoms
- 14.5.5 Superior moisture management due to proprietary wicking technology that spreads moisture for improved evaporation
- 14.5.6 Excellent colorfast even after multiple industrial laundries
- 14.5.7 Pleated knees
- 14.5.8 Extra deep front slash pockets
- 14.5.9 Bar-tack reinforcement in all stress areas
- 14.5.10 Button/ self-locking Nomex zipper-fly closure with internal storm flap
- 14.5.11 Waist Sizes: Small thru 3XL and Length Options of Regular and Long.

14.6 **Propper® Wildland OverShirt**

- 14.6.1 Extended "Stand up" collar shirt with hook and loop closure
- 14.6.2 Internal hanger loop sewn in to the center back collar
- 14.6.3 Nomex zipper front closure with internal storm flap

- 14.6.4 Two mic tabs located above pockets
- 14.6.5 Expandable/ angled pleated patch pocket located on the front right chest with hook and loop flap closure
- 14.6.6 Angled radio pocket with drain holes located on the left chest secured by a tapered hook and flap closure
- 14.6.7 2" heat applied silver reflective trim around biceps
- 14.6.8 Bi-swing pleated back
- 14.6.9 Articulated pleated elbows with hook and loop adjustable cuffs
- 14.6.10 Hook and loop adjustable cuff
- 14.6.11 7.0 oz. Sigma 4 Star fabric, powered by Nomex
- 14.6.12 Sizes: Small thru 3XL and Length Options of Regular and Long.

14.7 Uniform Dress Belt

- 14.7.1 1"W of black leather
- 14.7.2 Sizes: Waists 28-60, even
- 14.7.3 Buckle: Silver or Brass

Current approved belt: BOSTON LEATHER 1" OFF DUTY BELT MFG # ZU939

14.8 SCBA Mask Bag (BLACK)

- 14.8.1 Designed for SCBA masks, will fit most gas masks
- 14.8.2 Padded interior, nylon exterior
- 14.8.3 Drawstring enclosure
- 14.8.4 Measures 14"H x 9"W x 9"D

Current approved bag: Galls BG027 FE674

14.9 Turnout Gear Step-in Bag

- 14.9.1 Heavy-Duty Padded Nylon Shoulder Strap
- 14.9.2 ID Window
- 14.9.3 Large, Heavy-Duty Zippers
- 14.9.4 Reinforced Bottom
- 14.9.5 Reflective Trim True Step-In (opens from top, not front)

- 14.9.6 3 front compartments made especially for Radio, Flashlight and Clipboard or other items of your choice
- 14.9.7 2 side compartments made especially for gloves, SCBA mask, hood
- 14.9.8 Color: RED
- 14.9.9 Measures 20 x 19 x 3 inches

Current approved bag: LXFB20-R

14.10 Tie (Dark Navy)*:

- 14.10.1 100% polyester
- 14.10.2 Clip on and regular style
- 14.10.3 Pre-tied
- 14.10.4 Tropical weave
- 14.10.5 Comes with three buttonholes to keep ties straight
- 14.10.6 Slide small end of tie through the loop and button to the shirt
- 14.10.7 Made in USA
- 14.10.8 Short (3" wide, 14.5" long); Regular (3" wide, 18" long), Long (3" wide, 20" long), Extra Long (3.5" wide, 22" long)

Current approved Tie: Galls # UA494

14.11 CLASS A – COMMAND SHIRT**

- 14.11.1 Per the instructions provided, specific patches shall be sewn on each shirt as applicable (Patches: Department /EMT/PM/Special Ops/ Custom patch) and cost for patches shall be included in unit cost for item. Recipient shall be measured for long sleeve length(s).
- 14.11.2 7-7.5 oz, 100% polyester with tropical weave
- 14.11.3 VISA System 3-fabric technology
- 14.11.4 Moisture transport: 7 times faster than nano-treated fabrics
- 14.11.5 Permanent stain release: 4.5 times better than nano-treated fabrics
- 14.11.6 Drying rate: 33% faster than nano-treated fabrics
- 14.11.7 Convenient zipper front with a traditional button look
- 14.11.8 Seven-button placket
- 14.11.9 Roomy cut accommodates body armor
- 14.11.10 Permanent sewn-in creases and collar stays

- 14.11.11 Pleated pockets with scalloped flaps and VELCRO® brand closure
- 14.11.12 Hidden pencil compartment in left chest pocket
- 14.11.13 Cross-stitched shoulder straps for a neater appearance
- 14.11.14 Badge eyelets with full badge sling
- 14.11.15 Satin-lined yoke and collar
- 14.11.16 Machine wash and dry
- 14.11.17 Made in USA/Imported
- 14.11.18 Style: Long Sleeve, Short Sleeve
- 14.11.19 Sizes: - Men's – Short Sleeve: 14.5 – 22
- 14.11.20 Long Sleeve: 15.5 – 21
- 14.11.21 Women's –Short Sleeve: 32 – 48
- 14.11.22 Long Sleeve: 32 – 48
- 14.11.23 Colors: White, Navy
- 14.11.24 Patches: Unit price shall include two (2) patches per shirt
- 14.11.25 Patch Layout 1: Left-side (L) and Right-side (R) – ACFR Patch (Attachment 2, see Figure 1)
- 14.11.26 Patch Layout 2: (L) – ACFR Patch (Attachment 4, Fig 1 and 2) and (R) – PM Patch (Attachment 4, Figure 3)
- 14.11.27 Patch Layout 3: (L) – ACFR Patch and (R) – Spec Ops Patch PM (Attachment 4, see Figure 1)

