

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 1 -

INVITATION TO BID AND NOTICE TO BIDDERS

DATE: **October 2, 2025**

NOTICE IS HEREBY GIVEN THAT SEALED BIDS ARE SOUGHT AND REQUESTED FOR THE FOLLOWING:

BID NAME: **INMATE CLOTHING AND SUPPLIES**

BID NUMBER: **RFB-UC25-067**

PLACE OF OPENING: Ulster County Purchasing,
100 Development Court
Kingston, NY 12401

DATE OF OPENING: **October 23, 2025**

TIME OF OPENING: **3:00 P.M.**

CONTACT PERSON: **Brenden Boughton; Principal Buyer**
Phone: 845-340-3999
Email: bbou@ulstercountyny.gov

BIDDERS **MUST** SUBMIT BID IN **SEALED** ENVELOPE.

PLEASE PRINT ON THE FACE OF **OUTSIDE/ MAILING** ENVELOPE:

- 1) NAME & ADDRESS OF BIDDER
- 2) BID NAME & NUMBER

It is the bidder's responsibility to read the attached Bid Specifications and GENERAL CONDITIONS, which outline bidding rules of the Ulster County Purchasing Department. Upon submission of bid, it is understood that the bidder has read, fully understands and will comply with said GENERAL CONDITIONS and specification requirements.

IMPORTANT NOTICE: Bid distribution - Copies of Bid Documents obtained from any source other than directly from Ulster County are not considered official copies. Only those bidders who obtain bidding documents from Ulster County Purchasing or the Ulster County website are guaranteed to receive addendum information if issued. **If you have obtained this document from a source other than Ulster County Purchasing or its website, it is recommended that you obtain an official copy.**

By: Edward Jordan, Director of Purchasing

PLEASE RETAIN THE BID DOCUMENT FOR YOUR RECORDS

COUNTY OF ULSTER – PURCHASING DEPARTMENT

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BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 2 -

GENERAL CONDITIONS

BIDS

1. Any reference to the words bid(der), quote(r), proposal, or proposer in this document should be considered interchangeable.

2. All proposals shall be made upon forms furnished by the Director of Purchasing for the County of Ulster and shall be contained in sealed envelopes addressed to Ulster County Director of Purchasing, 100 Development Court, Kingston, NY 12401.

3. Form of proposal as issued by the County Director of Purchasing shall be completely filled in black ink or typed. No bid will be accepted which contains any changes, additions, omissions, or erasures, unless otherwise stated.

4. Bidder must submit with bid detailed specifications, circulars, and all necessary data on items he proposes to furnish. This information must show clearly that the item offered meets all detailed specifications herein. The Director of Purchasing reserves the right to reject any bid if its compliance with the specifications is not clearly evident. If item offered differs from the provisions contained in these specifications such differences must be explained in detail, and bid will receive careful consideration if such deviations do not depart from the intent of these specifications and are to the best interests of the County of Ulster as interpreted by the Director of Purchasing of the County of Ulster.

5. All prices quoted must be "per unit" as specified, e.g., do not quote "per case" when "per dozen" is requested; otherwise, bid may be rejected.

6. Bidder must insert the price per unit and the extensions against each item in this bid. In the event of a discrepancy between the unit price and the extension, the unit price will govern. Prices shall be extended in decimals, not fractions. If a price is written in numbers and alpha - the alpha will govern.

7. The prices submitted shall be exclusive of Federal and State taxes and must not include any tax for which the bidder may claim exemption because of doing business with the County.

8. Prices shall be net, including transportation and delivery charges fully prepaid by the successful bidder to destination indicated in the proposal. If award is made on any other basis, transportation charges must be prepaid by the successful bidder and added to the invoice as a separate item. In any case, title shall not pass until items have been delivered and accepted by the County.

9. Prices shall be net FOB any point in the County of Ulster, New York. Price quoted shall include all delivery costs.

10. Where a bidder is requested to submit a bid on

Individual items and/or on a total sum or sums, the right is reserved to award bids on individual items or on total sums. The County reserves the right to award in whole or in part based on the lowest responsible bid.

11. All bids received after the time stated for the opening in the Notice to Bidders may not be considered and will be returned unopened to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the County. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.

12. In all specifications, the words "or equal" are understood after each article giving manufacturer's name or catalog reference, or on any patented article. The decision of the Director of Purchasing as to whether an alternate or substitution is in fact "equal" shall be final. If bidding on items other than those specified, bidder must in every instance give the trade designation of the article, manufacturer's name, and detailed specifications of item he proposes to furnish, otherwise, bid will be construed as submitted on the identical item as specified

13. The submission of a bid will be construed to mean that the bidder is fully informed as to the extent and character of the supplies, material, equipment, and services required and a representation that the bidder can furnish the supplies, materials, equipment, and services satisfactorily in complete compliance with the specifications.

14. If two or more bidders submit identical bids as to price, the decision of the Director of Purchasing to award a Contract to one of such identical bidders shall be final. (General Municipal Law, Sec. 103. sub. 1)

15. It is the responsibility of the bidder to offer a product that meets the specifications of the manufacturer model as listed. The bidder must submit with his bid detailed specifications, circulars and all necessary data on the commodity to be furnished. If the commodity offered differs from the provisions listed, such differences must be explained in detail. Failure to submit any of the above data may result in rejection of the bid. The County, however, reserves the right to request any additional information deemed necessary for the proper evaluation of bids.

16. See attached insurance requirements. Liability, workers compensation and disability coverage statements are required of all bidders. Automobile coverage is required from those who provide delivery. Bidders who use common carriers for delivery do not need automobile coverage statements.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

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BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. RFB-UC25-067

- 3 -

17. In the event satisfactory bids are not received, the Director of Purchasing reserves the right to consider alternative proposals containing deviations from County specifications. Bidders shall explain in detail where such alternatives deviate from or qualify the terms of the proposal and specifications as issued.

18. Bidder must fill in all applicable spaces on bid form. All lines must have an indication of bidder's response whether it is "o", "N/A", "--", or a dollar figure. All lines must be filled in to indicate bidder's acknowledgment of the request.

Bids that do not have all applicable lines filled in on bid sheet may be disqualified as a non-responsive bid. The County cannot assume there is "no charge" when lines are left empty.

19. The following two items will automatically render a bid unacceptable to Ulster County:

- a. Failure to sign Certification and Signature Form
- b. Failure to include necessary bid deposit (as required).

It shall be fully understood that any deviations from the inclusion of the above items will be grounds to see the bid as non-compliant and will not be considered for award.

20. Faxed or emailed bids will not be accepted.

21. The County reserves the right to purchase items included in these specifications on New York State Contracts, when available.

SAMPLES

22. Samples, when required, must be submitted strictly in accordance with instructions, otherwise, bid may not be considered. If samples are requested subsequent to bid opening, they shall be delivered within ten (10) days of the request, or as directed, for bid to have consideration. Samples must be furnished free of charge and must be accompanied by descriptive memorandum invoices indicating if the bidder desires their return and specifying the address to which they are to be returned provided they have not been used or made useless by tests. Award samples may be held for comparison with deliveries. The County will not be responsible for any samples destroyed or mutilated by examination or testing. Samples shall be removed by the bidder at his expense. Samples not removed within fifteen (15) days after written notice to the bidder will be regarded as abandoned and the County shall have the right to dispose of them as its own property.

23. All window envelopes/mailers must conform to current U.S. Postal regulations. It is the responsibility of the bidder to be familiar and adhere to these regulations.

AWARD

24. The Director of Purchasing reserves the right to (a) reject any and all bids not deemed in the best interest of the County, and (b) reject as informal such bids, as in his/her opinion, that are incomplete, conditional, obscure, or which

contain irregularities of any kind including unbalanced bids. By an unbalanced bid, it is meant one in which the amount bid for one or more separate items is substantially out of line with the current market prices for the materials and/or work covered thereby.

25. The Director of Purchasing for the County of Ulster reserves the right to waive any informality or to reject any or all bids.

26. Awards will be made to the lowest responsive, responsible bidder, as will best promote the public interest, taking into consideration the reliability of the bidder, the quality of the materials, equipment, supplies, goods and/or services to be furnished, their conformity with the specifications, the purposes for which required, and the terms of delivery.

27. No contract hereunder shall, either in whole or in part, be assigned, transferred, conveyed, sublet, or otherwise disposed of to any other person, company or corporation unless approval is first obtained in writing from the County Director of Purchasing.

28. Should the successful bidder fail to meet a delivery date required by the specifications, the County Director of Purchasing has the discretion to cancel the order and terminate the contract. In such event, the County will assume no responsibility for any expense or loss to the successful bidder because of such cancellation or termination.

29. Should any material or equipment delivered fail to meet the specifications, the County Director of Purchasing has the discretion to require the successful bidder to replace the same with material or equipment which does meet the specifications and, at the successful bidder's expense, to remove the rejected material or equipment from wherever delivered or stored and in the event that such proper replacement and removal is not made by the successful bidder within 30 days, to cancel the order and terminate the contract, in which event the County will assume no responsibility for any expense or loss to the successful bidder because of such cancellation or termination.

30. If the successful bidder fails to deliver within the time specified, or within reasonable time as interpreted by the County, or fails to make replacement of rejected articles, when so requested, immediately or as directed by the County, the County may purchase from other sources to take the place of the item rejected or not delivered. The County reserves the right to authorize immediate purchase from other sources against rejections on any contract when necessary. On all such purchases the successful bidder agrees to reimburse the County promptly for excess costs occasioned by such purchases. Should the cost be less, the successful bidder shall have no claim to the difference. Such purchases will be deducted from

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

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BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 4 -

contract quantity.

31. A contract may be canceled at the successful bidder's expense for non-performance or poor performance of contract upon ten calendar days written notice to the successful bidder.

The County reserves the right to cancel the contract at any time during the contract term by written thirty (30) day notice mailed to the address of vendor.

32. Payments cannot be processed by County facilities until contract items have been delivered in satisfactory condition and a properly completed Invoice has been submitted to the ordering agency by the successful bidder.

