

BIDDERS COMPANY NAME

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# REQUEST FOR PROPOSAL

## #6169

# UNIFORMS & ACCESSORIES

## FOR

# WASHTENAW COUNTY

# SHERIFF'S DEPARTMENT

Prepared By:

Washtenaw County Purchasing  
Administration Building  
P.O. Box 8645  
220 N. Main B-35  
Ann Arbor, MI 48107

Crystal A. Wake, C.P.M., CPPB  
Buyer  
(734) 222-6760





**WASHTENAW COUNTY  
Finance Department**

Purchasing Division

P. O. Box 8645, 220 N. Main, Ann Arbor, MI 48107-8645  
Phone (734) 222-6760, Fax (734) 222-6764

**REQUEST FOR PROPOSAL #6169**

December 6, 2004

Washtenaw County Purchasing Division on behalf of Washtenaw County Sheriff's Department is issuing a Sealed Request for Proposal (RFP) #6169 for Uniforms and Accessories.

**Sealed Proposals:** Vendor will deliver one (1) original and two (2) copies to the following address:

**Washtenaw County  
Purchasing Division  
220 N. Main St. Room B-35  
P.O.Box 8645  
Ann Arbor, MI. 48107**

**by 4:00 pm on MONDAY, DECEMBER 20, 2004**

**Proposals received after the above cited time will be considered a late quote and are not acceptable unless waived by the Purchasing Manager.**

- Please use the attached self-addressed label or the envelope must be clearly marked "SEALED RFQ #6169"
- Please direct purchasing and procedural questions regarding this RFP to Crystal A. Wake at (734) 222-6760.
- Please direct specific technical questions regarding this RFP to David Egeler at (734) 973-4503

**I. PROPOSAL**

- Definitions:**
- “County”** is Washtenaw County in Michigan.
  - “Bidder”** is an individual or business submitting a bid to Washtenaw County.
  - “Contractor”** is one who contracts to perform work or furnish materials in accordance with a contract.

**Purpose of Proposal:** To provide Washtenaw County Sheriff’s Department staff with Uniforms and Accessories.

**Proposal Terms:**

- A. Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the Contractor’s qualifications and capabilities to provide the specified service, and other factors which Washtenaw County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that provider whose proposal is deemed to best meet the County’s specifications and needs.
- B. The County reserves the right to reject any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, and to accept or further negotiate cost, terms, or conditions of any bid determined by the County to be in the best interests of the County even though not the lowest bid.
- C. Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.
- D. In the event it becomes necessary to revise any part of the RFP, addenda will be provided, deadlines for submission of the RFP’s maybe adjusted to allow for revisions. The **entire** proposal document with any amendments should be returned in triplicate. To be considered, original proposal and two copies must be at the County Purchasing Division on or before the date and time specified.
- E. Proposals should be prepared simply and economically providing a straight-forward, concise description of the contractor’s ability to meet the requirements of the RFP. Proposals shall be written in ink or typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person **signing** the proposal.

**II. PROPOSAL SPECIFICATIONS**

The proposal shall include all of the following information. Failure to include all of the required information **WILL** result in disqualification of a Bidder.

A. The responding vendor's qualifications, years in business, staff profile and experience to provide janitorial services required by Washtenaw County.

**(Attach as Addenda A)**

B. References: List three (3) current law enforcement customer references receiving similar services. Include company name, contact name and phone number.

**(Attach as Addenda B)**

C. Review Section III Standard Provisions for Contract and concur that these provisions will be met.

**(Attach as Addenda C)**

D. Review Section IV terms and Conditions Section and concur that these conditions will be met.

**(Attach as Addenda D)**

E. Bank reference with name and telephone number of contact person.

**(Attach as Addenda E)**

**III. STANDARD PROVISIONS FOR CONTRACTS**

If a contract is awarded, the selected vendor will be required to adhere to a set of general contract provisions which will become a part of any formal agreement. Vendor will list Washtenaw County as additional insured. These provisions are general principles which apply to all contractors of service to Washtenaw County such as the following:

ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to Facilities Department and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable, the Contractor will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports, or insurance policies.

ARTICLE IV - TERM

This contract begins on January 1, 2005 and ends on January 1, 2006 with the option for a second (2) and third (3) year providing Contractor and County agree to the terms.

ARTICLE V - PERSONNEL

Section 1 - The contractor will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Contractor will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that the Contractor is neither an employee nor an agent of the County for any purpose.

ARTICLE VI - INDEMNIFICATION AGREEMENT

The contractor will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions

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of contractor, any sub-contractor, or any employee, agent or representative of the contractor or any sub-contractor.

