



**Board of County
Commissioners**
Tina Skeldon Wozniak
President
Pete Gerken
Carol Contrada

Office of Support Services
Kelleigh Decker
Director, Office of Management and Budget
Lynn DiPierro
Manager

Addendum #1 - Issued June 26, 2015

Regarding Bids for the Price Agreement for the Purchase of Uniforms for Various Departments (ITB 15-007P) through the Lucas County Facilities Department, bid opening scheduled for July 14, 2015 at 2:00 P.M. (local time).

This document becomes a fully incorporated part of the specifications, and this letter constitutes legal notice of this requirement.

The entire original Bid Packet including this addendum must be submitted prior to the Bid Opening Date and Time.

The following corrected Specifications & Pricing Section of the bid packet is to replace the existing. Please use this attachment and discard the original Specifications & Pricing Section.

**COMMODITY: PURCHASED UNIFORMS
CENTRALIZED DRUG TESTING**

DEPARTMENT INFORMATION: YOU MAY USE SEVERAL LINES PER ITEM DESCRIPTION IF NEEDED				VENDOR USE ONLY. For any substitution, note with an asterick (*) in product number column and fill in bid item substitution sheet.										
ITEM #	EST QTY	PRODUCT NUMBER "OR EQUAL"	DESCRIPTION Include Color If Any	COLOR IF ANY	MFR NAME & ITEM NUMBER	WEIGHT & THREAD COUNT	UNIT PRICE 2015	EXTENDED PRICE FOR ESTIMATED QUANTITY 2015	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2016	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2016	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2017	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2017	**SIZE RANGE	**ADDITIONAL COST
18	1	7502	RDP Scrub Shirt, Unisex, 50% Poly, 50% comb Cotton 2 XL	Rasp.										
19	1	7502	BCP Scrub Shirt, Unisex, 50% Poly, 50% comb Cotton 2 XL	Ceil Blue										
20	1	7602	BNP Scrub Pant, Unisex, 50% Poly, 50% comb Cotton 2XL	Navy										
21	1	7602	RPP Scrub Pant, Unisex 50% Poly, 50% combed Cotton, 2XL	Grape										
22	1	7602	BTP Scrub Pant, Unisex, 50% Poly, 50% combed Cotton, 2 XL	Teal										
23	1	7602	RDP Scrub Pant, Unisex, 50% Poly, 50% comb Cotton 2 XL	Rasp.										
24	1	7602	BCP Scrub Pant, Unisex, 50% Poly, 50% comb Cotton 2 XL	Ceil Blue										

** All prices quoted are for the standard manufacturers sizes. The size scales identify these standard sizes and show the additional percentage charge for premium sizes.

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

Department: Central Drug Testing

DEPARTMENT USE ONLY	VENDOR USE ONLY	
<p>The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for Lucas County Employees; and to describe the type of service desired in meeting those requirements. Centralized Drug Testing wishes to make one award to one vendor. This award will not be split.</p>	PLEASE CHECK ONE	
	AGREE	EXCEPTION, PLEASE PROVIDE EXPLANATION ON EXCEPTION SHEET
<p>Uniforms materials and workmanship used in the construction of these uniforms will be first quality and will result in twelve months of service life without the appearance of fraying or excessive wear. All employees to be serviced under this contract are to be measured for uniforms by a Company Representative to insure proper fit. Size alterations will be provided as requested by individual employees for proper fit during the year. Any alterations so made shall be without cost to Lucas County.</p>		
<p>The successful bidder will furnish an invoice each month to the requisitioning department showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper verification and approval within thirty days after period of billing following the end of the month.</p>		
<p>All quantities specified in the various items are to be considered merely as estimated and are not a binding offer of purchase on the part of Lucas County. Lucas County reserves the right to either increase or decrease the quantity as its requirements demand.</p>		
<p>Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within thirty days.</p>		
<p>Requests for permission to deviate in any manner from any part of these specifications must be made in writing explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.</p>		
<p>Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individually tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County.</p>		
<p>It is within the best interest of this department to make one award at one location for items specified.</p>		
<p>Uniforms for new employees must be delivered within sixty days after the date of measurements.</p>		
<p>The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.</p>		
<p>Trouser Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.</p>		