33. Extension of Prices - Political subdivisions and districts and others authorized by law including certain non-profit post-secondary, secondary, and elementary educational institutions may participate in contracts resulting from this bid. Upon request, non-County agencies must furnish contractor(s) with the proper tax exemption certificate.

34. It should be noted that the extension of this contract to certain political subdivision and non-public elementary and secondary schools may cause the estimated quantities to vary considerably. However, the contractor must furnish all quantities actually ordered.

35. The County of Ulster may require the successful bidder to confirm in writing, within ten days of the County's request, that said bidder will perform the contract in accordance with its bid. The failure of the bidder to so confirm may result in the cancellation of the contract by the County in its sole discretion.

36. Any errors in the bid award which are the fault of the County must be forwarded, in writing, to the Ulster County Purchasing Department within five (5) working days of the notification of award. No corrections will be made beyond that date. If errors on the part of the County are discovered too late to be corrected, we will issue a "no award" on those affected items and rebid or quote at a later date.

37. If a successful bidder exhibits a history of back orders or delayed deliveries the County of Ulster reserves the right to rescind their award and to disqualify them from future bidding.

38. Any and all awards resulting from this bid shall be final and shall be for the complete term of the contract. No rescinding of awards will be made because of bidder error or inability to supply them.

39. Title shall not pass until items have been delivered to the County and accepted by the requesting Department.

40. Executory Clause. It is understood by the parties that this agreement shall be executory only to the extent of the monies available to the County of Ulster and appropriated therefore, and that no liability on account thereof shall be incurred by the County beyond the monies available and

appropriated for the purpose thereof.

41. The County of Ulster reserves the right to extend the term of the contract resulting from this bid for any length of time up to sixty (60) days beyond the time therein specified as the expiration date of the contract at identical terms and conditions. Written notice will be given to the contractor.

42. The County of Ulster reserves the right to cancel this contract on 30 days written notice to the contractor(s).

DELIVERY

43. Delivery must be made in accordance with the instructions to bidders and the specifications. If delivery instructions do not appear on order, it will be interpreted to mean prompt delivery. The decision of the Director of Purchasing as to reasonable compliance with delivery terms shall be final.

44. The County must be notified twenty-four (24) hours in advance of delivery.

The County reserves the right to deny acceptance of delivery if this notice is not given, at no cost to the County.

45. The Director of Purchasing will not accept any deliveries on Saturdays, Sundays or legal holidays, except commodities required for daily consumption or where the delivery is for an emergency.

46. Items shall be securely and properly packed for shipment, storage and stocking in shipping containers and according to acceptable commercial practice, without extra charge for packing cases, baling, or sacks.

47. The successful bidder shall be responsible for delivery of items in good condition at point of destination. It shall file with the carrier all claims for breakage, imperfections, and other losses, which will be deducted from invoices. The Receiving Department will note for the benefit of successful bidder when packages are not received in good condition. Carton shall be labeled with purchase order or contract number, successful bidder's name and general statement of contents. Failure to comply with this condition shall be considered sufficient reason for refusal to accept the goods.

48. Unless otherwise stated in the specifications, all items must be delivered into and placed at a point within the building as directed by the shipping instructions or the Director of Purchasing. The successful bidder will be required to furnish proof of delivery in every instance.

49. Unloading and placing of equipment and furniture is the responsibility of the successful bidder, and the County accepts no responsibility for unloading and placing of equipment. Any costs incurred due to the failure of the successful bidder to comply with this requirement will be charged to it. No help for unloading will be provided by the County, and suppliers should notify their truckers accordingly.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 5 -

50. All deliveries shall be accompanied by delivery tickets or packing slips. Ticket shall contain the following information for each item delivered:

Contract Number and/or Purchase Order Number

Name of Article

Item Number (if applicable)

Quantity

Name of the Successful Bidder

51. Successful bidder may be requested to acknowledge, in writing, receipt of order.

52. No items are to be shipped or delivered until receipt of an official purchase order from the Ulster County Purchasing Department.

INSTALLATION OF EQUIPMENT

53. The successful bidder shall clean up and remove all debris and rubbish resulting from its work from time to time as required or directed. Upon completion of the work, the premises shall be left in a neat, unobstructed condition, and the buildings broom cleaned, and everything in perfect repair and order.

54. Equipment, supplies, and materials shall be stored at the site only on the approval of the Director of Purchasing and at the successful bidder's risk. In general, such on-site storage should be avoided to prevent possible damage or loss of the material.

55. Work shall be progressed so as to cause the least inconvenience to the County and with proper consideration for the rights of other successful bidders or workmen. The successful bidder shall keep in touch with the entire operation and install its work promptly.

56. Bidders shall acquaint themselves with conditions to be found at the site and shall assume all responsibility for placing and installing the equipment in the locations required.

57. Equipment for trade-in shall be dismantled by the successful bidder and removed at its expense. The condition of the trade-in equipment at the time it is turned over to the successful bidder shall be the same as covered in the specifications, except as affected by normal wear and tear from use up to the time of trade-in. All equipment is represented simply "as is." Equipment is available for inspection only at the delivery point unless otherwise specified.

GUARANTEES BY THE SUCCESSFUL BIDDER

58. The successful bidder guarantees:

(a) Its products against defective material or workmanship and to repair or replace any damages or marring occasioned in transit.

(b) To furnish adequate protection from damage for all work and repair damages of any kind for which it or its workmen are responsible, to the building or equipment, to its own work, or to

the work of other successful bidders.

(c) To carry insurance as required to protect the County from loss in case of accident, fire, theft, etc. (See Insurance Requirements)

(d) That all deliveries will be equal to the accepted bid sample.

(e) That the equipment delivered is standard, new, latest model of regular stock product or as required by the specifications; also that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice. Every unit delivered must be guaranteed against faulty material and workmanship for a period of at least one year from date of delivery. If during this period such faults develop, the successful bidder agrees to replace the unit or the part affected without cost to the County. Any merchandise provided under the contract which is or becomes defective during the guarantee-period shall be replaced by the successful bidder free of charge with the specific understanding that all replacements shall carry the same guarantee as the original equipment. The successful bidder shall make any such replacement immediately upon receiving notice from the County.

SAVING CLAUSE

59. The successful bidder shall not be held responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any other acts not within the control of the successful bidder and which by the exercise of reasonable diligence it is unable to prevent.

GOVERNING LAWS & RULES

60. Section 167b of the State Finance Law prohibits the purchase of tropical hardwood products. Any bid which included products containing tropical hardwoods shall be deemed non-responsive. Exceptions shall be from an approved source or sole source where no approved equal is available. Section 167b shall apply.

61. The Contractor shall comply with all the provisions of the laws of the County of Ulster, the State of New York and of the United States of America which affect municipalities and municipal contracts, and more particularly the Labor Law, the General Municipal Law, the Workmen's Compensation Law, the Lien Law, Personal Property Law, State Unemployment Insurance Law, Federal Social Security Law, State, Local and Municipal Health Law, Rules and Regulations, and any and all regulations promulgated by the State of New York and of amendments and additions thereto, insofar as the same shall be applicable to any contract awarded hereunder with the same force and effect as if set forth at length herein. The bidder's special attention is called to those laws which are set forth below:

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 6 -

62. Section 103-d of the General Municipal Law of the State of New York which reads as follows:

1. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury; Non-collusive bidding certification.

(a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief;

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor, and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

(b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

2. The fact that a bidder

(a) has published price lists, rates or tariffs covering items being procured,

(b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or

(c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

3. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

63. All vendors must comply with provisions of the Toxic Waste Right To Know Law and provide the County with any and all information as required by law. All regularly manufactured stock electrical items must bear the label of the Underwriters' Laboratories, Inc.

64. Bids on equipment must be on standard new equipment of latest model and in current production, unless otherwise specified. All supplies, equipment, vehicles and materials must meet the provisions of the New York State Public Employee Safety and Health Act of 1980, as amended from time to time.

65. The Certification and Signature Form/Affidavit of Non-collusion and Certification of Compliance with the Iran Divestment Act must be executed by the bidder and submitted with its bid.

66. Bidders must complete the attached Ulster County forms, which include but are not limited to the Information Sheet and Vendor Reference Sheet. These forms must be submitted with the proposal.

ADDENDA AND INTERPRETATIONS

67. No verbal interpretation of the intent of any of the specifications or other Contract Documents will be made before receipt of bids. Requests for interpretations prior to receipt of bids must be presented, in writing, to the Director of Purchasing, 100 Development Court, Kingston, NY 12401, and to be given consideration must be received by the Director of Purchasing at least seven (7) days prior to the date set for the opening of bids.

68. Any interpretation, and any additional information or instruction will, if issued, be in the form of a written Addenda sent to all holders of this RFB, who have made the County

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 7 -

aware of their intent to submit a bid, at the addresses furnished therefore, at least five (5) days prior to date set for the opening of bids.

69. Failure of any bidder to receive any Addenda shall not relieve such bidder from any obligation under this bid as submitted. All Addenda so issued shall become a part of the Contract Documents

QUALIFICATIONS OF BIDDERS

70. The County reserves the right to make such investigation as it may deem necessary or advisable to determine any bidder's ability to do the work, and the bidder

shall furnish to the County, on request, all data and information pertinent thereto. The County reserves the right to reject any bid if such investigation fails to satisfy the County that the bidder is fully qualified to do the work. Financial instability of a bidder may be cause for non-award.

71. Conditional bids will be considered informal and will be rejected.

EXCEPTIONS TO GENERAL CONDITIONS

72. All of the above statements shall hold true to all bids unless superseded by specific information included in the Specifications or Product Specifications in the bid document.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 8 -

GENERAL SPECIFICATIONS

1.0 PURPOSE

The purpose of this bid is to establish a price for the purchase of inmate clothing, bedding, towels, safety items, mattresses, and personal items by the Corrections Department of the Ulster County Sheriff's Office. It is important to note that Ulster County uses commercial grade dryers and any items with too high of a polyester (or similar synthetic fabric) content may melt. Please pay careful attention to the specifications as listed.