### ARTICLE VII - INSURANCE REQUIREMENTS

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Comprehensive/Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired and non-owned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Insurance companies, named insureds and policy forms shall be subject to the approval of the Washtenaw County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Contractor shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the County Administrator's Office with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the County Administrator, P. O. Box 8645, Ann Arbor, MI, 48107, and shall provide for 30 day written notice to the Certificate holder of cancellation of coverage.

### ARTICLE VIII - COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

### ARTICLE IX - INTEREST OF CONTRACTOR AND COUNTY

The Contractor promises that it has no interest which would conflict with the performance of services required by this contract. The Contractor also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw,

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or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

### ARTICLE X - CONTINGENT FEES

The Contractor promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Contractor, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach of this promise, the County may cancel this contract without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Contractor.

### ARTICLE XI - EQUAL EMPLOYMENT OPPORTUNITY

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Contractor will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Contractor agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Contractor, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

### ARTICLE XII - LIVING WAGE

The parties understand that the County has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service contract with the County to pay their employees under that contract, a minimum of either \$9.42 per hour with benefits or \$11.06 per hour without benefits. Contractor agrees to comply with this Ordinance in paying its employees. Contractor understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before April 30, 2002 and annually thereafter which amount shall be automatically incorporated into this contract. County agrees to give Contractor thirty (30) days written notice of such change. Contractor agrees to post a notice containing the County's Living Wage requirements at a location at its place of business accessed by its employees.

ARTICLE XIII - EQUAL ACCESS

The Contractor shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE XIV - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Contractor. During the performance of the services, the Contractor will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Contractor must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

ARTICLE XV - ASSIGNS AND SUCCESSORS

This contract is binding on the County and the Contractor, their successors and assigns. Neither the County nor the Contractor will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE XVI - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE XVII - PAYROLL TAXES

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the County against such liability.

ARTICLE XVIII - PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

ARTICLE XIX- CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the County and the Contractor, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE XX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE XXI - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

**IV. TERMS AND CONDITIONS**

**Award:**

Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price (See: "Low Bidder" following), quality of service, the Contractors' qualifications and capabilities to provide the specified service, and other factors which the County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County's specifications and needs.

**Low Bidder:**

Will be based on the lowest responsible bid best able to meet the terms and conditions with the lowest price to the County.

**Term of the Contract:**

The term of the contract is for a one (1) year term with the option to renew for years two (2) and three (3) providing the Contractor and County agree on the terms.

**Vendor Requirements:**

The Vendor will fill all orders in a timely manner, not to exceed two (2) weeks for any items on back-order.

Vendor will maintain a stock of five (5) complete uniforms and accessories in various sizes to meet the needs of the department.

Vendor will accept orders via the telephone, email or fax.

Vendor will provide a representative to visit the Sheriff's office on a bi-weekly basis to process orders.

**ADDENDA**

Attach requested **ADDENDA A** through **E** to the balance of this RFP. For information to include on Addenda see page 2.

**UNIFORM SPECIFICATIONS**

**I. Class A Uniform**

**Components**

1. Trousers – pink-tan in color with a one-inch dark brown stripe.
2. Shirt – dark brown in color with six point Sheriffs Office star patches and sleeve length appropriate for the season.
3. Shoes – Low-quarter back uniform shoes with plain toes.
4. Tie – pink-tan in color.
5. Hat – Lancaster style.
6. Coat – Dark brown.
7. Breast Badge
8. Name Bar
9. Black basket weave leather, (Belt, Holster Handcuff Case, ASR Holder, etc.)

**II. Trousers**

**A. Women's Trousers**

1. **Traditional Style – 8400 Pink Tan**
  - a. Fabric – 100% Dacron polyester
2. **Optional Style – W220 Pink Tan**
  - a. Fabric – 55% Dacron polyester/45% worsted wool

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### 3. Additional Specifications for Traditional & Optional Women's Trousers

#### a. Design

Shall be made on a modified women's uniform pattern, having one dart on each front panel, quarter top front pockets, two back pockets and elastic in the back waistband. All pants to have a 1" brown stripe from the waistband and sap pocket right side seam.

#### b. Pockets

The front pocket opening will be a minimum 6" and be 5-1/2" deep from the bottom of the opening. They shall be stitched, turned and re-stitched. The inside front pocket facing shall be a separate piece of self-material finishing no less than 1-1/4" wide. The back pockets will have a minimum opening of 5-1/2" and 6" deep on size 14 and up. On size 12 and down, the minimum opening will be 5" wide and 6" deep. They shall be made with a Reese PW automatic machine and finished on the outside with an exposed top and bottom cord. The front pockets shall have straight bartacks and the back pockets shall be bartacked with a triangular bartacking machine.