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	AGREE	EXCEPTION, PLEASE PROVIDE EXPLANATION ON EXCEPTION SHEET
Store hours: The vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.		
Only orders authorized by the Department, according to one of the two orders type outlined in delivery section or a special written order from same will be authorized for payment.		
Any alterations or purchases made by an employee without authorization of this department will be the personal responsibility of the person receiving the services.		
All invoicing will include the individual name, social security number and date of requisition (accompanied with copy of the original order, signed and dated by the person who picked up the order.)		
Enough staff to measure, fit and process county personnel within twenty minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provided adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
Bidder must permit Lucas County Departments to visit and inspect the contractors facility as part of the bid evaluation effort.		
Once the contract has been awarded, authorized personnel will be permitted to visit and inspect the contractors facility for the purpose of evaluating the adequacy of the contractor's quality control, inventory level, requisition processing function and other contract related matters.		

COMMODITY: PURCHASED UNIFORMS

Sheriff

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87	300	B76W	Keepers											
88	50	B72W	Keyholder											
89	50	B407	Badgeholders											
90	5	101	Badgewallets											
91	100	B627W-3	Double Magazine Pouch											
92		B628W-3	Single Magazine Pouch											
93	50	5010	Flex Cluffs (pk of 10)											
94	500	STAR11	Five (5) Year Star											
95		STAR12	1 & 2 Star Emblem											
96	250	STAR13	3 Star Emblem											
97	100	STAR14	4 Star Emblem											
98	50	STAR 15	5 Star Emblem											

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DEPARTMENT: Sheriff

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The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for those Lucas County Employees in the Sheriff's Department and to describe the type of service desired in meeting those requirements.	AGREED	EXCEPTION, PLEASE PROVIDE EXPLANATION
Uniforms materials and workmanship used in the construction of these uniforms will be first quality and will result in twelve (12) months of service life without the appearance of fraying or excessive wear. All employees to be serviced under this contract are to be measured for uniforms by a Company Representative to insure proper fit. Size alterations will be provided as requested by individual employees for proper fit during the year. Any alterations so made shall be without cost to Lucas County.		
The successful bidder will furnish an invoice each month to the Sheriff's Office showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper department verification and approval within thirty (30) days after period of billing following the end of the month.		
All quantities specified in the various items are to be considered merely as estimated and is not a binding offer of purchase on the part of the parties. The parties reserve the right to either increase or decrease the quantity as its requirements demand.		
Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within ten (10) days.		
Requests for permission to deviate in any manner from any part of these specifications must be made in writing, explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.		
Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individual tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County		
It is in the best interest of the Sheriff's Department to make one (1) award at one location for items specified.		
Uniforms for new employees must be delivered within ten (10) days after the date of measurement.		
The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen (15) minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.		
The award of a contract will be based on the quantity of items bid, the price of these items and the delivery time. Lucas County Departments may award one (1) or more contracts in any manner that is in the interest of the Lucas County Departments.		
The ordering of uniform garments, plus related parts and services will be executed as needed for county officers and civilian employees by uniform requisition only or a department representative.		
Trouser Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.		
Ordering:		