14.12 Propper Ice Performance Polo Shirt

- 14.12.1 Current brand accepted/approved by ACFR is PROPPER - Men's Short Sleeve (ST136, Galls: Women's Short Sleeve (ST248),
- 14.12.2 Per the instructions provided, specific patches shall be sewn on each shirt as applicable (Patches: Department /EMT/PM/ Custom patch) and cost for patches shall be included in unit cost for item. Recipient shall be measured for long sleeve length(s).
- 14.12.3 94% polyester, 6% spandex
- 14.12.4 Advanced wicking fabric pulls moisture away from the body and dries quickly to keep you cool and comfortable
- 14.12.5 PROPPER I.C.E.™ (Integrated Cooling Effect) technology
- 14.12.6 Fade, shrink and wrinkle resistant

- 14.12.7 Low profile appearance for use both on and off duty
 - 14.12.8 Gusseted, mesh underarm increases ventilation and range of motion
 - 14.12.9 Hidden buttons under collar for professional or casual look
 - 14.12.10 Two-channel pen pockets on the left sleeve
 - 14.12.11 Longer tail in back to keep shirt tucked
 - 14.12.12 Mic clips on both shoulders and sunglass clip under placket
 - 14.12.13 Alachua County Logo 3" high by 3" wide on Left side Chest. Custom Embroidery on the Right side of the Chest
- 14.13 Proper Uniform 100% Cotton Polo Shirt
- 14.13.1 Current brand accepted/approved by ACFR is PROPPER - Men's Short Sleeve (SH3313), Galls: Women's Short Sleeve (SH3314)
 - 14.13.2 Per the instructions provided, specific SCREEN PRESS on each shirt as applicable
 - 14.13.3 5.6 oz.,100% Egyptian cotton construction
 - 14.13.4 Naturally soft, cool and breathable Snag- and pill-resistant
 - 14.13.5 Collar stays
 - 14.13.6 Mic pockets at shoulders
 - 14.13.7 Alachua County Logo 3" high by 3" wide on Left side Chest. Custom Embroidery on the Right side of the Chest
- 14.14 **T-Shirt**
- 14.14.1 Current brand accepted/approved by ACFR is Gildan 8000 Navy
 - 14.14.2 50% Cotton / 50% Polyester
 - 14.14.3 Classic Fit
 - 14.14.4 Preshrunk jersey knit
 - 14.14.5 Moisture-wicking properties
 - 14.14.6 Seamless double-needle 7/8" collar
 - 14.14.7 Taped neck and shoulders
 - 14.14.8 Pad printed neck label and double-satin shoulder label
 - 14.14.9 Double-needle sleeve and bottom hems
 - 14.14.10 Quarter-turned to eliminate center crease

14.14.11 Sizes small thru 5XL

14.14.12 Alachua County Logo 3” high by 3” wide on Left side Chest On back of Tee-shirt Custom Screen Printing of three (3) lines- Alachua County Fire-Rescue with text letters 2” tall and 1.5” wide

14.15 Polyester Cotton Trousers with Flex Waistband * (Dark Navy)**

14.15.1 6.5 oz, 65% polyester, 35% cotton twill

14.15.2 Intelli-Dry and StainSmart® 3™ technology repels liquids, wicks away moisture and releases stains with each wash.

14.15.3 Excellent color retention

14.15.4 Freedom Flex expandable hidden waistband provides up to 4" of stretch

14.15.5 Tru-Grip waistband keeps shirt tucked in

14.15.6 1” wide belt loops tucked into waistband

14.15.7 Lintrak permanent creases

14.15.8 Inseams and outseams are neatly serged and pressed for a smooth finish with pucker-free seams

14.15.9 Firm bartacking at all stress points for longer life of the garment

14.15.10 Crushproof double hook-and-eye with fully functional French fly

14.15.11 Machine wash and dry

14.15.12 Imported

14.15.13 Current brand accepted/approved by ACFR is Flying Cross by Fechheimer (Galls: TR650 and TR651/ Mfg.#47400 and Mfg. #47400W)

14.16 Jackets*

14.16.1 Classic Three Way Black Bottom Bomber

14.16.2 Class 3

14.16.3 2” Silver reflective tape

14.16.4 Sizes: Small, Medium, Large, XL, 2XL, 3XL, 4XL, 5XL with long sizes available in larger sizes

14.16.5 Color: Black / Yellow

14.16.6 100% ANSI Polyester with PU coating - waterproof with sealed seams

14.16.7 100% Black Polyester Fleece zip-out liner can be worn as a separate jacket