#### c. Pocketing

All pocketing shall be black. 70% polyester/30% cotton with a minimum thread count of 78 x 56. The weight shall be 3.2 ounces per square yard.

#### d. Waistband

The waistband shall be 2" wide and closed with a crush-proof hook and eye, the eye being bartacked for stability. The waistband curtain, attached with a rocap machine, shall have Snugtex® and be made of pocketing fabric. Ban-Rol® waistband stiffener, 3/4" in width, shall be sewn into the waistband on the front of the trouser from side seam to side seam. The full length of the waistband is fused with Pellon. The waistband shall contain two pieces of 13mm pre-shrunk elastic, beginning 1" forward of each side seam and extending over the back panels. Each piece of elastic shall be 1" wide and 4" long (relaxed). The trousers are to be made with a continuous closed waistband. The waistband shall be set on and stitched below the lower edge through the outer fabric and waistband curtain.

#### e. Inside Trim

The right fly shall be the same fabric and color as the waistband curtain. The right fly lining shall be sewn to the left fly below the zipper.

#### f. Belt Loops

There shall be a minimum of five (5) belt loops on waist sizes 12 and down, and a minimum of seven (7) on all sizes over 14. Except for the center back loop, all loops shall be Keystone style measuring 1-3/4" at the top and 1-1/4" at the bottom. The center back loop shall be straight and measure 3/4" wide. Except for the center back loop, which shall be tacked on, all loops are to be sewn into the rocap at the top and dropped and tacked below the waistband seam. They shall accommodate a 1-5/8" belt.

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g. Zipper

The trousers shall be closed with a YKK brass zipper with a brass bottom stop at the base of the zipper chain and a brass ratcheting cam lock slider. The inside left fly will be reinforced with Pellon under the zipper stitching. A straight bar-tack shall be sewn through from the outside of the garment to the inside at the bottom of the fly. It shall be sewn through the zipper tape, the right and left fly and the right fly lining. The right and left fly shall be joined by an additional bar-tack located below the bottom zipper stop on the inside of the trouser.

h. Creasing

The front and rear creases in the trouser legs must incorporate a permanent modified silicone crease produced by the "Lintrak® System."

i. Seaming

The entire trouser is to be seamed with polyester core thread. The seat seam shall be stitched with a tandem needle seat-seaming machine. All exposed inside seams of the trouser are to be serged.

j. Labeling

Trousers will be labeled with the following information: style number, size, fiber content, care instructions, WPL number and country of origin.

k. Finishing and Pressing

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

l. Warranty

One year against workmanship or fabric defects.

**B. Men's Trousers**

1. **Traditional Style – 8300 Pink Tan**

a. Fabric

100% Dacron® polyester

2. **Men's Optional – 220 Pink Tan**

a. Fabric

55% Dacron® polyester/ 45% worsted wool, two-ply.

3. **Additional Specifications for Traditional & Optional Men's Trousers**

a. Design

Shall be made on a uniform pattern, having plain front and quarter top front pockets, a watch pocket and two back pockets. All pants are to have a 1" brown stripe from the waistband and sap pocket right side seam.

b. Pockets

The front pocket opening will be a minimum 6½" and be 6" deep from the bottom of the opening. They shall be stitched, turned and re-stitched. The inside front pocket facing shall be a separate piece of self-material finishing no less than 1-¼" wide. The back pockets will have a minimum opening of 5-½" and 6" deep. Sizes 29 and smaller will have a 5" opening. They shall be made with a Reese PW automatic machine and finished on the outside with an exposed top and bottom cord. The left pocket shall have a tab button. The watch pocket, located approximately 3" to the front of the right side seam at the waistband, shall have an approximate opening of 2¾" and shall be 3" deep. The front pocket and watch pocket shall have straight bartacks and the back pockets shall be bartacked with a triangular bartacking machine.

c. Pocketing

All pocketing shall be black. 70% polyester/30% cotton with a minimum thread count of 78 x 56. The weight shall be 3.2 ounces per square yard.

d.

The waistband shall be 2" wide and closed with a crush-proof hook and eye, the eye being bartacked for stability. The waistband curtain, attached with a rocap machine, shall have Snugtex® and be made of pocketing fabric. Ban-Rol® waistband stiffener, ¾" in width, shall be sewn into the waistband on the front of the trouser from side seam to side seam. The trousers are to be made with a continuous closed waistband. The waistband shall be set on and stitched below the lower edge through the outer fabric and waistband curtain.