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The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for those Lucas County Employees in the Sheriff's Department and to describe the type of service desired in meeting those requirements.		
1. A uniform requisition will be given to the employee who submits it to the vendor for measurements and fittings. The merchandise should be available to the employee within ten (10) days of measurements. Orders will be by "uniform requisition" ONLY, unless a department representative has advised vendor differently.		
2. A representative of the department can call the store representative to process "special orders" and advise notice of "large orders," etc.		
3. Store Hours - the vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.		
Fit and Quality: For the purpose of this bid package, references to a particular trade, manufacturer's catalog or model number are made for descriptive purposes to guide the bidder in interpreting the requirements of the Lucas County Department.		
Invoicing: 1. Each invoice must be accompanied by a packing slip for garments, items or services received by a Lucas County Officer or Civilian employee. Each packing slip must be signed and dated by the officer or employee.		
2. Only orders authorized by the uniform division office, according to one of the two order types outlined in delivery section or a special written order from same will be authorized for payment.		
3. Any alterations or purchases made by an officer or civilian employee without authorization from the Lucas County Sheriff's Office, will be the personal responsibility of the person receiving the services.		
4. All invoicing will be the individual name and date of requisition (accompanied with copy of the original order, signed and dated by the person who picked up the order).		
The Bidder Must Have:		
Enough staff to measure, fit and process county personnel within twenty (20) minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provide adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
Bidder must permit the Lucas County Sheriff's Office to visit and inspect the contractor's facility as part of the bid evaluation effort.		
Once the contract has been awarded, authorized personnel will be permitted to visit and inspection of the contractor's facility for the purpose of evaluating the adequacy of the contractor's quality control, inventory level, requisition processing function and other contract related matters.		

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The successful bidder will furnish an invoice each month to the Sheriff's Office showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper department verification and approval within thirty (30) days after period of billing following the end of the month.		
All quantities specified in the various items are to be considered merely as estimated and is not a binding offer of purchase on the part of the parties. The parties reserve the right to either increase or decrease the quantity as its requirements demand.		
Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within ten (10) days.		
Requests for permission to deviate in any manner from any part of these specifications must be made in writing, explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.		
Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individual tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County		
It is in the best interest of the Sheriff's Department to make one (1) award at one location for items specified.		
Uniforms for new employees must be delivered within ten (10) days after the date of measurement.		
The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen (15) minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.		
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Trouser Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.		
Ordering:		

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3. Store Hours - the vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.		
Fit and Quality: For the purpose of this bid package, references to a particular trade, manufacturer's catalog or model number are made for descriptive purposes to guide the bidder in interpreting the requirements of the Lucas County Department.		
Invoicing:		
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The Bidder Must Have:		
Enough staff to measure, fit and process county personnel within twenty (20) minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provide adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
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Uniforms for new employees must be delivered within ten (10) days after the date of measurement.		
The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen (15) minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.		
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GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

DEPARTMENT: Sheriff



DEPARTMENT USE ONLY	VENDOR USE ONLY	
	PLEASE CHECK ONE	
The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for those Lucas County Employees in the Sheriff's Department and to describe the type of service desired in meeting those requirements.	AGREED	EXCEPTION, PLEASE PROVIDE EXPLANATION
Uniforms materials and workmanship used in the construction of these uniforms will be first quality and will result in twelve (12) months of service life without the appearance of fraying or excessive wear. All employees to be serviced under this contract are to be measured for uniforms by a Company Representative to insure proper fit. Size alterations will be provided as requested by individual employees for proper fit during the year. Any alterations so made shall be without cost to Lucas County.		
The successful bidder will furnish an invoice each month to the Sheriff's Office showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper department verification and approval within thirty (30) days after period of billing following the end of the month.		
All quantities specified in the various items are to be considered merely as estimated and is not a binding offer of purchase on the part of the parties. The parties reserve the right to either increase or decrease the quantity as its requirements demand.		
Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within ten (10) days.		
Requests for permission to deviate in any manner from any part of these specifications must be made in writing, explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.		
Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individual tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County		
It is in the best interest of the Sheriff's Department to make one (1) award at one location for items specified.		
Uniforms for new employees must be delivered within ten (10) days after the date of measurement.		
The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen (15) minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.		
The award of a contract will be based on the quantity of items bid, the price of these items and the delivery time. Lucas County Departments may award one (1) or more contracts in any manner that is in the interest of the Lucas County Departments.		
The ordering of uniform garments, plus related parts and services will be executed as needed for county officers and civilian employees by uniform requisition only or a department representative.		
Trouser Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.		
Ordering:		