14.16.8 Black bottom front, collar, cuffs and waistband

- 14.16.9 Pockets: 2 outer, 1 inner, 1 radio, left sleeve pencil pocket with 2 compartments and 2 Mic tabs
- 14.16.10 Two ACFR patches to be included, one on each shoulder. 3x3 ACFR IN LARGE GORILLA GRIP LETTERS ON BACK)

***NOTE: Current brand(s) accepted/ approved is LUX-ETJBJR**

14.17 Traffic Vest

- 14.17.1 ANSI/ISEA 107-2015 TYPE P CLASS 2
- 14.17.2 100% polyester micro-mesh fabric
- 14.17.3 2" 3M™ Scotchlite™ reflective trim
- 14.17.4 Five point breakaway system so it can easily be removed if caught in a car door or during confrontations
- 14.17.5 Zipper front also rips away for quick on/off capabilities
- 14.17.6 Side access cutouts for rapid weapon availability
- 14.17.7 Attached mic and pen holder on both shoulders
- 14.17.8 Lime green
- 14.17.9 Machine wash
- 14.17.10 Made in USA
- 14.17.11 Orange reflective 3 x 6 panel on back A.C.F.R. black ink

***NOTE: Current brand(s) accepted/ approved is J-AVLM99-6X-7X**

14.18 Personal Floatation Vest

- 14.18.1 US Coast Guard-approved life jacket - Type III
- 14.18.2 Two 1.5-in. encircling belts, adjustable chest strap and zippered front
- 14.18.3 Two pockets with hook-and-loop tape closures
- 14.18.4 Soft Aquafoam™ and durable Crosstech® flotation foam
- 14.18.5 D-rings for attaching gear
- 14.18.6 Rolled, stand-up collar
- 14.18.7 Minimum 15.5 lbs. (69 Newtons) buoyancy
- 14.18.8 66 sq. in. of 3M™ Scotchlite™ SOLAS grade 6755 reflective material
- 14.18.9 TAA compliant

14.18.10 Approved for use for individuals weighing 90 lbs. or more

14.18.11 Sizes Small thru 3XL

***NOTE: Current brand(s) accepted/ approved is Stearns I426 Search and Rescue Life Vest**

14.19 Rain Coat

14.19.1 ANSI/ISEA 107-2015 Class 3 Type R 49" Long Lime Rain Coat with 3MLime Green

14.19.2 49" Long Rain Coat

14.19.3 Two - 2" 3M Scotchlite Reflective horizontal stripes around the torso. Two - 2" 3M Scotchlite Reflective horizontal stripes around the arms. Two - 2" 3M Scotchlite Reflective vertical stripes over the shoulders.

14.19.4 Underarms and back vented for air flow

14.19.5 Pockets equipped with convenient pass-through accessibility

14.19.6 Includes detachable hood

14.19.7 Dielectric non-conductive hardware

14.19.8 Titles available for back of coat: ACFR in 3"x3" block letters

14.19.9 Sizes Small thru 5x

14.20 Duty Badge –VHB-KK Class A badge*

14.20.1 Style(s): Blackington – B575

14.20.2 Size: 2 1/8 (H) x 1 3/4 (W)

14.20.3 Plate Finish: VHB KK

14.20.4 Engraved: TITLE (AS NOTED BELOW)

14.20.5 FIRE RESCUE DEPT

14.20.6 ALACHUA CO. FLORIDA COUNTY

14.20.7 FL

14.20.8 Lettering: Block, Black

14.20.9 Center Seal: 3/4" (AS CHOSEN BY COUNTY)

14.20.10 Backing: Safety Pin Catch (arched)

14.20.11 Brand: Galls (Blackington –B575) or County accepted/ approved Similar Brand.

14.20.12 NOTE: Current brand(s) accepted/ approved is Galls (Blackinton – B575 Class A) Rank on the badge tops will be as follows by request, LIEUTENANT,

CAPTAIN, BATT. CHIEF, DIV. CHIEF, DEPUTY CHIEF, FIRE CHIEF,
WAREHOUSE MANAGER, PROGRAM MANAGER, EMS LIEUTENANT,
MEDICAL DIRECTOR, ASSISTANT CHIEF, DISTRICT CHIEF

14.21 **OVERSIZED Badge - Class A badge***

- 14.21.1 Style(s): Blackington –B96
- 14.21.2 Size: 2 7/8 (H) x 2 1/2 (W)
- 14.21.3 Plate Finish: VHB KK
- 14.21.4 Engraved: TITLE (AS NOTED BELOW)
- 14.21.5 FIRE RESCUE
- 14.21.6 ALACHUA CO. FLORIDA
- 14.21.7 Lettering: Block, Black
- 14.21.8 Center Seal: 3/4" (AS CHOSEN BY COUNTY)
- 14.21.9 Backing: Safety Pin Catch (arched)
- 14.21.10 Brand: Galls (Blackington –B96) or County accepted/ approved Similar Brand.
- 14.21.11 NOTE: Current brand(s) accepted/ approved is Galls (Blackington – Oversized class A) Rank on the badge tops will be as follows by request, DEPUTY CHIEF, CHIEF, MEDICAL DIRECTOR, ASSISTANT CHIEF, DISTRICT CHIEF