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e. Inside Trim

The right fly and crotch linings shall be the same fabric and color as the waistband curtain. The right fly lining shall be sewn to the left fly below the zipper. The crotch lining shall be serged to each front. A separate French fly made of the outer fabric shall be sewn to the inside right fly.

f. Belt Loops

There shall be a minimum of five (5) belt loops on waist sizes 30 and down, and a minimum of seven (7) on all sizes 31-48, and a minimum of nine (9) on sizes 50 and larger. Except for the center back loop, all loops shall be Keystone style measuring 1-3/4" at the top and 1-1/4" at the bottom. The center back loop shall be straight and measure 3/4" wide. Except for the center back loop, which shall be tacked on, all loops are to be sewn into the rocap at the top and dropped and tacked below the waistband seam. They shall accommodate a 1-5/8" belt.

g. Zipper

The trousers shall be closed with a YKK brass zipper with a brass bottom stop at the base of the zipper chain and a brass ratcheting cam lock slider. The inside left fly will be reinforced with Pellon under the zipper stitching. A straight bar-tack shall be sewn through from the outside of the garment to the inside at the bottom of the fly. It shall be sewn through the zipper tape, the right and left fly and the right fly lining. The right and left fly shall be joined by an additional bar-tack located below the bottom zipper stop on the inside of the trouser.

h. Creasing

The front and rear creases in the trouser legs must incorporate a permanent modified silicone crease produced by the "Lintrak® System."

i. Seaming

The entire trouser is to be seamed with polyester core thread. The seat seam shall be stitched with a tandem needle seat-seaming machine. All exposed inside seams of the trouser are to be serged.

j. Labeling

Trousers will be labeled with the following information: style number, size, fiber content, care instructions, WPL number and country of origin.

k. Finishing and Pressing

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

l. Warranty

One year against workmanship or fabric defects.

**II. Shirts**

**A. Women's Shirts**

**1. Long Sleeve Winter Uniform Shirt - 529AP Brown**

a. Fabric

65% Dacron Polyester/35% Rayon

b. Sleeves

Each sleeve has a one-piece pointed placket, 1¼" wide both top and bottom, with one button and buttonhole centered in the vent opening. Sleeve setting and closing are sewn with an over-edge and safety stitch. Cuffs close with two buttons and buttonholes, 2¾" wide and have ¼" topstitching on the edge. Cuffs are interlined.

**2. Short Sleeve Summer Uniform Shirt - x5666L Brown**

a. Fabric

65% Dacron Polyester/35% Rayon.

b. Sleeves

Sleeves are one piece, have a 7/8" hem, and finish 9" from shoulder seam on size 36. Sleeve setting and closing are sewn with an over-edge and safety stitch. The sleeve is bar tacked at the hem.

**3. Additional Specifications for Long & Short Sleeve Women's Shirt's**

a. Creasing

Pocket flaps, collar band and epaulets are die creased to give uniform shape and size. The two military creases in front and three in back of each shirt incorporate a permanent modified silicone crease produced by the Lintrak® System.

b. Front

The right front has a self-fabric center pleat 1-3/8 " wide extending from collar band to bottom of shirt, It has two rows of stitching 7/8" apart. The center pleat is interlined with 100% polyester, 250 denier. The right front has six buttonholes ¾" from edge, 3" apart. Buttons are strongly attached through a double thickness of material forming the left front. They correspond to the buttonhole. There are six front buttons and one collar band button.

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c. Collar

Die cut. The points are 3" in length and top stitched 3/16" from the edge. The interlinings are 100% polyester, 250 denier. The inside collar band body fabric is 100% polyester satin with crease interlining. Permanent collar stays of proper length are fused or sewn inside collar so that no stitches are made through the bottom leaf.

d. Yoke

Two piece yoke lined on the inside with 100% polyester satin. Back of the yoke is top stitched 1/16".

e. Pockets

Two die cut breast pockets finishing 5-3/8" wide and 5-3/4" long with mitered corners. Both pockets have a 1 1/2" box pleat stitched top and bottom to prevent spreading. Left pocket has a sewn through pencil stall 1-3/8" wide. Woven hook fastener 1/2" wide and 1" long is placed on each pocket to secure woven loop fastener placed on each flap.

f. Flaps

Die cut, creased and scalloped, finishing 5 1/2" in width, 2 3/4" in length at the center and 2 1/2" at each side. Flaps are placed with a 1/4" space between pocket and flap and have one buttonhole with button. The left flap has a pencil opening 1-3/8" in width. Woven loop fastener 1/2" wide and 1" long is placed on edges of each flap to secure woven hook fastener placed on pockets. Flaps have crease interlining.