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

DEPARTMENT: Sheriff



DEPARTMENT USE ONLY	VENDOR USE ONLY	
	PLEASE CHECK ONE	
	AGREED	EXCEPTION, PLEASE PROVIDE EXPLANATION
The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for those Lucas County Employees in the Sheriff's Department and to describe the type of service desired in meeting those requirements.		
1. A uniform requisition will be given to the employee who submits it to the vendor for measurements and fittings. The merchandise should be available to the employee within ten (10) days of measurements. Orders will be by "uniform requisition" ONLY, unless a department representative has advised vendor differently.		
2. A representative of the department can call the store representative to process "special orders" and advise notice of "large orders," etc.		
3. Store Hours - the vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.		
Fit and Quality: For the purpose of this bid package, references to a particular trade, manufacturer's catalog or model number are made for descriptive purposes to guide the bidder in interpreting the requirements of the Lucas County Department.		
Invoicing: 1. Each invoice must be accompanied by a packing slip for garments, items or services received by a Lucas County Officer or Civilian employee. Each packing slip must be signed and dated by the officer or employee.		
2. Only orders authorized by the uniform division office, according to one of the two order types outlined in delivery section or a special written order from same will be authorized for payment.		
3. Any alterations or purchases made by an officer or civilian employee without authorization from the Lucas County Sheriff's Office, will be the personal responsibility of the person receiving the services.		
4. All invoicing will be the individual name and date of requisition (accompanied with copy of the original order, signed and dated by the person who picked up the order).		
The Bidder Must Have: Enough staff to measure, fit and process county personnel within twenty (20) minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provide adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
Bidder must permit the Lucas County Sheriff's Office to visit and inspect the contractor's facility as part of the bid evaluation effort.		
Once the contract has been awarded, authorized personnel will be permitted to visit and inspection of the contractor's facility for the purpose of evaluating the adequacy of the contractor's quality control, inventory level, requisition processing function and other contract related matters.		

Please note. The quantities listed are estimated only. Quantities could be more or less.

COMMODITY: PURCHASED UNIFORMS

DEPARTMENT: Dog Warden

DEPARTMENT INFORMATION: YOU MAY USE SEVERAL LINES PER ITEM DESCRIPTION IF NEEDED				VENDOR USE ONLY. For any substitution, note with an asterick (*) in product number column and fill in bid item substitution sheet.										
ITEM #	EST QTY	PRODUCT NUMBER "OR EQUAL"	DESCRIPTION Include Color If Any	COLOR IF ANY	MFR NAME & ITEM NUMBER	WEIGHT & THREAD COUNT	UNIT PRICE 2015	EXTENDED PRICE FOR ESTIMATED QUANTITY 2015	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2016	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2016	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2017	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2017	**SIZE RANGE	**ADDITIONAL COST
15	8	281782	CARGO PANT DRAWSTRING	BLACK										
16		282902	CARGO PANT DRAWSTRING- PREMIUM	BLACK										
17		71326	FLEECE LINED V-NECK WITH DISK EMBROIDERY	BLACK										
18		71337	FLEECE LINED V-NECK PREMIUM WITH DISK EMBROIDERY	BLACK										
19	20	PT61BK OR PZ33BK	BASIC WORK PANT	BLACK										
20	30		SHORT SLEEVED COTTON T SHIRT- SCREEN PRINTING 2 COLOR FRONT, 1	BLACK										
21	30		LONG SLEEVED COTTON T SHIRT- SCREEN PRINTING 2 COLOR FRONT, 1	BLACK										

** All prices quoted are for the standard manufacturers sizes. The size scales identify these standard sizes and show the additional percentage charge for premium sizes.