2.0 BID OPENING TIME

Bid will be opened on **October 23, 2025 at 3:00 P.M.** at the Ulster County Purchasing Department located at **100 Development Court**, Kingston, N.Y. 12401.

Bidders are urged to mail their bid in early. **Late bids will not be accepted** and will be returned unopened to the bidder.

3.0 METHOD OF AWARD

Items may be awarded individually, or in whole, based on the lowest responsive, responsible bid. The bidder must state individual prices for all units bid.

Due to the excessive costs in placing and processing orders and payment of invoices, the County reserves the right not to award to bidders with less than five (5) items eligible for award. In such instance, items will be awarded to the next lowest bidder.

When there is a discrepancy between unit price and total price, unit price shall prevail.

It is understood by the bidder that a contract resulting from this bid shall be executed only to the extent of monies available to the County of Ulster for the purpose hereof.

4.0 UNBALANCED BIDS

The Director of Purchasing reserves the right to reject any and all bids not deemed for the best interest of the County and to reject as informal such bids, as in his opinion, are incomplete, conditional, obscure, or which contain irregularities of any kind including unbalanced bids. By an unbalanced bid, it is meant one in which the amount bid for one or more separate items is substantially out of line with current market prices for the materials and/or work covered thereby.

5.0 RESCIND OF AWARD

After an award has been made by Purchasing, and all participating agencies notified, there will be a \$250.00 item charge to bidders who then discover a mistake in their bid and want the award revised or rescinded. It is costly for the County to refigure bid awards, notify all agencies involved and change all our records.

Bidders should be more careful in figuring bids **prior to** submission. A bidder requesting a bid item revised or rescinded will be billed by Purchasing. If the bidder does not pay the bill, the entire award may be rescinded, and the bidder's responsibility will be questioned for future bids.

6.0 PERSONNEL IDENTIFICATION

All personnel must carry on their person photo identification (e.g., an employee identification badge,

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 9 -

valid driver's license, etc.), while on Ulster County property and promptly show such identification when requested by any Ulster County employee. The County reserves the right to reject and bar from County property, for good and sufficient reason in the sole discretion of the County, any employee hired by the successful bidder or its subcontractors.

7.0 ERRORS

Any errors in the bid award that are the fault of the County must be forwarded, in writing, to the Ulster County Purchasing Department within five (5) working days of the notification of award. No corrections will be made beyond that date. If errors on the part of the County are discovered too late to be corrected, we will issue a "no award" on those affected items and rebid or quote at a later date.

8.0 CONTRACT PERIOD

The Contract Period will be from January 1, 2026 through December 31, 2027.

The Contract may be extended, by mutual agreement between the County and the vendor, up to three (3) additional one (1) year period(s) under identical conditions and at the prices offered in the Bid Price Return Sheet, subject to the terms in Section 40.0 CONTRACT PRICE ADJUSTMENTS.

See GENERAL CONDITIONS (Paragraph 41) for temporary extension of contract.

9.0 BID RESERVATIONS

Bids submitted shall remain in effect forty-five (45) days past the date of bid opening.

10.0 CANCELLATION CLAUSE

The County reserves the right to cancel the contract at any time during the contract term by written thirty (30) day notice mailed to the address of vendor.

A contract may be canceled at the successful bidder's expense for non-performance or poor performance of contract upon ten calendar days written notice to the successful bidder.

11.0 ASSIGNMENT OF CONTRACT/SUBCONTRACTING

No contract may be assigned, nor may any right, title or interest therein be assigned, transferred, conveyed, sublet, or disposed of without the written consent of the Ulster County Director of Purchasing.

12.0 INSURANCE

Bidders must review the insurance requirements in this solicitation before submitting a bid response to make sure that they can meet all the requested limits and supply the required certifications.

The successful bidder shall, at his own expense, maintain in effect at all times during the performance of the work under the contract at least the insurance coverage specified in the attached *County of Ulster Standard Contract Insurance Requirements*. The successful bidder shall file with Ulster County Purchasing, within ten (10) business days of Award, evidence of insurance certifying the required coverage.

13.0 CERTIFICATION

The submission of this bid certifies that the bidder has read, is familiar with, and will comply with

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 10 -

any and all segments of these specifications, to include but not limited to: Cover Letter, General Conditions, Insurance Requirements, Product Specifications and Conditions, Delivery and Backorder Requirements (as applicable).

14.0 NON-COLLUSIVE STATEMENT

The submission of this statement certifies that the prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder with or any competitor.

15.0 INDEMNIFICATION

To the maximum extent permitted by law and except to the extent caused by the sole negligence of Ulster County, the successful bidder shall indemnify and hold harmless Ulster County, its officers, agents and employees, from and against any and all suits, claims, actions, losses, costs, penalties and damages of whatsoever kind or nature arising out of, in connection with, or incident to the facilities and/or services provided by or on behalf of the successful bidder, including the content or nature of advertising.

In addition, the successful bidder shall assume the defense of Ulster County and its officers and employees in all legal or claim proceedings arising out of, in connection with, or incident to such facilities and/or services, shall pay all defense expenses, including reasonable attorneys' fees, expert fees and costs incurred by Ulster County on account of such litigation or claims, and shall satisfy any judgment rendered in connection therewith or pay or reimburse Ulster County's payment of any sums reasonable to settle such litigation or claims.

16.0 CONFLICT OF INTEREST

The successful bidder, by entering into a contract with Ulster County to perform or provide services or materials, covenants that it has no direct or indirect pecuniary or proprietary interest, and that it shall not acquire any such interest which conflicts in any manner or degree with the services or materials required to be performed and/or provided under the contract and that it shall not employ any person or agent having any such interests. In the event that the successful bidder or its agents, employees or representatives hereafter acquires such a conflict of interest, it shall immediately disclose such interest to Ulster County and take action immediately to eliminate the conflict.

17.0 DISCLOSURE OF OWNERSHIP INTEREST

Pursuant to Resolution Number 8 of 2023, the Ulster County Legislature approved a requirement of full transparency and disclosure of the name(s) of individual(s) and business entities holding ownership interest in business entities that enter into contract(s) with Ulster County. Therefore, the following information shall be disclosed, in writing, to the Ulster County Department of Purchasing and then be provided to the Chair of the Legislature and the Chair of the Ways and Means Committee, at the time a business entity submits a bid to the Ulster County Purchasing Department, or, prior to entering into written contract for such work, whichever is sooner:

1. The names of all individuals with an interest in, ownership or control of 10% or more of the profits or assets of such business entity, or of 10% of the stock in the case of a business entity that is a corporation for profit.
2. The names of all principals, partners, officers, or directors of the business entity and their immediate family members, and members of household as defined by Section 2(K) of the Ulster

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 11 -

County Ethics Law.

3. The names of any subsidiary business entities directly or indirectly controlled by the business entity.
4. For business entities holding 10% or more of the profits or assets of a business entity seeking to do business with Ulster County, the names of all principals, partners, officers, or directors of the business entity and their immediate family members and members of household; and, be it further

RESOLVED, that the names of the individuals as set forth above shall be entered into the Ulster County financial software system, and shall be included when any resolution or contract is presented by any Ulster County department for approval by the Ulster County Legislature; and, be it further

RESOLVED, that nothing contained in this policy shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

This information must be provided in the Disclosure of Ownership Interest Certification Form, which is included in the required forms section at the end of this solicitation.

18.0 GUARANTEED TIME OF DELIVERY

County Departments have individual delivery preferences. It is required that vendors set up a regular delivery schedule that meets department needs.

The County must receive all products ordered not later than **10 days** After Receipt of Order (A.R.O).

19.0 NOTICE OF DELIVERY

The County must be notified twenty-four (24) hours in advance of delivery. The County reserves the right to deny acceptance of delivery if this notice is not given. This notice is to be given to the ordering department at no charge to the County.

20.0 BACKORDERS

No backorders will be allowed. If product is not deliverable the vendor must advise County immediately. The County will purchase from the next available source. The difference in cost will be documented and deducted from subsequent bill submitted by non-responsive vendor.

All items which are back ordered for more than 10 business days will be purchased from the next available source.

If the successful vendor exhibits a history of backorders or delayed deliveries the County of Ulster reserves the right to rescind their award and the vendor's responsibility will be questioned for future bids.

21.0 PRICE

Prices shall be net FOB any point in the County of Ulster, New York. Price quoted shall include delivery costs.

Most clothing items on the Bid Price Return Form contain multiple pricing lines to allow vendors to submit different pricing for different sizes. For all items on the Bid Price Return Form, vendors are

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 12 -

to extend the unit price for each size range using the estimated quantities given and then total all extended lines for that item number in the “Total” box provided. Items will be awarded based on the total of the extended prices. Please add all “Item Totals” together to provide a “Total Bid Cost”.

$$(\text{Estimated Quantity}) \times (\text{Unit Price}) = \text{Extended Price}$$

All items are to be billed at the Bid price in effect as of the date of the Purchase Order or at the time the order is placed, even if items are not delivered until after the end of the contract period.

22.0 PAYMENT

PAYMENT PROCESSING: Payments cannot be processed by the County until contract items have been delivered in satisfactory condition with an invoice referring to the Purchase Order Number and mailed to “bill to” address indicated on the Purchase Order. The County will pay the proper amounts due within sixty (60) days of receipt by the County of the invoice with any requested supporting documentation and approval of the invoice by the Ulster County Comptroller.

23.0 EXTENSION OF PRICES

Political sub-divisions, including the City of Kingston and others authorized by law, including certain non-profit independent post-secondary, secondary, and elementary educational institutions may participate in contracts resulting from this bid opening.

24.0 NYS CONTRACTS

The County reserves the right to purchase items included in this bid from New York State Contracts when available.

25.0 REGULATIONS

All products must meet all applicable Local, State and Federal regulations.

26.0 BRAND NAME

Some items required are specified based on Brand names, but that does not mean to exclude other manufacturers of equal compatibility. Alternate “or equal” items must be equal in quality design and performance.