Badge Tab

Inside sling type of self-goods approximately 1" wide to extend from joining seam to pocket of left front. To have two small, uncut buttonhole eyelets 1 1/4" apart with the lower buttonhole 1 1/4" above the flap.

h. Epaulets

Sewn into sleeve head seam and measure approximately 1-7/8" tapering to 1 1/2" with end pointed. Epaulets are set approximately 1" from the collar seam. They are box-stitched to shoulders with a row of x-stitching 2" from sleeve head and diagonally sewn from each end of the seam to the sleeve. Epaulets are die cut, creased and have crease interlining.

i. Patch

Patches must be affixed according to the patches section.

j. Shirt Labeling

Permanent size tab, style number, cut number and country of origin identify each garment. The care and content label with the manufacturer's WPL number is located in the tail of the garment.

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k. Buttons

20-ligne melamine buttons dyed to match the fabric color.

l. Packaging

Shirts are poly-bagged individually.

m. Warranty

One year against workmanship or fabric defects.

### **B. Men's Shirts**

1. **Long Sleeve Winter Uniform Shirt – 519AP Brown**

a. Fabric

65% Dacron Polyester/35% Rayon

b. Sleeves

Each sleeve has a one-piece pointed placket, 1¼" wide both top and bottom, with one button and buttonhole centered in the vent opening. Sleeve setting and closing are sewn with an overage and safety stitch. Cuffs close with two buttons and buttonholes, 2¾" wide and have ¼" topstitching on the edge. Cuffs are interlined.

c. Yoke

Two piece yoke lined on the inside with 100% polyester satin. Back of the yoke is topstitched 1/16".

2. **Men's Short Sleeve Summer Uniform Shirt – X5666 Brown**

a. Fabric

65% Dacron Polyester/35% Rayon

b. Sleeves

Sleeves are one piece, have 7/8" hem and finish 10-3/8" long from shoulder seam on size 16½. Sleeve setting and closing are sewn with an overedge and safety stitch. The sleeve is bar tacked at the hem.

c. Yoke

Two piece yoke lined on the inside with 100% polyester satin. Yoke measures approximately 2-3/4" at center back and 2-1/2" at outside edge of yoke. Back of the yoke is top stitched 1/16".

3. **Additional Specifications for Long & Short Sleeve Men's Shirt's**

a. Creasing

Pocket flaps, collar band and epaulets are die creased to give uniform shape and size. The two military creases in front and three in back of each shirt incorporate a permanent modified silicone crease produced by the Lintrak® System.

b. Front

The left front has a self-fabric center pleat 1-3/8" wide extending from collar band to bottom of shirt. It has two rows of stitching 7/8" apart. The center pleat is interlined with 100% polyester, 250 denier. A self-lined button stand 7/8" wide is on the right side and extends from collar band to bottom of shirt. There are six front buttons and one collar band button.

c. Collar

Die cut. The back of the stand measures 1½". The points are 3" in length and top stitched 3/16" from the edge. The interlinings are 100% polyester, 250 denier. The inside collar band body fabric is 100% polyester satin with crease interlining. Permanent collar stays of proper length are fused or sewn inside collar so that no stitches are made through the bottom leaf. The stand fastens with one button.

Pockets

Two die cut breast pockets finishing 5-3/8" wide and 5-3/4" long with mitered corners. Both pockets have a 1½" box-pleat stitched top and bottom to prevent spreading. Left pocket has a sewn through pencil stall 1-3/8" wide. Woven hook fastener ½" wide and 1" long is placed on each pocket to secure woven loop fastener placed on each flap.

e. Flaps

Die cut, creased and scalloped, finishing 5½" in width, 2¾" in length at the center and 2½" at each side. Flaps are placed with a ¼" space between pocket and flap and have one buttonhole with button. The left flap has a pencil opening 1-3/8" in width. Woven loop fastener ½" wide and 1" long is placed on edges of each flap to secure woven hook fastener placed on pockets. Flaps have crease interlining.

f. Badge Tab

Inside sling type of self-goods approximately 1" wide to extend from joining seam to pocket of left front. To have two small, uncut buttonhole eyelets 1¼" apart with the lower buttonhole 1¼" above the flap.

g. Epaulets

Sewn into sleeve head seem and measure approximately 1-7/8" tapering to 1½" with end pointed. Epaulets are set approximately 1" from the collar seam. They are box-stitched to shoulders with a row of x-stitching 2½" from sleeve head and diagonally sewn from each end of the seam to the sleeve. Epaulets are die cut, creased and have crease interlining.

## RFP# 6169 UNIFORMS & ACCESSORIES

h. Patch

Patches must be affixed according to the patches section.

i. Shirt Labeling

Permanent size tab, style number, cut number and country of origin identify each garment. The care and content label with the manufacturer's WPL number is located in the tail of the garment.

j. Buttons

20-ligne melamine buttons dyed to match the fabric color.

k. Packaging

Shirts are poly-bagged individually.

l. Warranty

One year against workmanship or fabric defects.