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

Department: Dog Warden

DEPARTMENT USE ONLY	VENDOR USE ONLY	
<p>The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for Lucas County Employees; and to describe the type of service desired in meeting those requirements.</p>	PLEASE CHECK ONE	
	AGREE	EXCEPTION, PLEASE PROVIDE EXPLANATION ON EXCEPTION SHEET
<p>Uniforms materials and workmanship used in the construction of these uniforms will be first quality and will result in twelve months of service life without the appearance of fraying or excessive wear. All employees to be serviced under this contract are to be measured for uniforms by a Company Representative to insure proper fit. Size alterations will be provided as requested by individual employees for proper fit during the year. Any alterations so made shall be without cost to Lucas County.</p>		
<p>The successful bidder will furnish an invoice each month to the requisitioning department showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper verification and approval within thirty days after period of billing following the end of the month.</p>		
<p>All quantities specified in the various items are to be considered merely as estimated and are not a binding offer of purchase on the part of Lucas County. Lucas County reserves the right to either increase or decrease the quantity as its requirements demand.</p>		
<p>Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within thirty days.</p>		
<p>Requests for permission to deviate in any manner from any part of these specifications must be made in writing explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.</p>		
<p>Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individually tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County.</p>		
<p>It is within the best interest of this department to make one award at one location for items specified.</p>		
<p>Uniforms for new employees must be delivered within sixty days after the date of measurements.</p>		
<p>The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.</p>		
<p>Trouser Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.</p>		

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

Department: Dog Warden

DEPARTMENT USE ONLY	VENDOR USE ONLY	
<p>The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for Lucas County Employees; and to describe the type of service desired in meeting those requirements.</p>	PLEASE CHECK ONE	
	AGREE	EXCEPTION, PLEASE PROVIDE EXPLANATION ON EXCEPTION SHEET
Store hours: The vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.		
When adding new employees to our department that require the uniform purchase, there should be no more than a thirty (30) day period after fitting to receive order. Any reasons that may arise in delivering these products after a thirty (30) day period must be reported to the department before the thirty (30) day period is up.		
All invoicing will include the individual name and date of requisition (accompanied with copy of the original order, signed and dated by the person who picked up the order.)		

The Bidder Must Have:		
Enough staff to measure, fit and process county personnel within twenty minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provided adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
Bidder must permit Lucas County Departments to visit and inspect the contractors facility as part of the bid evaluation effort.		
Once the contract has been awarded, authorized personnel will be permitted to visit and inspect the contractors facility for the purpose of evaluating the adequacy of the contractor's quality control, inventory level, requisition processing function and other contract related matters.		

COMMODITY: PURCHASED UNIFORMS
DEPARTMENT: Correctional Treatment Facility

DEPARTMENT INFORMATION: YOU MAY USE SEVERAL LINES PER ITEM DESCRIPTION IF NEEDED				VENDOR USE ONLY. For any substitution, note with an asterick (*) in product number column and fill in bid item substitution sheet.										
ITEM #	EST QTY	PRODUCT NUMBER "OR EQUAL"	DESCRIPTION Include Color If Any	COLOR IF ANY	MFR NAME & ITEM NUMBER	WEIGHT & THREAD COUNT	UNIT PRICE 2015	EXTENDED PRICE FOR ESTIMATED QUANTITY 2015	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2016	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2016	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2017	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2017	**SIZE RANGE	**ADDITIONAL COST
16	60	7900L	Tipped Crewneck Sweashirt	Heather Gray w/ Navy Trim										

** All prices quoted are for the standard manufacturers sizes. The size scales identify these standard sizes and show the additional percentage charge for premium sizes.

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

Department: Correctional Treatment Facility



DEPARTMENT USE ONLY	VENDOR USE ONLY	
<p>The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for Lucas County Employees; and to describe the type of service desired in meeting those requirements.</p>	PLEASE CHECK ONE	
	AGREE	EXCEPTION, PLEASE PROVIDE EXPLANATION ON EXCEPTION SHEET
<p>Uniforms materials and workmanship used in the construction of these uniforms will be first quality and will result in twelve months of service life without the appearance of fraying or excessive wear. All employees to be serviced under this contract are to be measured for uniforms by a Company Representative to insure proper fit. Size alterations will be provided as requested by individual employees for proper fit during the year. Any alterations so made shall be without cost to Lucas County.</p>		
<p>The successful bidder will furnish an invoice each month to the requisitioning department showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper verification and approval within thirty days after period of billing following the end of the month.</p>		
<p>All quantities specified in the various items are to be considered merely as estimated and are not a binding offer of purchase on the part of Lucas County. Lucas County reserves the right to either increase or decrease the quantity as its requirements demand.</p>		
<p>Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within thirty days.</p>		
<p>Requests for permission to deviate in any manner from any part of these specifications must be made in writing explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.</p>		
<p>Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individually tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County.</p>		
<p>It is within the best interest of this department to make one award at one location for items specified.</p>		
<p>Uniforms for new employees must be delivered within sixty days after the date of measurements.</p>		
<p>The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.</p>		
<p>Trouser Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.</p>		