If bidding on another brand, all pertinent catalogs and specifications must be submitted with bid. The County’s decision as to the acceptance of the product as equal will be final.

Due to security and safety requirements, alternate (“or equal”) items for Item #22 – Mattresses, Item 25 - Razors, and Item #28 – Toothbrushes will NOT be accepted. Items shall be bid exactly as specified; Bob Barker Item #: SS307545RSP, Bic Twin Blade part #: STWB1000C, and Colgate Toothbrushes part number: CG55501, respectively.

27.0 INFORMATION TO BE FURNISHED WITH BID

It is the responsibility of the bidder to offer a product that meets the specifications of the manufacturer model as listed.

The bidder must submit with his bid detailed specifications, circulars and all necessary data on the commodity to be furnished. If the commodity offered differs from the provisions listed, such differences must be explained in detail. Failure to submit any of the above data may result in rejection

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 13 -

of the bid. The County, however, reserves the right to request any additional information deemed necessary for the proper evaluation of bids.

The bidder must indicate in the space provided, the manufacturer's name and the catalog references or model number of the item or items offered.

28.0 SAMPLES

In order for the County to more accurately award the bid, the following items require samples, as described below, be submitted with the bid package.

- Item #6 - Four pairs of the men's briefs Size XL and four pairs of Size 6X are required.
- Item #7 - Four men's T-shirts size XL and four size 6X are required.
- Item #10 - One sample pair of shoes in any one of medium, large, or XL required.
- Item #11 - Four pairs women's panties size 6 and four pairs of size 12 are required.
- Item #12 - Four pullover sports style bras size medium and four of size 2XL are required.
- Item #13 - Four pairs of tube socks of any size small-XL are required.
- Item #16 - Three flat sheets are required.
- Item #20 - One sample of a full-size, white blanket is required.
- Item #29 - One package of Feminine Pads is required.

Bids received without the required samples may be disqualified as non-responsive.

Additional samples of bid items may be required after the bid opening in order for the County to more accurately award the bid. All requested additional samples must be received in the Ulster County Purchasing Department within seven (7) calendar days of request.

All samples must be clearly identified with the Bid Name and Number, Vendor's Name, and Item/Style number.

Samples not removed within fifteen (15) days after written notice to the bidder will be regarded as abandoned and the County shall have the right to dispose of them as its own property..

29.0 WARRANTY

Unless otherwise stated in the Product Specifications, standard limited warranty will be required of the manufacturer that shall be: (1) not less than ninety (90) days from the date of acceptance; (2) all defective parts and labor are the obligation of the contractor during this period.

30.0 GUARANTEE

The bidder guarantees that the item offered is standard new equipment. Unless otherwise stated in the Product Specifications, all items shall be guaranteed for a minimum period of one (1) year against defective parts and workmanship. If defects occur during this time, the defective equipment shall be replaced or corrected by the successful bidder without cost to the County, except where it shall be clearly shown that the defect is due to misuse and not to faulty manufacture, or installation, construction, or workmanship.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 14 -

31.0 QUANTITIES

The quantities are indefinite, but estimates given in the proposal reflect anticipated requirements. The contract, however, shall be for the quantities actually ordered during the contract period. It should be noted that the extension of this contract to certain political subdivision and non-public elementary and secondary schools may cause the estimated quantities to vary considerably. However, the contractor must furnish all quantities actually ordered.

32.0 QUALIFICATION OF BID

Any qualification of a bid such as requiring that a specific quantity must be purchased or any other restriction that is placed on the County by the bidder will be considered an Exception to the Bid and the bid may be rejected by the County.

33.0 COMPLETION OF REQUIRED INFORMATION

Bidder must fill in all applicable spaces on bid form. All lines must have an indication of bidder's response whether it be "0", "NA", "—" or a dollar figure. All lines must be filled in to indicate the bidder's acknowledgment of the request. The information must be in typed figures or use black ink, printed legibly.

Bids that do not have all applicable lines filled in on bid sheet may be disqualified as non-responsive.

34.0 ALTERNATE PROPOSALS

In the event that satisfactory bids are not received, the Director of Purchasing reserves the right to consider alternative proposals containing deviations from the County specifications. Bidders shall explain in detail where such alternatives deviate from or qualify the terms of the proposal and specifications as issued.

35.0 SUSPENSION AND DEBARMENT

Each bidder warrants that neither it nor any of its officers, employees, subcontractors, or agents is excluded or in any other manner barred from doing business with any federal, state, or local agency, municipality, or department. Any misrepresentation or false statement related to a bidder's status in this regard will result in rejection of such bidder's submission.

In addition, if the successful bidder or any of its officers, employees, subcontractors, or agents become excluded or barred in any manner from doing business with any federal state, or local agency, municipality, or department, during the period in which goods and/or services are provided pursuant to this bid, the successful bidder agrees to immediately notify the County Attorney of such status. Any misrepresentation or false statement related to the successful bidder's status in this regard, or any failure by the successful bidder to immediately notify the County Attorney of any change in such status, shall result in immediate termination of County's business relationship with the successful bidder, in addition to such other remedies as may be provided by law, in equity, pursuant to the terms and conditions of this bid document, or the conditions of the Award.

36.0 PREVAILING WAGE – N/A

37.0 SAFETY DATA SHEETS

Bidders must submit Safety Data Sheets with Bid on all applicable products.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 15 -

38.0 ADDENDA AND INTERPRETATIONS

No verbal interpretation of the intent of any of the specifications or other Contract Documents will be made before receipt of bids. Requests for interpretations prior to receipt of bids must be presented, in writing, to the Director of Purchasing, 100 Development Court, Kingston, NY 12401, and to be given consideration must be received by the Director of Purchasing at least seven (7) days prior to the date set for the opening of bids. Requests can be faxed to 845-340-3434 or emailed to ejor@ulstercountyny.gov.

Any interpretation, and any additional information or instruction will, if issued, be in the form of a written Addenda sent to all known holders of Contract Documents at the addresses furnished therefore, at least five (5) days prior to date set for the opening of bids.

Failure of any bidder to receive any Addenda shall not relieve such bidder from any obligation under this bid as submitted. All Addenda so issued shall become a part of the Contract Documents.

39.0 COMPLIANCE WITH LAWS, LICENSES AND PERMITS

The responder(s) agree that they will fully comply with all applicable Federal, State and County policies, procedures, standards and laws, rules and regulations.

Vendor must submit construction documents, stamped plans, and/or specifications where required and in accordance with Title 19 NYCRR Part 1203 to the Authority Having Jurisdiction (Ulster County Safety Office).

40.0 CONTRACT PRICE ADJUSTMENTS

40.1 The proposed rates shall remain firm through the first contract period with no price adjustments allowed.

40.2 The County recognizes this product or service has a price component that may have a commodity with changing costs. The Contractor/Supplier may request a Price Adjustment no more frequently than once every 6-month period. The Contractor must notify the Director of Purchasing forty-five (45) days prior to the date of his/her intent to increase pricing.

40.3 A Price Adjustment request must be made in writing and include the reason for the request, substantiated documentation supporting the request (i.e., showing cost in effect at time of bid vs. cost in effect at time of request), the current pricing, and the requested revised pricing.

40.4 The County will review the Price Adjustment request. If the Price Adjustment is deemed reasonable the Price Adjustment request will be accepted by written acknowledgement. If the request is not accepted the County may entirely reject the request or may counter with revised pricing. In either case the County will provide a written explanation in support of the decision.

40.5 The Director of Purchasing may use available indexes (e.g., CPI or PPI) to determine if the requested Price Adjustment is reasonable. Typically, a Price Adjustment that exceeds 5% will not be approved unless very unusual and significant changes have occurred in the industry.

40.6 In the event industry costs decline, the County shall have the right to receive, from the Contractor, a reasonable reduction in prices/pricing that reflect such cost changes in the industry. The County will make a written request to the Contractor for a Price Adjustment in writing with supporting documentation.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 16 -

41.0 SUSTAINABILITY REQUIREMENTS

Ulster County is firmly committed to sustainability and environmental responsibility. As directed by Executive Order #1 of 2023 (<https://ulstercountyny.gov/environment/department-environment>) issued by the County Executive, adherence to GreenNY sustainability requirements is now a fundamental aspect of our procurement process.

Ulster County has qualified to achieve certification as a New York State Green Purchasing Community. The County's sustainability initiative is designed to apply across a broad range of products and services. Suppliers are advised to review the GreenNY sustainability requirements (<https://ogs.ny.gov/green-purchasing-requirements-and-tools>), familiarize themselves with the County's initiatives aimed at mitigating the environmental footprint of its operations, and embrace the principles of environmental stewardship.

42.0 PRODUCT DESCRIPTION

SEE SECTION 28.0 FOR DETAILED SAMPLE REQUIREMENTS.

Ulster County is a Green NY Certified Community. The following restrictions apply to all clothing items specified below and any alternative items offered by the vendor. The clothing items offered by the vendor for this Bid must:

- NOT contain cotton sourced from Uzbekistan or Turkmenistan,
- NOT contain added anti-microbial or anti-odor agents,
- NOT be label as "dry clean only."

1. SHIRTS, UNISEX

- Fabric: Industrial Laundry Grade Finish 6-8 oz. heavy duty twill fabric, 65% Polyester, 35% combed cotton.
- Seams: Filled, (Folded), and Three Needle Stitched with matching thread cleanly finished with no raw or frayed edges.
- Style: Raglan Sleeves, One Pocket, hemmed sleeves and bottom.
- Sizes: Medium - 8X.
- Colors: Orange, White.
- Printing: 2" Black block lettering on the back of the shirt to read: ***Ulster County Jail***.

2. TROUSERS, UNISEX

- Fabric: Industrial Laundry Grade Finish 6-8 oz. heavy duty twill fabric, 65% Polyester, 35% combed cotton.
- Seams: Filled, (Folded), and Three Needle Stitched.
- Style: Slip on, mock fly, Heat Resistant woven elastic waist serged and double needle lock stitched, locked stitched. Points of strain bartacked and reinforced. Hemmed bottoms double folded, lock stitched.
- Sizes: Medium - 8X.
- Colors: Orange, White.