### C. Dress Blouse

1. Optional

a. Dress blouse is to be made of a dark brown elastique fabric and styled in a single-breasted fashion. The epaulets must have the pink-tan elastique piping on the outer edges and be affixed to the shoulder by a single button.

b. Blouse must have four sewn-on, pleated patch pockets with gold buttons sewn on top of appropriately sized buttonholes.

c. Dress blouse worn by Sergeants must have a pink-tan elastique band sewn on the sleeve 3" above the cuff. For those with the rank of Lieutenant and above, a ½" gold braid must be sewn on the sleeve 3" above the cuff.

d. Three gold buttons will be sewn on the outside cuff of each sleeve. All buttons on the dress blouse must be gold in color and have a raised impression of the State Seal on the face of each button.

e. Name bars must be worn centered and along the top edge of the right breast pocket. Badges must be worn centered and above the left breast pocket.

f. Fabric content must contain 55% wool, 45% polyester day-wool material.

## RFP# 6169 UNIFORMS & ACCESSORIES

### III. Communications/Dispatch Uniform

1. Pants:
  - a. Pants – Horace Small Horizon HS-2297 Brown with 1” brown cloth stripe sewn on each side
2. Shirts:
  - a. Short sleeve shirts – Horace Small 669-TP Tan
  - b. Long sleeve shirts – Horace Small 529-TP Tan
3. Jacket:
  - c. Newport Harbor Lightweight 263-Brown with silver “S” buttons
4. Belt:
  - a. Black Pant belt – 1 ¾” with silver buckle
  - d. Black Pant belt – 1 ¾” with gold buckle
5. Tie:
  - a. Clip on tie – COT-BN Brown

### IV. Secondary Road Patrol/Special Problems Unit/K-9 Unit Uniform

1. Pant:
  - a. Pant- Blauer Brown street gear pant
2. Shirt:
  - b. Shirt – Blauer Brown street gear shirt with creases
3. Patches must be affixed according to the Patches section.

### V. Marine Safety Patrol Uniform

1. Pant:
  - a. Pant – Blauer Black street gear pant
2. Shirt:
  - b. Shirt – Blauer 8130 Silver Tan

<b>VII. CSO Uniforms</b>
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#### A. Tailored Pants:

1. Black FECHH EMT pants with EMT pocket removed and replaced with cargo pocket with zipper tops. Fabric must consist of 65/35% poly cotton.
  - a. Women: # 4981
  - b. Men: # 4991

## RFP# 6169 UNIFORMS & ACCESSORIES

### B. Tailored Shirts:

1. Tan poplin poly cotton shirt with military creases by ELBECO
  - a. Women: # P805-3 (long and short sleeves)
  - b. Men: # P865-3 (long and short sleeves)
2. Patches must be affixed according to the Patches section.

### **VIII. Shoe Specifications**

The shoes are to be low quarter, black in color, with plain toes.

### **IX. Patches**

- A. Shoulder Patches must be fully embroidered with a gold border, letters and a six-point star. The background must be dark brown in color. Shoulder patches must be centered on each sleeve and  $\frac{1}{2}$ " below the shoulder seam.
- B. Chevrons are to be gold stripes on a dark brown background to coordinate with the color of the uniform shirt.
- C. Specialty Patches must be rectangular in shape and have  $\frac{1}{2}$ " gold letters on a dark brown background. The patch must have  $1\frac{1}{2}$ " x 4" border. Specialty patches must be  $\frac{1}{4}$ " below the shoulder patches.

### **X. Ties**

- A. Ties are the snap on type, pink tan in color with the following measurements:
  1. Width: 3"
  2. Length
    - a. Women: 14 $\frac{1}{2}$ " long
    - b. Men Regular: 18"
    - c. Men Long: 20"

## RFP# 6169 UNIFORMS & ACCESSORIES

### XI. Hats

- A. Lancaster Brand Hat, style number 983. The hat is solid brown in color. The lining is black in color and must be made of silk.
- B. The inside hatband is made of black plastic in the open cane style and measures 2 1/4" in width. The visible exterior hatband will measure 13/4" and be made of a black mesh fabric.
- C. A hatband of gold wire for command, or silver wire for patrol, will be affixed to the mesh exterior hatband by two Gilt "S" buttons. The hatband will be centered above the visor.
- D. Hat visors are to be black in color. The topside of the visor strip is to be covered with a film of black vinyl.
- E. Three metal covered badge eyelets must be centered above the hat visor strip approximately 1/2" above the mesh exterior hatband. The metal eyelets must be brown in color and compatible with the brown fabric of the hat.