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

Department: Correctional Treatment Facility



DEPARTMENT USE ONLY	VENDOR USE ONLY	
<p>The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for Lucas County Employees; and to describe the type of service desired in meeting those requirements.</p>	PLEASE CHECK ONE	
	AGREE	EXCEPTION, PLEASE PROVIDE EXPLANATION ON EXCEPTION SHEET
Store hours: The vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.		
When adding new employees to our department that require the uniform purchase, there should be no more than a thirty (30) day period after fitting to receive order. Any reasons that may arise in delivering these products after a thirty (30) day period must be reported to the department before the thirty (30) day period is up.		
All invoicing will include the individual name and date of requisition (accompanied with copy of the original order, signed and dated by the person who picked up the order.)		

The Bidder Must Have:		
Enough staff to measure, fit and process county personnel within twenty minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provided adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
Bidder must permit Lucas County Departments to visit and inspect the contractors facility as part of the bid evaluation effort.		
Once the contract has been awarded, authorized personnel will be permitted to visit and inspect the contractors facility for the purpose of evaluating the adequacy of the contractor's quality control, inventory level, requisition processing function and other contract related matters.		

COMMODITY: PURCHASED UNIFORMS

DEPARTMENT: Work Release

DEPARTMENT INFORMATION:

YOU MAY USE SEVERAL LINES PER ITEM DESCRIPTION IF NEEDED

VENDOR USE ONLY. For any substitution, note with an asterick (*) in product number column and fill in bid item substitution sheet.

ITEM #	EST QTY	PRODUCT NUMBER "OR EQUAL"	DESCRIPTION Include Color If Any	COLOR IF ANY	MFR NAME & ITEM NUMBER	WEIGHT & THREAD COUNT	UNIT PRICE 2015	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	**SIZE RANGE	**ADDITIONAL COST
								PRICE FOR ESTIMATED QUANTITY 2015	FOR 12 MONTH RENEWAL OPTION 2016	D PRICE FOR ESTIMATE D QUANTITY 12 MONTH RENEWAL OPTION 2016	FOR 12 MONTH RENEWAL OPTION 2017	D PRICE FOR ESTIMATE D QUANTITY 12 MONTH RENEWAL OPTION 2017		
11	5600	12	Button Front Cardigan 10% piltrol acrylic	Blue										
12	69-1	10	Name Plants, Silver Clutch	Silver										
13	NIDA/4	60	Collar Brass	Silver										
14		200	Shoulder Patches											

** All prices quoted are for the standard manufacturers sizes. The size scales identify these standard sizes and show the additional percentage charge for premium sizes.

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

Department: Work Release



DEPARTMENT USE ONLY	VENDOR USE ONLY	
<p>The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for Lucas County Employees; and to describe the type of service desired in meeting those requirements.</p>	PLEASE CHECK ONE	
	AGREE	EXCEPTION, PLEASE PROVIDE EXPLANATION ON EXCEPTION SHEET
<p>Uniforms materials and workmanship used in the construction of these uniforms will be first quality and will result in twelve months of service life without the appearance of fraying or excessive wear. All employees to be serviced under this contract are to be measured for uniforms by a Company Representative to insure proper fit. Size alterations will be provided as requested by individual employees for proper fit during the year. Any alterations so made shall be without cost to Lucas County.</p>		
<p>The successful bidder will furnish an invoice each month to the requisitioning department showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper verification and approval within thirty days after period of billing following the end of the month.</p>		
<p>All quantities specified in the various items are to be considered merely as estimated and are not a binding offer of purchase on the part of Lucas County. Lucas County reserves the right to either increase or decrease the quantity as its requirements demand.</p>		
<p>Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within thirty days.</p>		
<p>Requests for permission to deviate in any manner from any part of these specifications must be made in writing explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.</p>		
<p>Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individually tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County.</p>		
<p>It is within the best interest of this department to make one award at one location for items specified.</p>		
<p>Uniforms for new employees must be delivered within sixty days after the date of measurements.</p>		
<p>The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.</p>		