14.22 **RHO GLO BADGES**

- 14.22.1 Style(s): Galls (Blackington) B575
- 14.22.2 2 1/8 (H) x 1 3/4 (W)
- 14.22.3 Plate Finish: RHO GLO
- 14.22.4 Engraved: TITLE (AS NOTED BELOW)
- 14.22.5 FIRE RESCUE
- 14.22.6 ALACHUA CO. FLORIDA
- 14.22.7 Lettering: Block, Black
- 14.22.8 Center Seal: Galls – Blackington (AS CHOSEN BY COUNTY)
- 14.22.9 Backing: Safety Pin Catch (arched)
- 14.22.10 Brand*: Galls (Blackington B575) or County accepted/ approved Similar Brand.
- 14.22.11 NOTE: Current brand(s) accepted/ approved is Galls (Blackington B575)

14.22.12 Rank on the badge tops will be as follows by request, DRIVER, RECRUITMENT OFFICER, FIREFIGHTER, CHAPLAIN, DRIVER OPERATOR

14.23 **Brass**

14.23.1 To also include silver nameplates

14.23.2 Current approved is Blackington J51 GL

14.23.3 Example of Flying Cross Nomex with Customization Florida EMT patch, ACFR patch.

14.23.4 Examples of embroidered patches and name strips. Embroidered ACFR Emblem Size: 3.16 x 3.16 in.

14.23.5 Embroidered Alachua County Logo Sample Embroidered Name Strip Size: 3" X 3"

14.23.6 4" Standard ACFR Patch 4" PARAMEDIC PATCH

14.23.7 4" Standard ACFR Patch 4" FLORIDA EMT PATCH

14.23.8 Hook Velcro backed and non-Velcro backed. Velcro backed and non-Velcro backed

14.23.9 4" Bugles & Cross Bugles Collar Embroidery Examples

14.23.10 Size: .34" W X .73" H Bugle Size: .72" W X .73" H Bugle LG GLD 1771

14.23.11 Size: .85" W X .74" H Size: .78" W X .74" H Size: .85" W X .78" H (3 Crossed Bugles) (4 Crossed Bugles) (5 Crossed Bugles) GLD 1771 GLD 1771 GLD 1771

14.24 **CLASS B – POLYESTER/ COTTON COMMAND SHIRT****

- Per the instructions provided, specific patches shall be sewn on each shirt as applicable (Patches: Department /EMT/PM/Special Ops/ Custom patch) and cost for patches shall be included in unit cost for item.

14.24.1 **4.5 oz 65% polyester, 35% cotton Duro Poplin**

14.24.2 Seven-button front closure

14.24.3 Permanent sew-in military creases and collar stays

14.24.4 Pleated pockets with hook-and-loop secured flaps

14.24.5 Hidden pencil compartment in left chest pocket

14.24.6 Symmetrically cross-stitched shoulder straps for a neater appearance

14.24.7 Shoulder epaulets

14.24.8 Full badge sling

- 14.24.9 Customizable with emblems, embroidery or heat press
- 14.24.10 Machine wash and dry
- 14.24.11 Sizes 14.5 - 24, also available in long sizes
- 14.24.12 Patches: Unit price shall include two (2) patches per shirt
- 14.24.13 Patch Layout 1: Left-side (L) and Right-side (R) – ACFR Patch (Attachment 2, see Figure 1)
- 14.24.14 Patch Layout 2: (L) – ACFR Patch (Fig 1 + 2) and (R) – PM Patch (Fig 3) (Attachment 4)
- 14.24.15 Patch Layout 3: (L) – ACFR Patch and (R) – Spec Ops Patch **PM** (Attachment 4, see Figure 1)
- 14.24.16 Current brand(s) accepted/approved is Flying Cross 85R54, 176R54, 126R54

14.25 Polyester Trousers *: (Black, Dark Navy)**

- 14.25.1 100% Visa System 3 polyester with serge weave
- 14.25.2 Moisture transport: 7 times faster than nano-treated fabrics
- 14.25.3 Permanent stain release: 4.5 times better than nano-treated fabrics
- 14.25.4 Drying rate: 33% faster than nano-treated fabrics
- 14.25.5 Quarter top pocket
- 14.25.6 Tab left hip pocket
- 14.25.7 Snu-tex waistband
- 14.25.8 ¾” wide belt loops
- 14.25.9 Inseams and outseams are neatly serged and pressed for a smooth finish with pucker-free seams
- 14.25.10 Backtracked at all stress points
- 14.25.11 Crushproof double hook-and-eye with fully functional French Fly
- 14.25.12 Machine wash and dry
- 14.25.13 Made in USA
- 14.25.14 Waist sizes 28 - 62. Lengths 27 – 36

Current brand accepted/approved by ACFR is Flying Cross by Fechheimer (Galls: TR121, TR083, TR082, TR083/ Mfg.#382,3960)