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 17 -

- Printing: 2” Black block lettering vertically printed on the front of the pant leg to read: ***Ulster County Jail***.

3. HEAVY DUTY COVERALLS

- Fabric: Industrial Laundry Grade Finish 6-8 oz. heavy duty twill fabric, 65% Polyester, 35% combed cotton.
- Seams: Filled, (Folded) and Three Needle Stitched with matching Dual Duty thread. All points of strain bartacked and reinforced. Hemmed sleeves and bottoms.
- Style: Slip on, mock fly, Heat Resistant woven elastic waist, locked stitched. Points of strain bartacked and reinforced. Hemmed bottoms double folded, lock stitched.
- Style: Snap front closure (rustproof nickel plated brass snaps), Raglan short sleeves, no side opening. Heat resistant Elastic waistband, Double stitched left breast patch pocket.
- Sizes: Large - 8X.
- Colors: Orange, White.
- Printing: 2” Black block lettering on the back of the shirt to read: ***Ulster County Jail***.

4. BLANKET-LINED WORK COATS

- Fabric: Heavyweight, 10-12oz, 100% Cotton preshrunk outer shell with 100% polyester or polyester/acrylic blend shrink-resistant blanket linings.
- NO BLUE LINING. Grey lining is preferred.
- Machine washable.
- Style: Brass buttons, four patch pockets and banded corduroy collars.
- Sizes: Large – 8X.
- Color: Orange.
- Printing: 2” Black block lettering on the back of the shirt to read: ***Ulster County Jail***.

5. SWEATSHIRTS

- Fabric: 50% Cotton, 50% Polyester fabric (or less than 50% polyester, Dacron or similar).
- Style: Set-in long sleeve crewneck pullover. Ribbed collar, cuffs and band. Collar is cover seamed.
- Sizes: Large – 8X.
- Color: Orange.
- Printing: 2” Black block lettering on the back of the shirt to read: ***Ulster County Jail***.

6. BRIEFS

- Fabric & Style: 100% Pre-shrunk Cotton, 1-1/2” heat resistant waistband, fly-front opening, strong seams.
- Sizes: Medium - 6X.
- Color: White.
- Packaged in 1 dozen units.

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 18 -

- **SAMPLES REQUIRED – 4 PAIRS EACH OF SIZES XL AND 6X.**

7. T-SHIRTS

- Fabric & Style: Crew neck, 100 % Pre-shrunk Cotton – strong seams.
- NO pockets.
- Sizes: Medium – 6X.
- Color: White only.
- **SAMPLES REQUIRED 4 EACH OF SIZES XL AND 6X.**

8. TRI-STITCH TROUSERS

- Fabric & Style: Industrial Laundry Grade Finish, minimum weight of 7.5 oz., 65% Polyester, 35% Cotton.
- Seams: Three-Needle Felling Stitching on all seams.
- Style: All points of strain Bartacked and Reinforced, No Pockets, Hemmed, Heat Resistant, Elastic Expansion waistband.
- Sizes: Small – 6X.
- Color: Postman Blue
- Bob Barker Item: TPBT-(SIZE) or Equal.

9. TRI-STITCH V-NECK SHIRTS

- Fabric & Style: Industrial Laundry Grade Finish, minimum weight of 7.5 oz., 65% Polyester, 35% Cotton.
- Seams & Style: Three-Needle Felling Stitching on all seams, All points of strain Bartacked and Reinforced, One (1) double-needle stitched breast pocket.
- Sizes: Small – 6X.
- Color: Postman Blue
- Bob Barker Item: TPBS-(SIZE) or Equal.
- Printing: 3” White block lettering on back of shirt to read: I.G.N.I.T.E. Underneath “I.G.N.I.T.E.”, in 2” white block lettering to read: ULSTER COUNTY.
 - “I.G.N.I.T.E.” in 1” White block lettering on front of shirt over pocket on left front chest.

10. EVA STEP-INS SHOES: MEN'S/WOMEN'S

- 100% Ethyl Vinyl Acetate (EVA) slip-resistant, stress tear resistant, odor resistant and waterproof. One-piece anatomical molding, solid back, no “sling” back straps, lightweight.
- Sizes: Small-3XL (3 – 16) Whole Sizes. (No half sizes needed).
- Color: Orange, Black.
- **SAMPLE REQUIRED (1 Pair) Sample can be size medium, large or XL.**

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 19 -

11. WOMENS PANTIES

- Fabric & Style: 100% Cotton with Knitted elastic waist and leg.
- Sizes: 5-13.
- Color: White only.
- **SAMPLES REQUIRED 4 EACH OF SIZES 6 AND 12.**

12. PULLOVER SPORTS STYLE BRAS

- Fabric: Two-ply lycra/cotton construction.
- Style: Hook-less, pull on style. No metal or plastic.
- Sizes: Small – 5X.
- Color: White.
- **SAMPLES REQUIRED - 4 EACH OF SIZES MEDIUM AND 2XL.**

13. TUBE SOCKS

- Fabric: 80% Cotton, 20% Polyester.
- NO nylon.
- Sizes: Small – XL.
- Color: White.

14. TOWELS

- Fabric: 100% Cotton Terry.
- Size: 20" x 40" 5 lb. per dozen.
- Color: White & Brown.
- 25 Dozen per Bale.

15. WASHCLOTHS

- Fabric: 100% Cotton Terry.
- Size: 12"x12" 1 lb. per dozen.
- Color: White & Brown.

16. SHEETS, FLAT

- Fabric: Poly/Cotton Blend.
- Size: 54" x 90" 10 lbs. per dozen.
- Color: White & Brown.
- **THREE SAMPLES ARE REQUIRED.**

17. EXTRA LONG SHEETS, FLAT

- Fabric: Poly/Cotton Blend.
- Size: 58" x 90" 10 lbs. per dozen.
- Color: Brown.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 20 -

- For Mattress Size: 36" x 86" x 36".

18. SHEETS, FITTED

- Fabric: Poly/Cotton Blend.
- Size: 54" x 90" 10 lbs. per dozen.
- Color: Brown.

19. COMBINED MATTRESS COVER AND SHEET SYSTEM

- Bob Barker Item #: CSST2-3076-NV or Equal.
- Color: Navy
- Size: 30" x 76"

20. BLANKETS

- Snagless (Snagfree) Thermal Blanket.
- Fabric: 100% Cotton 2.5 lb.
- No open weave.
- Size: 66" x 90".
- Colors: White, Gray, Blue.
- **SAMPLE OF WHITE BLANKET REQUIRED.**

21. PILLOWCASES

- Size: 42" x 34".
- Color: Brown.

22. MATTRESSES

- Spartan Ripstop Polyester Mattress with Pillow, Bob Barker Item #: SS307545RSP.
- Dimensions: 30" x 75" x 4.5"
- 18 oz. 3-Ply Polyvinyl Chloride with Bonded Scrim
- 14 oz. 100% Polyester Fiber Pad
- Meets 16CFR1633 flammability requirements
- **NO SUBSTITUTIONS.**

23. SUICIDE SMOCK

- Machine washable, fire-resistant smock.
- Constructed of two 650 denier polyester faces; lockstitch quilting and inner batting.
- Sizes: 34"-52" and 44"-56".
- Bob Barker Life-Line Brand style 505 or Equal.

24. SUICIDE BLANKET

- Machine washable, fire-resistant blanket.
- Constructed of two 650 denier polyester faces; Lockstitch quilting and inner batting.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 21 -

- Size: 54” X 80”.
- Bob Barker Life-Line Brand style SB5480 or Equal.

25. RAZORS

- TWIN BLADE BIC STWB1000C.
- 1000/case.
- **NO SUBSTITUTIONS.**

26. SHAVING CREAM

- .25 OZ VINYL PACKETS (**Packets only – no sprays / pumps**).

27. TOOTHPASTE

- Freshmint Or Equal .85 Oz, ***Clear Plastic Tube Only.**
- Prefer clear gel over paste.
- 144 TUBES/BOX, 5 BOXES PER CASE (Mastercase).

28. TOOTHBRUSHES

- Colgate 30 tuff Soft, soft bristle, White.
- Individually wrapped #55501.
- 144/case.
- **NO SUBS.**

29. FEMININE PADS

- X-Long EXTRA ABSORBENT Pads; beltless, powder free, with adhesive strip.
- Individually wrapped, without wings preferred. Specify with or without wings and number of pads per case.
- **SAMPLE REQUIRED- 1 PACKAGE of PADS.**

30. FEMININE TAMPONS

- Individually wrapped.
- Cardboard applicators.

31. MAXITHINS® LONG SUPER SANITARY NAPKINS W/ WINGS

- Individually wrapped.
- Latex-free.

32. FLEX PENS

- Clear plastic pens for inmate use.
- Must be flexible inmate style pens.
- No removable parts.
- See-through barrel.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 22 -

- No sharp surfaces except for pen point.

33. MESH LAUNDRY BAGS

- Color: WHITE ONLY.
- Size: 24" X 30".
- No string ties preferred. They are tied together with zip ties.
- NO: Velcro, zippers or snaps.

34. FOOD TRAYS

- Must match item specs exactly due to storage concerns.
- Size: 15" W x 13.5" L x 2 5/8" D.
- Based on Bob Barker item#: TRAY4BR.
- Color: Brown & Gray.

43.0 INSTRUCTIONS FOR FILLING OUT PRICING INFORMATION

1. Vendors must supply prices bid in the Bid Price Return Form below. Other submissions or versions, including invoices/quotes with pricing, will not be accepted.
2. There are places on the bid where quantity required is N/A. The County still wishes to request a price for these items. These items are purchased infrequently. The prices bid for these items will not be a factor in the award determination.
3. Any item with an * requires a sample. If a specific size is not marked * then any size is acceptable.
4. Please fill out (_____/Case) under items on the Bid Price Return Form as noted.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 23 -

(Rev 6.01.19)

PLEASE BRING THESE INSURANCE REQUIREMENTS TO YOUR INSURANCE AGENT TO ENSURE PROPER COVERAGE AND LIMITS ARE IN PLACE. FAILURE TO PROVIDE CERTIFICATE(S) OF INSURANCE EVIDENCING REQUIREMENTS BELOW, SHALL DELAY CONTRACT EXECUTION.