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

Department: Work Release



DEPARTMENT USE ONLY	VENDOR USE ONLY	
Trousers Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.		
Store hours: The vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.		
When adding new employees to our department that require the uniform purchase, there should be no more than a thirty (30) day period after fitting to receive order. Any reasons that may arise in delivering these products after a thirty (30) day period must be reported to the department before the thirty (30) day period is up.		
All invoicing will include the individual name and date of requisition (accompanied with copy of the original order, signed and dated by the person who picked up the order.)		

The Bidder Must Have:		
Enough staff to measure, fit and process county personnel within twenty minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provide adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
Bidder must permit Lucas County Departments to visit and inspect the contractor's facility as part of the bid evaluation effort.		
Once the contract has been awarded, authorized personnel will be permitted to visit and inspect the contractor's facility for the purpose of evaluating the adequacy of the contractor's quality control, inventory level, requisition processing function and other contract related matters.		

COMMODITY: PURCHASED UNIFORMS
DEPARTMENT: Job and Family Services

DEPARTMENT INFORMATION: YOU MAY USE SEVERAL LINES PER ITEM DESCRIPTION IF NEEDED				VENDOR USE ONLY. For any substitution, note with an asterick (*) in product number column and fill in bid item substitution sheet.										
ITEM #	EST QTY	PRODUCT NUMBER "OR EQUAL"	DESCRIPTION Include Color If Any	COLOR IF ANY	MFR NAME & ITEM NUMBER	WEIGHT & THREAD COUNT	UNIT PRICE 2015	EXTENDED PRICE FOR ESTIMATED QUANTITY 2015	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2016	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2016	UNIT PRICE FOR 12 MONTH RENEWAL OPTION 2017	EXTENDED PRICE FOR ESTIMATED QUANTITY 12 MONTH RENEWAL OPTION 2017	**SIZE RANGE	**ADDITIONAL COST
34	25	TC74	Tie bar w/State seal & Lucas County (made to order)											
35	300		Insignia arm patches (per specifications) Note. A change in name <i>from:</i> Lucas County Department of Human Services <i>to:</i> Lucas County Job and Family Services											
36	20	S310NV	Weather-tech jacket	navy blue										
37	20	N700	Dickie w/embroidery	navy blue										
38	10	B1548	Badges w/colored seal	rhodium										

** All prices quoted are for the standard manufacturers sizes. The size scales identify these standard sizes and show the additional percentage charge for premium sizes.