14.26 CLASS A NAMEPLATE/ NAME TAGS

14.26.1 Size 2 3/8” x 1/2”

14.26.2 Colors: Gold, Silver

14.26.3 Finish: Polished

14.26.4 Attachment: Clutch back

14.26.5 Black Lettering

14.26.6 Line # 1: Employee first initial , employee last name

14.26.7 Line # 2: Employee Rank/Position

Current brand accepted/approved by ACFR is (Galls # NT035 SIL PLSH CB and # NT035 GLD PLSH CB)

15.0 SUBSTITUTIONS

15.1 Where the specification indicates “or Equal” the Bidder may propose a substitute by indicating the brand name, part number and packaging. However, as specified in General Terms 10 and 11 above, the Bidder is responsible to prove equivalency. Documentation and/or samples must be supplied upon request within 4 days. In the event that the Bidder is awarded the equivalent item, but it is later determined that the item does not meet required standards, in the judgment of the County, the Bidder must bear all costs for return of such goods, and the item will be procured from the next qualified bidder.

16.0 AWARD

16.1 The County reserves the right to award multiple contracts for the items specified. In order to receive a contract, a bidder must qualify for award of at least three (3) items. The County also reserves the right to accept bids for less than three (3) items, if the County deems the pricing/volume of those items are worthy of a separate contract.

17.0 ADDITIONS/DELTETION OF ITEMS

17.1 The County reserves the option to add or delete item(s), by accepting a mutually-agreed-upon price or by obtaining such items via the County’s regular Procurement Procedures.

18.0 ANNUAL PRICE ADJUSTMENTS

18.1 Price adjustments (whether an increase or decrease) will be based on the change in the Consumer Price index for the preceding twelve (12) months as calculated and published by the United States Department of Labor.

PART D – BIDDERS CHECK LIST

- ✓ Bidders may use the boxes to the left to check off items when completed.
- ✓ The checklist is intended as a reminder for certain important items and is not necessarily a complete list of what must be included in your BID submission.
- ✓ Bid Form (Remember to fill this form out completely) **THIS FORM MUST BE SIGNED.**
- ✓ Acknowledge all Addendum(s) issued with this solicitation. A place to check off acknowledgement is on the bid form.
- ✓ Submit the appropriate number of copies.
- ✓ Fill out **all of the exhibits** as required, especially **Exhibit C, Small Business Enterprise (SBE) Program Participation Form** and **Alachua County Government Minimum Wage (GMW) Form.**
- ✓ Include any insurance requirements.
- ✓ Include any bid bonds that may be applicable.
- ✓ Remember to submit your Bid prior to the submittal deadline. It is the vendor's responsibility when using courier services, such as Fed Ex, UPS, etc., to make sure that the bid arrives on time. Please be aware that it may be difficult at times to find parking around the County Administration Building. **LATE BIDS WILL NOT BE CONSIDERED.**
- ✓ Make sure that your bid package has been clearly marked and sealed. The bid number and name along with the vendor's company name should be clearly marked on the outside of the envelope.
- ✓ If you have questions concerning these items or other sections of the bid solicitation please contact Procurement for clarification prior to submitting your bid.

BID FORM

BID NUMBER: 20-11 Annual Purchase of Fire Rescue Uniforms

BID OPENING DATE: 2:00 pm, Wednesday, September 25, 2019

BID OPENING ADDRESS Alachua County Procurement, 3rd Floor
County Administration Building
12 SE 1st Street
Gainesville Florida 32601-6983

INSTRUCTIONS FOR PRICE SHEET COMPLETION: Vendors must type their bids into the Excel document, print a hard copy, sign it, and submit both the Excel copy (saved on flash drive or CD) AND the hard copy with their bid submittal.

VENDOR NAME:	Failure to provide the information requested below may result in rejection of bid.
---------------------	---

Acknowledge Receipt of Addendum(s) (if applicable circle):

#1 Yes No #2 Yes No #3 Yes No #4 Yes No

Bidder: _____ Company: _____

Address: _____

Authorized Signature: _____ Title: _____

Clearly Print Name: _____

Phone: _____ Fax: _____ Date: _____

Email Address: _____

ATTENTION:

**VENDOR
SHOULD
COMPLETE AND
SIGN EXHIBIT B
TO BE
CONSIDERED
RESPONSIVE**

Small Business Enterprise (SBE) Program Participation Form

BID NUMBER: 20-11: Annual Purchase of Fire Rescue Uniforms

OPTION 1

I certify that our Company is an **Alachua County Certified Small Business Enterprise (SBE)** registered prior to the Bid opening.

Circle One:

Yes (If yes, complete and sign the last page of this Exhibit)

No (If No, proceed to Option 2).

OPTION 2

I certify that our Company **will perform ALL work** and that no subcontractors will be utilized for this bid.

Circle One:

Yes (If yes, complete and sign the last page of this Exhibit)

No (If No, proceed to *Option 3.*)

BID NUMBER: 20-11: Annual Purchase of Fire Rescue Uniforms

OPTION 3

SBE Participation. I certify that our Company has contacted the **Alachua County’s Certified SBEs** listed below. I state that the following information regarding SBE Subcontractors is true and correct to the best of my knowledge and belief.

Alachua County has adopted a 15% SBE participation goal and policies which encourage participation of Small Business Enterprises (SBE) in the provision of labor, time, supplies, services or construction items of any kind materials.