### Plastic Hat Cover's (optional)

Plastic hat covers must be made of the same three-ounce nylon twill as the raincoat. The hat cover must be completely reversible with fluorescent orange on the inside and black on the outside. The hat cover must be compatible with the Lancaster brand style 983 hat.

### XIII. Jackets

- A. **Cruiser Winter Jacket** with Gore-Tex Fabric - Brown (Elbeco Summit Coat)
  - 1. Shell Fabric

5.5 oz. per square yard 200 Denier Nylon (warp), and 3-ply 70 denier taslanized nylon filling, plain weave, treated with durable fluorocarbon water and stain release agents, Honeycomb pattern printed urethane non-ravel back coating to ensure breathability, prevent seam slippage, and to maintain shell fabric appearance.
  - 2. Lining Fabrics
    - a. Permanent Waterproof-breathable Lining: Gore-Tex waterproof-breathable membrane laminated to a 2.18 oz. per square yard, 100% textured polyester, 70 denier plain weave fabric (Color: charcoal) resulting in a dry-cleanable and washable waterproof material with high moisture vapor transmission.
    - b. Removable Insulated Liner: 6-inch diamond pattern quilted insulation package. 1.85 oz. per square yard, 100% Nylon 70 denier ripstop woven face fabric (Color: charcoal). Thermolite Plus or B.Warrn BSCL-100 insulation for sleeves and BSCL-200 for body. 1.8 oz. per square yard, 100% Nylon 70 denier plain weave taffeta backing fabric (Color: black). Fiber migration resistant construction and treatment with no added layers of scrim. Machine washable/dryable, drycleanable, and can be pressed. Shrinkage less than 2%.

## RFP# 6169 UNIFORMS & ACCESSORIES

### 3. Trim

- a. Pocketing: 2 X 1 twill, 70% Polyester, 30% Cotton. (Color: black).
- b. Brushed Pocketing: 2 X 1 twill, 100% Polyester fill, polyester/rayon warp. (Color., black).
- c. Interlining For Epaulets, packet flaps, and sleeve tabs: 100% cotton osnaburg, for collar and storm flaps: 100% polyester non-woven.
- d. Binding: 100% nylon taffeta plain weave, 70 denier nylon. Knit, Single-ply 450 denier 100% continuous filament texturized polyester yarn in a 1 x 1 rib knit, (Color: black).
- e. Elastic for waistband: Spandex, 2 inch, drycleanable webbing.
- f. Elastic for bi-swing and side tabs: 1 inch, drycleanable webbing.
- g. Seam Tape: 2-layer Gore-Seam tape 1 inch wide compatible with permanent waterproof-breathable lining (Color: white).
- h. Zippers
  - (1) Front zipper: one-way delrin, size #8, 20 inches.
  - (2) Underarm sleeve zippers: nylon coil, size #3, 8 inches.
    - a. Removable insulated liner zipper delrin, size #3, 42 inches.
    - b. Inside pocket zipper: one-way nylon coil, size #3, 6.5 inches.
    - c. Side vent zippers: two-way delrin, head to head sliders, size \*5, 9.5 inches.
    - d. All zippers: Lengths specified are for size LtReg, Color: black.
- i. Snaps: non-rusting, 20 ligne. gunmetal finish on brass, heavy duty closure, 24 ligne black nylon cap.
- j. Hook and Loop: woven nylon base. (Color: black)
- k. Eyelets: aluminum, black enamel finish.
- l. Metal Uniform Buttons: 24 ligne, genuine 24 karat Gold #2 plated or genuine Chrome plated as specified by the agency.
- m. Patches: Patches must be affixed according to patches section.

## RFP# 6169 UNIFORMS & ACCESSORIES

### B. Raincoats

1. Raincoats must meet the following specifications:
  - a. The raincoat must be full length and completely reversible.
  - b. A florescent orange color must be on the inside of the coat and a black color on the outside of the coat.
  - c. The coat must be made of three-ounce nylon twill fabric that has been specially treated to be waterproof.
  - d. A zipper must close the front of the raincoat and be protected by a storm flap that is secured with snaps.
  - e. Reinforced ventilator eyelets must be positioned under each arm of the raincoat.
  - f. The coat must have two slash type pockets that are accessible from either side of the reversible coat.

<b>IXV. Leather</b>
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### A. Black Basket Weave Leather:

1. Holster

Black basket weave Holster with hidden snap closure; Glock 9mm.
2. Duty Belt

Black basket weave belt that measures 2 1/4" in width and a Velcro inner lining and closure.

  - a. Inner Belt – Black basket weave that measures 1 3/4" In width. This belt must be reversible leather/velcro and have a velcro closure.
3. Handcuff Case

Black basket weave with hidden snap closure.
4. Loader Pouch

Black basket weave pouch with hidden snap closure.
5. ASR Holder

Black basket weave with hidden snap closure.