SCHEDULE C

COUNTY OF ULSTER CONTRACT INSURANCE REQUIREMENTS

I. CONDITIONS OF INSURANCE

Unless otherwise authorized by the Ulster County Insurance Officer, strict adherence to this schedule is required. Any deviation without prior authorization from the County's Insurance Department will result in a delay in the finalization of this Agreement.

The Vendor shall submit copies of any or all required insurance documents as and when requested by the County. Upon policy renewal, the Vendor shall submit updated insurance policy information.

II. CERTIFICATES OF INSURANCE

The Vendor shall file with the County's Insurance Department, prior to commencing work under this Agreement, all proper Certificates of Insurance.

The Certificates of Insurance shall include:

- a. Name and address of Insured
- b. Issue date of certificate
- c. Insurance company name
- d. Type of coverage in effect
- e. Policy number
- f. Inception and expiration dates of policies included on the certificate
- g. Limits of liability for all policies included on the certificate
- h. **"Certificate Holder" for all certificates shall be the County of Ulster, P.O. Box 1800, Kingston, New York 12402-1800.**

If the Vendor's insurance policies should be non-renewed or canceled, or should expire during the life of this Agreement, the County shall be provided with a new certificate indicating the replacement policy information as requested above. The County requires thirty (30) days prior written notice of cancellation [ten (10) days for non-payment of premium] from the Insurer, its agents or representatives.

The Vendor agrees to indemnify the County of Ulster for any applicable deductibles and self-insured retentions.

III. WORKERS' COMPENSATION AND DISABILITY INSURANCE

The Vendor shall take out and maintain during the life of this Agreement, Workers' Compensation (WC) Insurance and Disability Benefits (DB) Insurance, for all of its employees employed at the site of the project, and shall provide Certificates of Insurance evidencing this coverage to the County's Insurance Department.

If the Vendor is not required to carry such insurance, the Vendor must submit form CE-200 attesting to the fact that it is exempt from providing WC and/or DB Insurance coverage for all of its employees.

The manner of proof related to WC and DB Insurance is controlled by New York State Laws, Rules and Regulations. "ACORD" forms are not acceptable proof of WC and/or DB Insurance.

IV. WORKERS' COMPENSATION REQUIREMENTS

To assist the State of New York and municipal entities in enforcing WCL Section 57, a business entity (the Vendor) seeking to enter into a contract with a municipality (the County) must provide one of the following forms to the municipal entity with which it is entering into a contract. The Vendor should contact their insurance agent to obtain acceptable proof of WC coverage:

- Form C-105.2 – "Certificate of NYS Workers' Compensation Insurance" **or**

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 24 -

- Form U-26.3 – “Certificate of Workers’ Compensation Insurance” issued by the New York State Insurance Fund or
- Form SI-12 – “Affidavit Certifying that Compensation has Been Secured” issued by the Self-Insurance Office of the Workers’ Compensation Board if the Vendor is self-insured or
- Form GSI-105.2 – “Certificate of Participation in Workers’ Compensation Group Self-Insurance” issued by the Self-Insurance administrator of the group or
- Form GSI-12 – “Certificate of Group Workers’ Compensation Group Self-Insurance” issued by the Self-Insurance Office of the Workers’ Compensation Board if the Vendor is self-insured.

If the Vendor is not required to carry WC coverage, it must submit Form CE-200, “Certificate of Attestation of Exemption” from New York State Workers’ Compensation and/or Disability Benefits Insurance Coverage. This form and the instructions for completing it are available at <http://www.web.ny.gov>

V. DISABILITY BENEFITS REQUIREMENTS

To assist the State of New York and municipal entities in enforcing WCL Section 220(8), a business entity (the Vendor) seeking to enter into a contract with a municipality (the County) must provide one of the following forms to the municipal entity it is entering into a contract with. The Vendor should contact their insurance agent to obtain acceptable proof of DB Insurance Coverage:

- Form DB-120.1 – “Certificate of Insurance Coverage Under the NYS Disability Benefits Law” or
- Form DB-155 – “Compliance with Disability Benefits Law” issued by the Self-Insurance Office of the Workers’ Compensation Board if the Vendor is self-insured.

If the Vendor is not required to carry DB Insurance coverage, it must submit Form CE-200, “Certificate of Attestation of Exemption” from New York State Workers’ Compensation and/or Disability Benefits Insurance Coverage. This form and the instructions for completing it are available at <http://www.web.ny.gov>

VI. COMMERCIAL GENERAL LIABILITY INSURANCE

The Vendor shall take out and maintain during the life of this Agreement, such bodily injury liability and property damage liability insurance as shall protect it and the County from claims for damages for bodily injury including accidental death, as well as from claims for property damage that may arise from operations under this Agreement, whether such operations be by the Vendor, by any subcontractor, or by anyone directly or indirectly employed by either of them.

It shall be the responsibility of the Vendor to maintain such insurance in amounts sufficient to fully protect itself and the County, but in no instance shall amounts be less than the minimum acceptable levels of coverage set forth below:

- Bodily Injury Liability and Property Damage Liability Insurance in an amount not less than **ONE MILLION AND 00/100 (\$1,000,000.00) DOLLARS** for each occurrence, and in an amount not less than **TWO MILLION AND 00/100 (\$2,000,000.00) DOLLARS** general aggregate.

Other Conditions of Commercial General Liability Insurance:

- a. Coverage shall be written on Commercial General Liability form.
- b. Coverage shall include:
 1. Contractual Liability
 2. Independent Contractors
 3. Products and Completed Operations
- c. “Additional Insured” status shall be granted to “County of Ulster, P.O. Box 1800, Kingston, New York, 12402-1800”, shown on the Commercial General Liability policy, further stating that this insurance shall be primary and non-contributory with any other valid and collectable insurance.

VII. UMBRELLA LIABILITY OR EXCESS LIABILITY INSURANCE

Umbrella Liability or Excess Liability Insurance shall be provided by the Vendor in an amount not less than **TWO MILLION AND 00/100 (\$2,000,000.00) DOLLARS**.

NOTE: As long as all minimum underlying limits have been met, insurance limits may be a total combined limit of the

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 25 -

Umbrella/Excess Liability limits and the underlying liability insurance limits.

The Umbrella/Excess Liability coverage MUST be written on a follow-form (drop down) basis to the underlying insurance coverage with no additional exclusions.

“Additional Insured” status shall be granted to “County of Ulster, P.O. Box 1800, Kingston, New York, 12402-1800”, shown on the Umbrella policy, further stating that this insurance shall be primary and non-contributory with any other valid and collectable insurance.

VIII. AUTOMOBILE LIABILITY INSURANCE

Automobile Bodily Injury Liability and Property Damage Liability Insurance shall be provided by the Vendor, with a minimum Combined Single Limit (CSL) of **ONE MILLION AND 00/100 (\$1,000,000.00) DOLLARS**.

Coverage shall include:

- a. All owned vehicles
- b. Any hired automobile
- c. Any non-owned automobile
- d. “Additional Insured” status shall be granted to “County of Ulster, P.O. Box 1800, Kingston, New York, 12402-1800”, shown on the Auto Liability policy, further stating that this insurance shall be primary and non-contributory with any other valid and collectable insurance.

IX. PROFESSIONAL LIABILITY INSURANCE (e.g. MALPRACTICE, MEDIA LIABILITY, ERRORS & OMISSIONS INSURANCE)

- ☐ If this box is checked, Professional Liability Insurance shall be provided by the Vendor in an amount not less than **ONE MILLION AND 00/100 (\$1,000,000.00) DOLLARS** for each occurrence and in an amount of not less than **TWO MILLION AND 00/100 (\$2,000,000.00) DOLLARS** general aggregate.

X. CYBER LIABILITY INSURANCE:

- ☐ If this box is checked, Cyber Liability Insurance shall be provided by the Vendor in an amount not less than **FIVE MILLION AND 00/100 (\$5,000,000.00) DOLLARS** for each occurrence and in an amount of not less than **FIVE MILLION AND 00/100 (\$5,000,000.00) DOLLARS** general aggregate. **Copies of policy must be submitted with certificate of insurance.**

XI. SEXUAL ABUSE & MOLESTATION COVERAGE:

- ☐ If this box is checked, Sexual Abuse & Molestation Coverage shall be provided by the Vendor in an amount not less than **ONE MILLION AND 00/100 (\$1,000,000.00) DOLLARS** for each occurrence and in an amount of not less than **TWO MILLION AND 00/100 (\$2,000,000.00) DOLLARS** general aggregate.

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 26 -

NOTICE

LEGAL PUBLICATIONS FOR BIDS - 2025

PLEASE BE ADVISED THAT FOR THE YEAR 2025 THE ULSTER COUNTY PURCHASING DEPARTMENT WILL PUBLISH ALL PUBLIC BIDS IN THE FOLLOWING NEWSPAPERS BY DIRECTIVE OF THE U.C. LEGISLATURE.

SHAWANGUNK JOURNAL HUDSON VALLEY ONE

All capital projects containing materials and labor related to public works will also be published in the following trade magazines (not required by law):

New York State Contract Reporter

It is the responsibility of the prospective bidders to read these publications and contact the Ulster County Purchasing Department to obtain bid specifications.

Ulster County Purchasing Department

100 Development Court

Kingston, NY 12401

Phone: 845-340-3400

Fax: 845-340-3434

Web: www.ulstercountyny.gov/purchasing

Note: Ulster County uses the *Empire State Purchasing Group* vendor file as the County's vendor list. Businesses wishing to register as a vendor with Ulster County should sign up on the ESPG website by logging on to: www.ulstercountyny.gov/purchasing. Assistance in registering can be obtained by calling 1-800-835-4603.