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

DEPARTMENT: Job and Family Service

DEPARTMENT USE ONLY	VENDOR USE ONLY	
<p>The following specifications are intended as a guide to set the requirements for a serviceable and neat appearing work uniform for those Lucas County Employees in the Department and to describe the type of service desired in meeting those requirements.</p>	PLEASE CHECK ONE	
	AGREED	EXCEPTION, PLEASE PROVIDE EXPLANATION
<p>Uniforms materials and workmanship used in the construction of these uniforms will be first quality and will result in twelve (12) months of service life without the appearance of fraying or excessive wear. All employees to be serviced under this contract are to be measured for uniforms by a Company Representative to insure proper fit. Size alterations will be provided as requested by individual employees for proper fit during the year. Any alterations so made shall be without cost to Lucas County.</p>		
<p>The successful bidder will furnish an invoice each month to the JFS showing the actual number of employees serviced extended by the unit prices submitted in his/her bid. Payment will be made upon proper department verification and approval within thirty (30) days after period of billing following the end of the month.</p>		
<p>All quantities specified in the various items are to be considered merely as estimated and is not a binding offer of purchase on the part of the parties. The parties reserve the right to either increase or decrease the quantity as its requirements demand.</p>		
<p>Measurements for garment replacements are taken upon order of the department. Garments ordered for replacement must be delivered within ten (10) days.</p>		
<p>Requests for permission to deviate in any manner from any part of these specifications must be made in writing, explaining the reasons for such request, together with a full description of the material, or garment, or procedure being suggested as a substitution. If a request to deviate pertains to cloth or material, samples with detailed descriptions shall be submitted for consideration.</p>		
<p>Lucas County reserves the right to reject and return any garment which is not made in accordance with the following specifications. These specifications are not to be construed as requiring individual tailored garments. Final fit and quality of the garments must be satisfactory and acceptable in the opinion of Lucas County</p>		
<p>It is in the best interest of the Department to make one (1) award at one location for items specified.</p>		
<p>Uniforms for new employees must be delivered within ten (10) days after the date of measurement.</p>		
<p>The successful bidder shall have in operation at the time of this bid proposal and provided at his own expense within fifteen (15) minutes driving time from downtown Toledo, a shop or agency under his control with an adequate number of competently trained full-time persons, with necessary equipment, to manage the award.</p>		
<p>The award of a contract will be based on the quantity of items bid, the price of these items and the delivery time. Lucas County Departments may award one (1) or more contracts in any manner that is in the interest of the Lucas County Departments.</p>		
<p>The ordering of uniform garments, plus related parts and services will be executed as needed for county officers and civilian employees by uniform requisition only or a department representative.</p>		
<p>Trouser Measurement Guidelines: The length of each leg will be such that there will be a slight break in the front (just touching the top of the shoe) and finishing approximately 1/2" above the heel of the shoe in the rear.</p>		
Ordering:		
<p>1. A uniform requisition will be given to the employee who submits it to the vendor for measurements and fittings. The merchandise should be available to the employee within ten (10) days of measurements. Orders will be by "uniform requisition" ONLY, unless a department representative has advised vendor differently.</p>		
<p>2. A representative of the department can call the store representative to process "special orders" and advise notice of "large orders," etc.</p>		
<p>3. Store Hours - the vendor will be open for delivery of uniform parts from 9:00 a.m. until 5:00 p.m., Monday through Friday, excluding major holidays.</p>		
Fit and Quality:		
<p>For the purpose of this bid package, references to a particular trade, manufacturer's catalog or model number are made for descriptive purposes to guide the bidder in interpreting the requirements of the Lucas County Department.</p>		

GENERAL CONDITIONS AND REQUIREMENTS FOR PURCHASE OF UNIFORMS

DEPARTMENT: Job and Family Service

DEPARTMENT USE ONLY	VENDOR USE ONLY	
Invoicing:		
1. Each invoice must be accompanied by a packing slip for garments, items or services received by a Lucas County Officer or Civilian employee. Each packing slip must be signed and dated by the officer or employee.		
2. Only orders authorized by the uniform division office, according to one of the two order types outlined in delivery section or a special written order from same will be authorized for payment.		
3. Any alterations or purchases made by an officer or civilian employee without authorization from the Lucas County Sheriff's Office, will be the personal responsibility of the person receiving the services.		
4. All invoicing will be the individual name and date of requisition (accompanied with copy of the original order, signed and dated by the person who picked up the order).		
The Bidder Must Have:		
Enough staff to measure, fit and process county personnel within twenty (20) minutes after arrival at the store.		
On-site mechanical equipment to properly and expeditiously measure and size personnel, and provide alterations and auxiliary services for same. Lucas County personnel shall not be required to pick up and deliver their uniform parts to another location for alterations.		
Bidder must provide adequate private dressing rooms for fittings for both sexes.		
Bidder must have a physical facility large enough to handle all aspects of this contract, including the storage and maintenance of the inventory.		
Bidder must permit the Department to visit and inspect the contractor's facility as part of the bid evaluation effort.		
Once the contract has been awarded, authorized personnel will be permitted to visit and inspection of the contractor's facility for the purpose of evaluating the adequacy of the contractor's quality control, inventory level, requisition processing function and other contract related matters.		

Please note. The quantities listed are estimated only. Quantities could be more or less.