SBEs are located in the [Alachua County Small Business Enterprise Directory](#).

Subcontractor (any business entity holding a subcontract with the prime vendor) services are defined as, “a contract with another business entity that obtains labor, time, supplies, services or construction items of any kind.”

Vendors submitting bids under this solicitation are to identify the intended SBE subcontractors. These SBEs have agreed to perform the work for **the total dollar value and percentage of the bid** set forth below.

If SBE subcontractors are not utilized and listed below or if option 1 or 2 was not chosen, you must proceed to Option 4 and document your Good Faith Effort.

SBE Name of Contractor: _____

Address: _____

Scope of Work to be Performed: _____

Total \$ Value: \$ _____ % of Total BID/RFP: _____ %

SBE Name of Contractor: _____

Address: _____

Scope of Work to be Performed: _____

Total \$ Value: \$ _____ % of Total BID/RFP: _____ %

SBE Name of Contractor: _____

Address: _____

Scope of Work to be Performed: _____

Total \$ Value: \$ _____ % of Total BID/RFP: _____ %

SBE Name of Contractor: _____

Address: _____

Scope of Work to be Performed: _____

Total \$ Value: \$ _____ % of Total BID/RFP: _____ %

BID NUMBER: 20-11 Annual Purchase of Fire Rescue Uniforms

OPTION 4

SBE Good Faith Effort. To be considered responsive all Vendors **should have** SBE Participation or demonstrate a good faith effort to utilize SBE subcontractors. **If option 1, 2 or 3 was not chosen the Vendor should complete the section below substantiating compliance with good faith effort requirements.**

In accordance with Section 22.36, of the Alachua County Procurement Code, I have solicited and received responses from the following Alachua County certified SBE companies. (The SBE vendor's response should be recorded in the section below.)

Name of SBE Company: _____

Date SBE Contacted: _____

SBE Contact Name and Phone #: _____

Must be completed by. SBE Response when contacted: _____

Name of SBE Company: _____

Date SBE Contacted: _____

SBE Contact Name and Phone #: _____

Must be completed by. SBE Response when contacted: _____

Name of SBE Company: _____

Date SBE Contacted: _____

SBE Contact Name and Phone #: _____

Must be completed by. SBE Response when contacted: _____

Name of SBE Company: _____

Date SBE Contacted: _____

SBE Contact Name and Phone #: _____

Must be completed by. SBE Response when contacted: _____

Name of SBE Company: _____

Date SBE Contacted: _____

SBE Contact Name and Phone #: _____

Must be completed by. SBE Response when contacted: _____

BID NUMBER: 20-11: Annual Purchase of Fire Rescue Uniforms

I as the undersigned Vendor certify that I have completed one of the option(s) below (*Circle One*):

OPTION 1

OPTION 2

OPTION 3

OPTION 4

If you are unable to certify that, you have completed to the best of your knowledge and belief **OPTION 1, OPTION 2, OPTION 3 or OPTION 4, CALL (48 hours prior to bid opening) Procurement at 352.374.5202, for direction.**

Vendor Name: _____ Date: _____

Signature: _____ Title: _____

Printed Name: _____

DRUG FREE WORKPLACE

Section 22.09 Competitive Sealed Bidding of the Alachua County Procurement Code states that in the evaluation of bids, all factors in the bidding process being equal, both as to dollar amount and ability to perform, priority will be given, first, to those vendors certifying a drug-free workplace, secondly, to certified Small Business Enterprise (SBE) bidders.

The undersigned vendor in accordance with §287.087, Florida Statute and Section 22.09 of the Alachua County Procurement Code hereby certifies that

Name of Business

Does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Bidder's Signature

Date

PUBLIC RECORD DECLARATION OR CLAIM OF EXEMPTION

As a bidder or proposer, any document you submit to Alachua County may be a public record and be open for personal inspection or copying by any person. In Florida ‘public records’ are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by any agency. Section 119.011, F.S. A document is subject to personal inspection and copying unless it falls under one of the public records exemptions created under Florida law. Please designate what portion of your bid or proposal, if any, qualifies to be exempt from inspection and copying:

(Execute either section I. or II, but not both; bidder may not modify language)

I. NO EXEMPTION FROM PUBLIC RECORDS LAW

No part of the bid or proposal submitted is exempt from disclosure under the Florida public records law, Ch. 119, F.S.

Bidder’s Signature: _____ Date: _____

--- **OR** ---

II. EXEMPTION FROM PUBLIC RECORDS LAW AND AGREEMENT TO INDEMNIFY AND DEFEND ALACHUA COUNTY

The following parts of the bid or proposal submitted are exempt from disclosure under the Florida public records law because: (list exempt parts and legal justification. i.e. trade secret):

By claiming that all or part of the bid or proposal is exempt from the public records law, the undersigned bidder or proposer agrees to protect, defend, indemnify and hold the County, its officers, employees and agents free and harmless from and against any and all claims arising out of a request to inspector copy the bid or proposal. The undersigned bidder or proposer agrees to investigate, handle, respond to, provide defense (including payment of attorney fees, court costs, and expert witness fees and expenses up to and including any appeal) for and defend any such claim at its sole cost and expense through counsel chosen by the County and agrees to bear all other costs and expenses related thereto, even if they (claims, etc.) are groundless, false, or fraudulent.