## RFP# 6169 UNIFORMS & ACCESSORIES

6. Baton Holder  
Black basket weave.
7. Key Strap  
Black basket weave.

### **XV. Badges**

- a. Badges will be a 6-point star design, including breast badge, wallet badge and hat badge.
- b. Badges will be manufactured by Blackinton (wallet and breast badge model #B956).
- c. Badges will incorporate four text lines, including the Rank (two lines), County and Badge number.
- d. Badges will have the Michigan Sheriff Association (MSA) seal in the center of the badge.
- e. Non-command badges will be of a Nickel-plate finish.
- f. Command Badges will be of a Gold Electroplate finish or High-glo/Rho-glo finish.

### **XVI. Nameplates**

In general, ½" tall by 2" – 2-1/2" wide. Special insignias (e.g. Diver, MSA seal) may be applied at Department's request.

### **XVII. Tie Bars**

Both men's and women's styles need to accommodate shirt styles. Michigan Sheriff Association seal affixed in center, with wording "SHERIFF'S" and "OFFICE" imprinted on tie bar on either side of MSA seal.

<b>BID SHEET</b>
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**TROUSER'S**

**Women's**

Traditional Style \$ \_\_\_\_\_

Optional Style \$ \_\_\_\_\_

**Men's**

Traditional Style \$ \_\_\_\_\_

Optional Style \$ \_\_\_\_\_

**SHIRT'S**

**Women's**

Long Sleeve Winter \$ \_\_\_\_\_

Short Sleeve Summer \$ \_\_\_\_\_

Dress Blouse \$ \_\_\_\_\_

**Men's**

Long Sleeve Winter \$ \_\_\_\_\_

Short Sleeve Summer \$ \_\_\_\_\_

**CSO UNIFORMS**

Tailored Pants \$ \_\_\_\_\_

Tailored Shirts \$ \_\_\_\_\_

RFP# 6169 UNIFORMS & ACCESSORIES

**DISPATCH UNIFORMS**

Tailored Pants	\$ _____
Tailored Shirts	\$ _____
Jacket	\$ _____

**SRP/SPECIAL PROBLEMS UNIT/ CANINE UNIFORMS**

Tailored Pants	\$ _____
Tailored Shirts	\$ _____

**MARINE SAFETY PATROL UNIFORMS**

Tailored Pants	\$ _____
Tailored Shirts	\$ _____

**SHOES**

Men's	\$ _____
Women's	\$ _____

**PATCHES**

Shoulder	\$ _____
Chevrons	\$ _____
Specialty	\$ _____

**TIES**

Women's	\$ _____
Men's Regular	\$ _____
Men's Long	\$ _____

RFP# 6169 UNIFORMS & ACCESSORIES

**HATS**

Women's \$ \_\_\_\_\_  
Men's \$ \_\_\_\_\_  
Plastic Hat Covers \$ \_\_\_\_\_

**JACKET'S**

Women's Cruise Jacket \$ \_\_\_\_\_  
Men's Cruise Jacket \$ \_\_\_\_\_

**RAINCOATS**

Women's \$ \_\_\_\_\_  
Men's \$ \_\_\_\_\_

**LEATHER**

Holster \$ \_\_\_\_\_  
Duty Belt \$ \_\_\_\_\_  
Handcuff Case \$ \_\_\_\_\_  
Loader Pouch \$ \_\_\_\_\_  
ASR Holder \$ \_\_\_\_\_  
Baton Holder \$ \_\_\_\_\_  
Key Strap \$ \_\_\_\_\_

**BADGES**

Breast \$ \_\_\_\_\_  
Wallet \$ \_\_\_\_\_  
Hat \$ \_\_\_\_\_

**NAME PLATES**

Name Plates \$ \_\_\_\_\_

**TIE BARS**

Women's \$ \_\_\_\_\_

Men's \$ \_\_\_\_\_

**State normal ordering format (telephone, fax, internet ordering), delivery turnaround time and schedule:**

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**Minimum order limits, if any:**

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**Product Return Policy:**

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**SIGNATURE PAGE**

<hr/> <p>Signature</p>	<hr/> <p>Company Name</p>
<hr/> <p>Print Name</p>	<hr/> <p>Company Address</p>
<hr/> <p>Title</p>	<hr/> <p>City                      St.      Zip</p>
<hr/> <p>Telephone #</p>	<hr/> <p>Fax #</p>
<hr/> <p>Federal Tax ID #</p>	<hr/> <p>URL/Email Address</p>

The above individual is authorized to sign on behalf of company submitting proposal.

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days.