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

- 27 -

[illegible]

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 28 -

VENDOR NAME _____

NON-BIDDER'S RESPONSE

For purposes of facilitating your firm's response to our invitation to bid, the County of Ulster is interested in ascertaining reasons for prospective bidders' failure to respond to invitations to bid. If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and returning this form to the Ulster County Purchasing Department at the above address.

We are not responding to this invitation for bid for the following reason(s):

___ Items or materials requested not manufactured by us or not available to our company.

___ Our items and/or materials do not meet specifications.

___ Specifications not clearly understood or applicable (too vague, too rigid, etc.)

___ Quantities too small.

___ Insufficient time allowed for preparation of bid.

___ Incorrect address used.

Correct mailing address is:

___ Our branch/division handles this type of bid.

Correct name and mailing address is:

___ Other reason(s):

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 29 -

**PLEASE RETURN THE FOLLOWING SHEETS
ONLY**

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 30 -

BIDDER NAME: _____

BID RESPONSE CHECKLIST

Please note below is a list of documents which must be submitted in full as part of this bid response. Failure to submit any of the documents as part of your bid may be cause for rejection of the bid.

Please check each item indicating your compliance.

THIS CHECKLIST MUST BE COMPLETED & SUBMITTED AS PART OF YOUR BID.

- _____ RESPONSE CHECKLIST
- _____ BID PRICE RETURN FORM
- _____ REFERENCE FORM
- _____ BIDDER ADDRESS FORM
- _____ ASSUMED NAME CERTIFICATION
- _____ BIDDER ORGANIZATION INFORMATION
- _____ DISCLOSURE OF OWNERSHIP INTEREST CERTIFICATION FORM
- _____ AFFIDAVIT OF NON-COLLUSION
- _____ MACBRIDE FAIR EMPLOYMENT PRINCIPLES
- _____ IRANIAN DIVESTMENT CERTIFICATE (NOTARIZED)
- _____ INSURANCE REQUIREMENTS
- _____ ADDENDUM(S) ACKNOWLEDGED (IF APPLICABLE)
- _____ BID BOND (IF APPLICABLE)
- _____ PROOF OF APPRENTICE PROGRAM (IF APPLICABLE)

PLEASE SUBMIT YOUR COMPLETED BID RESPONSE UNBOUND & UNSTAPLED

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 31 -

BIDDER NAME: _____**BID PRICE RETURN FORM**

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
1	UNISEX SHIRTS	S	N/A	Dozen			\$ _____		
		M	10 DZ	Dozen			\$ _____	\$ _____	
		L	10 DZ	Dozen			\$ _____	\$ _____	
		XL	20 DZ	Dozen			\$ _____	\$ _____	
		2XL	20 DZ	Dozen			\$ _____	\$ _____	
		3XL	20 DZ	Dozen			\$ _____	\$ _____	
		4XL	20 DZ	Dozen			\$ _____	\$ _____	
		5XL	20 DZ	Dozen			\$ _____	\$ _____	
		6XL	10 DZ	Dozen			\$ _____	\$ _____	
		7XL	N/A	Dozen			\$ _____		
		8XL	10 DZ	Dozen			\$ _____	\$ _____	\$ _____

2	TROUSERS	S	N/A	Dozen			\$ _____		
		M	10 DZ	Dozen			\$ _____	\$ _____	
		L	10 DZ	Dozen			\$ _____	\$ _____	
		XL	20 DZ	Dozen			\$ _____	\$ _____	
		2XL	20 DZ	Dozen			\$ _____	\$ _____	
		3XL	20 DZ	Dozen			\$ _____	\$ _____	
		4XL	20 DZ	Dozen			\$ _____	\$ _____	
		5XL	20 DZ	Dozen			\$ _____	\$ _____	
		6XL	10 DZ	Dozen			\$ _____	\$ _____	
		7XL	N/A	Dozen			\$ _____		
		8XL	10 DZ	Dozen			\$ _____	\$ _____	\$ _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 32 -

BIDDER

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
3	COVERALLS	S	N/A	Dozen			\$ _____		
		M	N/A	Dozen			\$ _____		
		L	30 DZ	Dozen			\$ _____	\$ _____	
		XL	50 DZ	Dozen			\$ _____	\$ _____	
		2XL	50 DZ	Dozen			\$ _____	\$ _____	
		3XL	50 DZ	Dozen			\$ _____	\$ _____	
		4XL	50 DZ	Dozen			\$ _____	\$ _____	
		5XL	50 DZ	Dozen			\$ _____	\$ _____	
		6XL	30 DZ	Dozen			\$ _____	\$ _____	
		7XL	30 DZ	Dozen			\$ _____	\$ _____	
		8XL	30 DZ	Dozen			\$ _____	\$ _____	\$ _____
4	COATS	S	200	Each			\$ _____	\$ _____	
		M	200	Each			\$ _____	\$ _____	
		L	200	Each			\$ _____	\$ _____	
		XL	200	Each			\$ _____	\$ _____	
		2XL	200	Each			\$ _____	\$ _____	
		3XL	200	Each			\$ _____	\$ _____	
		4XL	200	Each			\$ _____	\$ _____	
		5XL	200	Each			\$ _____	\$ _____	
		6XL	200	Each			\$ _____	\$ _____	
		7XL	200	Each			\$ _____	\$ _____	
		8XL	200	Each			\$ _____	\$ _____	\$ _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 33 -

BIDDER

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
5	SWEATSHIRTS	S	N/A	Dozen			\$ _____		
		M	N/A	Dozen			\$ _____		
		L	30 DZ	Dozen			\$ _____	\$ _____	
		XL	30 DZ	Dozen			\$ _____	\$ _____	
		2XL	50 DZ	Dozen			\$ _____	\$ _____	
		3XL	50 DZ	Dozen			\$ _____	\$ _____	
		4XL	50 DZ	Dozen			\$ _____	\$ _____	
		5XL	50 DZ	Dozen			\$ _____	\$ _____	
		6XL	30 DZ	Dozen			\$ _____	\$ _____	
		7XL	N/A	Dozen			\$ _____		
		8XL	30 DZ	Dozen			\$ _____	\$ _____	\$ _____

6*	BRIEFS	S	N/A	Dozen			\$ _____		
		M	60 DZ	Dozen			\$ _____	\$ _____	
		L	200 DZ	Dozen			\$ _____	\$ _____	
		XL*	200 DZ	Dozen			\$ _____	\$ _____	
		2XL	80 DZ	Dozen			\$ _____	\$ _____	
		3XL	60 DZ	Dozen			\$ _____	\$ _____	
		4XL	20 DZ	Dozen			\$ _____	\$ _____	
		5XL	N/A	Dozen			\$ _____		
		6XL*	N/A	Dozen			\$ _____		
		7XL	N/A	Dozen			\$ _____		
		8XL	N/A	Dozen			\$ _____		\$ _____

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 34 -

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 34 -

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
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<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
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<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
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BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 34 -

BIDDER _____

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qnty)	Total
7*	T-SHIRTS	S	N/A	Dozen			\$ _____		
		M	60 DZ	Dozen			\$ _____	\$ _____	
		L	200 DZ	Dozen			\$ _____	\$ _____	
		XL*	200 DZ	Dozen			\$ _____	\$ _____	
		2XL	80 DZ	Dozen			\$ _____	\$ _____	
		3XL	80 DZ	Dozen			\$ _____	\$ _____	
		4XL	100 DZ	Dozen			\$ _____	\$ _____	
		5XL	N/A	Dozen			\$ _____		
		6XL*	N/A	Dozen			\$ _____		
		7XL	N/A	Dozen			\$ _____		
		8XL	N/A	Dozen			\$ _____		\$ _____

8	TRI-STITCH TROUSERS	S	N/A	Dozen			\$ _____	
		M	5 DZ	Dozen			\$ _____	\$ _____
		L	8 DZ	Dozen			\$ _____	\$ _____
		XL	8 DZ	Dozen			\$ _____	\$ _____
		2XL	4 DZ	Dozen			\$ _____	\$ _____
		3XL	2 DZ	Dozen			\$ _____	\$ _____
		4XL	2 DZ	Dozen			\$ _____	\$ _____
		5XL	N/A	Dozen			\$ _____	
		6XL	N/A	Dozen			\$ _____	
								\$ _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 35 -

BIDDER _____

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
9	TRI-STITCH V-NECK SHIRTS	S	N/A	Dozen					
		M	5 DZ	Dozen				\$ _____	
		L	8 DZ	Dozen				\$ _____	
		XL	8 DZ	Dozen				\$ _____	
		2XL	4 DZ	Dozen				\$ _____	
		3XL	2 DZ	Dozen				\$ _____	
		4XL	2 DZ	Dozen				\$ _____	
		5XL	N/A	Dozen					
		6XL	N/A	Dozen					\$ _____
10*	STEP-IN-SHOES	S	60 DZ	Dozen			\$ _____	\$ _____	
		M	100 DZ	Dozen			\$ _____	\$ _____	
		L	200 DZ	Dozen			\$ _____	\$ _____	
		XL	200 DZ	Dozen			\$ _____	\$ _____	
		2XL	80 DZ	Dozen			\$ _____	\$ _____	
		3XL	60 DZ	Dozen			\$ _____	\$ _____	\$ _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 36 -