Bidder’s Signature: _____ Date: _____

TYPE “E” INSURANCE REQUIREMENTS

“Vendors”

Vendors shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with products and materials supplied to the County.

I. COMMERCIAL GENERAL LIABILITY.

Coverage must be afforded under a per occurrence form policy for limits not less than \$1,000,000 General Aggregate, \$1,000,000 Products / Completed Operations Aggregate, \$1,000,000 Personal and Advertising Injury Liability, \$1,000,000 each Occurrence, \$50,000 Fire Damage Liability and \$5,000 Medical Expense.

II. AUTOMOBILE LIABILITY. (When Vendor Delivers to County Premises)

Coverage must be afforded including coverage for all Owned vehicles, Hired and Non-Owned vehicles for Bodily Injury and Property Damage of not less than \$1,000,000 Combined Single Limit each accident.

III. WORKERS COMPENSATION AND EMPLOYER’S LIABILITY. (While Vendor’s Employee(s) are on County Premises)

A Coverage to apply for all employees at STATUTORY Limits in compliance with applicable state and federal laws; if any operations are to be undertaken on or about navigable waters, coverage must be included for the USA Longshoremen & Harbor Workers Act.

B Employer’s Liability limits for not less than \$100,000 each accident; \$500,000 disease policy limit and \$100,000 disease each employee must be included.

IV. OTHER INSURANCE PROVISIONS.

The policies are to contain, or be endorsed to contain, the following provisions:

A Commercial General Liability and Automobile Liability Coverages

1 The Alachua County Board of County Commissioners, its officials, employees and volunteers are to be covered as an Additional Insured as respects: Liability arising out of activities performed by or on behalf of the Vendor; products and completed operations of the Vendor; or automobiles owned, leased, hired or borrowed by the Vendor.

2 The Vendor’s insurance coverage shall be considered primary insurance as respects the County, its officials, employees and volunteers. Any insurance or self-insurance maintained by the County, its officials, employees or volunteers shall be excess of the Vendor’s insurance and shall be non-contributory.

B Workers’ Compensation and Employers’ Liability Coverages

1 The insurer shall agree to waive all rights of subrogation against the County, its officials, employees and volunteers for losses arising from work performed by the Vendor for the County.

C All Coverages

1 The Vendor shall provide a Certificate of Insurance to the County with a notice of cancellation. The certificate shall indicate if cover is provided under a “claims made” or “per occurrence” form. If any cover is provided under a claims made from the certificate will show a retroactive date, which should be the same date of the contract or purchase order (original if contact is renewed) or prior.

V. **SUBCONTRACTORS**

Vendors shall include all subcontractors as insured under its policies. All coverages for subcontractors shall be subject to all of the requirements stated herein.

CERTIFICATE HOLDER: Alachua County Board of County Commissioners

The Certificate of Insurance must contain the following:

Department Contact: **Mark Shelton, Cheryl Ellis**

Department: **Fire Rescue Services**

Dept. Contact Phone: **352.384.3101**

Dept. Contact Email: mshelton@alachuacounty.us

Bid: **20-11 Annual Purchase of Fire Rescue Uniforms**



ACFR PATCH

14.23.6

14.23.7

FIGURE 1

ATTACHMENT 1



MISC SPECIALTY
ROCKER PATCHES



SECTION 11.2

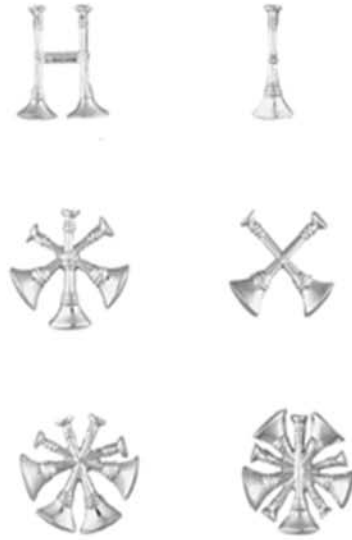
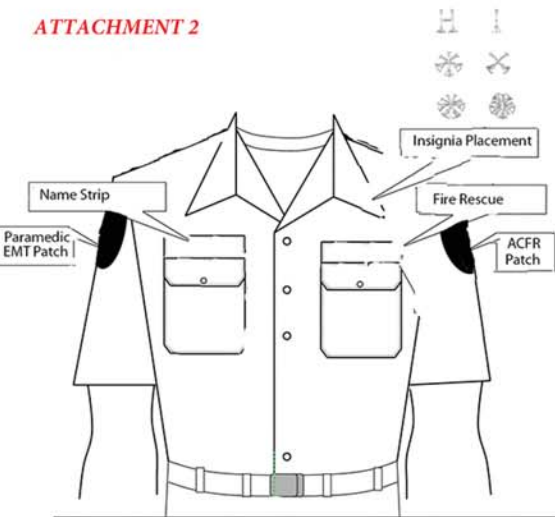


SECTION 11.2

ACFR

PLACEMENT OF THE CLASS "B" UNIFORM

ATTACHMENT 2



SECTION 14.23.10

PATCH LAYOUT 1, FIGURE 1

SECTION 11.2



SECTION 14.20



SECTION 14.23.11



SECTION 14.22



SECTION 14.23



SECTION 14.23



ATTACHMENT 3

SECTION 11.3 AND SECTION 14.14

ALACHUA
COUNTY
FIRE-RESCUE

3.5 IN X 3.5 IN



SECTION 11.3.1



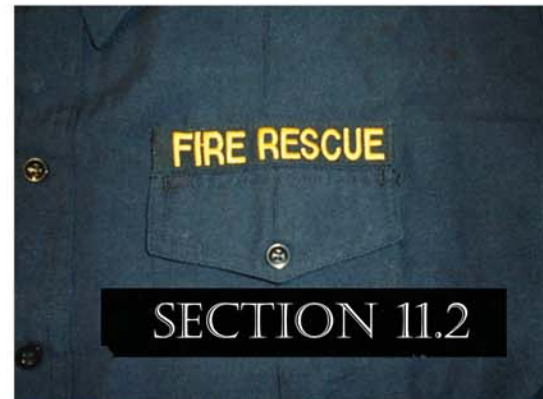
SECTION 11.2

PATCH LAYOUT 2 FIGURE 1



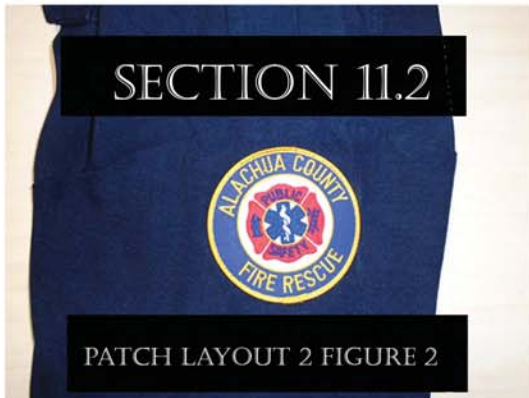
SECTION 11.2

FIRE RESCUE



FIRE RESCUE

SECTION 11.2



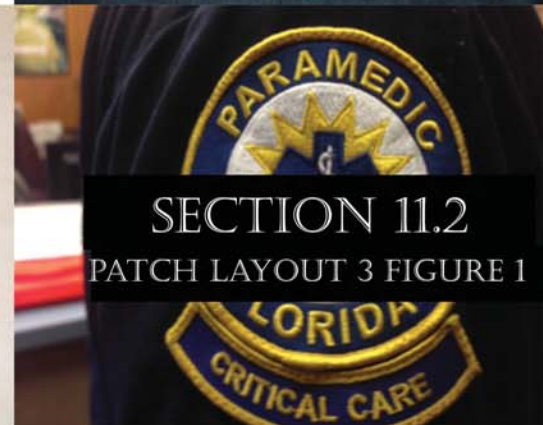
SECTION 11.2

PATCH LAYOUT 2 FIGURE 2



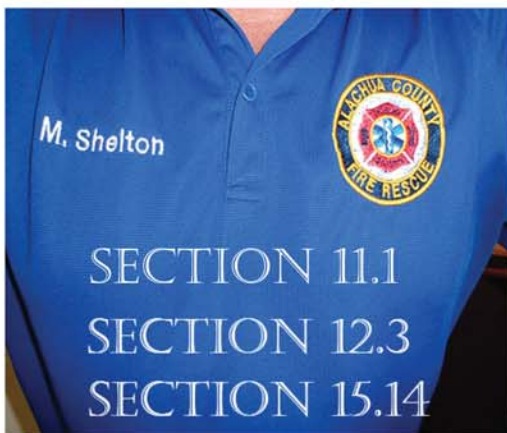
SECTION 11.2

PATCH LAYOUT 2 FIGURE 3



SECTION 11.2

PATCH LAYOUT 3 FIGURE 1



M. Shelton

SECTION 11.1

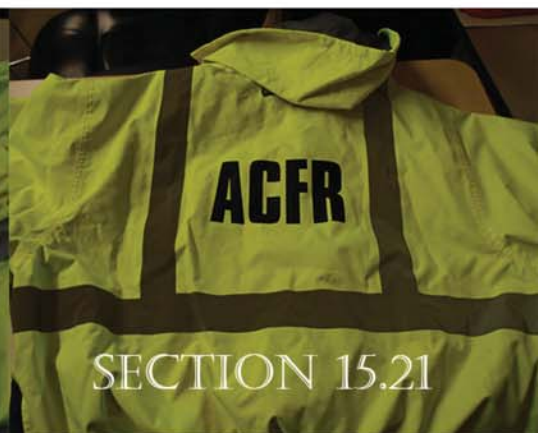
SECTION 12.3

SECTION 15.14



ACFR

SECTION 15.18



ACFR

SECTION 15.21

PATCH AND TEXT LAYOUT

ATTACHMENT 4