BIDDER

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
11*	WOMEN'S PANTIES	5	100 DZ	Dozen			\$ _____	\$ _____	
		6*	100 DZ	Dozen			\$ _____	\$ _____	
		7	100 DZ	Dozen			\$ _____	\$ _____	
		8	100 DZ	Dozen			\$ _____	\$ _____	
		9	100 DZ	Dozen			\$ _____	\$ _____	
		10	100 DZ	Dozen			\$ _____	\$ _____	
		11	100 DZ	Dozen			\$ _____	\$ _____	
		12*	100 DZ	Dozen			\$ _____	\$ _____	
		13	100 DZ	Dozen			\$ _____	\$ _____	\$ _____
12*	SPORTS BRA	S	100 DZ	Dozen			\$ _____	\$ _____	
		M*	100 DZ	Dozen			\$ _____	\$ _____	
		L	100 DZ	Dozen			\$ _____	\$ _____	
		XL	100 DZ	Dozen			\$ _____	\$ _____	
		2XL*	100 DZ	Dozen			\$ _____	\$ _____	
		3XL	100 DZ	Dozen			\$ _____	\$ _____	
		4XL	N/A	Dozen			\$ _____		
		5XL	N/A	Dozen			\$ _____		
		6XL	N/A	Dozen			\$ _____		
		7XL	N/A	Dozen			\$ _____		\$ _____
13*	SOCKS	S	200 DZ	Dozen			\$ _____	\$ _____	
		M	200 DZ	Dozen			\$ _____	\$ _____	
		L	200 DZ	Dozen			\$ _____	\$ _____	
		XL	200 DZ	Dozen			\$ _____	\$ _____	\$ _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 37 -

BIDDER _____

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
14	WHITE TOWELS	20" x 40"	300 DZ	Dozen			\$ _____	\$ _____	\$ _____
	BROWN TOWELS	20" x 40"	75 DZ	Dozen			\$ _____	\$ _____	\$ _____
15	WHITE WASHCLOTHS	12" x 12"	100 DZ	Dozen			\$ _____	\$ _____	\$ _____
	BROWN WASHCLOTHS	12" x 12"	100 DZ	Dozen			\$ _____	\$ _____	\$ _____
16*	WHITE FLAT SHEETS*	54" x 90"	200 DZ	Dozen			\$ _____	\$ _____	\$ _____
	BROWN FLAT SHEETS	54" x 90"	100 DZ	Dozen			\$ _____	\$ _____	\$ _____
17	EXTRA LONG BROWN FLAT SHEETS	58" x 90"	N/A	Dozen			\$ _____		

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COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 38 -

BIDDER_____

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
18	BROWN FITTED SHEETS	54" x 90"	100 DZ	Dozen			\$ _____	\$ _____	\$ _____
19	COMBINED MATTRESS COVER AND SHEET SYSTEM	30" x 76"	200 Each	Each			\$ _____	\$ _____	\$ _____
20*	WHITE BLANKETS*	66" x 90"	1000 EACH	Each			\$ _____	\$ _____	\$ _____
	BROWN BLANKETS	66" x 90"	300 EACH	Each			\$ _____	\$ _____	\$ _____
21	PILLOWCASES	42" x 34"	100 DZ	Dozen			\$ _____	\$ _____	\$ _____
22	MATTRESSES	30" x 75" x 4.5" Bob Barker Item # SS307545RS P – No Subs	200 Each	Each			\$ _____	\$ _____	\$ _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 39 -

BIDDER _____

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
23	SUICIDE SMOCK	34" - 52"	24 EACH	Each			\$ _____	\$ _____	\$ _____
	SUICIDE SMOCK	44" - 56"	24 EACH	Each			\$ _____	\$ _____	\$ _____
24	SUICIDE BLANKET	54" x 80"	200 EACH	Each			\$ _____	\$ _____	\$ _____
25	RAZORS BIC STWB1000C ONLY		50 CS	Case			\$ _____	\$ _____	\$ _____
26	SHAVING CREAM _____/ CASE	.25 OZ	50 CS	Case			\$ _____	\$ _____	\$ _____
27	TOOTHPASTE 144/BX : 5 BX/CS	.85 OZ	25 MASTER CASES	Master Case			\$ _____	\$ _____	\$ _____
28	TOOTHBRUSHES _____/ CASE	COLGATE ONLY	200 CS	Case			\$ _____	\$ _____	\$ _____
29*	FEMININE PAD _____/ CASE		50 CS	Case			\$ _____	\$ _____	\$ _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 40 -

BIDDER _____

Section	Item Description	Sizes	Est. Quantity	Unit of Measure (UOM)	Item # (Model #)	Brand	Unit Price (Price per UOM)	Extended Price (Unit Price x Qty)	Total
30	TAMPONS _____/ CASE		50 CS	Case			\$ _____	\$ _____	\$ _____
31	LONG SANITARY NAPKINS _____/ CASE		15 CS	Case			\$ _____	\$ _____	\$ _____
32	FLEX PENS _____/ CASE		30 CS	Case			\$ _____	\$ _____	\$ _____
33	MESH LAUNDRY BAGS _____/ CASE	24" x 30"	10 DZ	Dozen			\$ _____	\$ _____	\$ _____
34	FOOD TRAYS _____/ CASE	15" W x 13.5" L x 2 5/8" D	N/A	Case			\$ _____		

* Indicates Samples Required. See Section 28.0 SAMPLES for detailed sample requirements.

TOTAL BID COST (SUM OF ALL ITEM TOTALS) \$ __________
AUTHORIZED SIGNATURE_____
DATE

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 41 -

BIDDER NAME: _____**REFERENCE FORM**

All bidders will be required to complete this form providing three (3) references of past performance. References should involve projects and/or service situations of similar size and scope to this bid. References must have had dealings with the Bidder within the last thirty-six (36) months. The County reserves the right to contact any or all of the references supplied for an evaluation of past performance in order to establish the responsibility of the Bidder before the actual award of the bid and/or contract. Completion of the reference form is required.

Ulster County or any of its departments may be listed as an additional reference, but may not be substituted for any of the three required references.

1) Reference Name: _____

Address: _____

Telephone: _____ Contact Person: _____

Contract Date: _____

2) Reference Name: _____

Address: _____

Telephone: _____ Contact Person: _____

Contract Date: _____

3) Reference Name: _____

Address: _____

Telephone: _____ Contact Person: _____

Contract Date: _____

<p align="center">COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing</p>		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 42 -

BIDDER ADDRESS FORM

MAIL BID TO:

VENDOR NAME: _____

ADDRESS: _____

CONTACT: _____

TELEPHONE: _____ FAX: _____

E-MAIL: _____

ONLY if different -
MAIL PURCHASE ORDER TO:

ADDRESS: _____

TELEPHONE: _____ FAX: _____

CONTACT: _____ E-MAIL: _____

ONLY if different -
MAIL PAYMENT TO:

ADDRESS: _____

TELEPHONE: _____ FAX: _____

CONTACT: _____ E-MAIL: _____

IN ACCORDANCE WITH ULSTER COUNTY’S INSURANCE REQUIREMENTS (CHECK ONE):

☐ **I certify that my company will deliver by common carrier**

☐ **I certify that my company will deliver by owned or leased vehicles**

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 43 -

BIDDER NAME: _____

ASSUMED NAME CERTIFICATION

*If the business is conducted under an assumed name, a copy of the certificate required to be filed under the New York general business law must be attached.

ASSUMED NAME: _____

If the bidder is an individual, the bid must be signed by that individual; if the bidder is a corporation, by an officer of the corporation, or other person authorized by resolution of the board of directors, and in such case a copy of the resolution must be attached; if a partnership, by one of the partners or other person authorized by a writing signed by at least one general partner and submitted with the bid or previously filed with the Director of Purchasing.

"The submission of this constitutes a certification that no County Officer has any interest therein. (Note: In the event that any County Officer has any such interest, the full nature thereof should be disclosed below.)"

AUTHORIZED SIGNATURE

PRINT NAME

COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, KINGSTON, NY 12401 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing		
BID NAME: INMATE CLOTHING AND SUPPLIES	BID NO. RFB-UC25-067	- 44 -

THIS PAGE MUST BE COMPLETED

BIDDER ORGANIZATION INFORMATION

BIDDER NAME: _____

TYPE OF ENTITY: CORP. _____ PARTNERSHIP _____ INDIVIDUAL _____

DBA: _____

FEDERAL EMPLOYER ID #: _____ OR SOCIAL SECURITY #: _____

NYS DOS ID # _____ DUNS # (FTA Projects): _____

DATE OF ORGANIZATION: _____

IF APPLICABLE: DATE FILED: _____ STATE FILED: _____

If not a publicly owned Corporation:

CORPORATION NAME: _____

LIST PRINCIPAL STOCKHOLDERS: (5% of outstanding shares)

LIST OFFICERS AND DIRECTORS:

NAME

TITLE

If a partnership:

PARTNERSHIP NAME: _____

LIST PARTNERS NAME(S):

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 45 -

DISCLOSURE OF OWNERSHIP INTEREST CERTIFICATION FORM

Pursuant to Ulster County Resolution Number 8 of 2023, please list the following information (if necessary, use additional sheets):

1. The names of all individuals with an interest in, ownership or control of 10% or more of the profits or assets of _____ (“the Company”) seeking to do business with Ulster County, or individuals owning or controlling 10% or more of the stock of said business in the case of a business entity that is a for profit corporation.

_____	_____
_____	_____
_____	_____

2. The names of all principals, partners, officers, or directors of the Company seeking to do business with Ulster County and their immediate family members and members of household.

3. The names of any subsidiary business entities directly or indirectly controlled by Company.

4. For business entities holding 10% or more of the profits or assets of the Company, the names of all principals, partners, officers, or directors of that business entity and their immediate family members and members of household.

INITIALS: _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 46 -

CERTIFICATION AND SIGNATURE FORM

AFFIDAVIT OF NON-COLLUSION

NAME OF BIDDER: _____ PHONE NO.: _____ EXT: _____

BUSINESS ADDRESS: _____ FAX NO.: _____

I hereby attest that I am the person responsible within my firm for the final decision as to the prices(s) and amount of this bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this bid have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition with any other contractor, bidder or potential bidder.
2. Neither the price(s), nor the amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder on this project, and will not be so disclosed prior to bid opening.
3. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from bidding on this project, or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary bid.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by an firm or person to refrain from bidding or to submit a complementary bid on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any project, in consideration for my firm's submitting a complementary bid, or agreeing to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.
8. **By submission of this bid I certify I have read, am familiar with and will comply with any and all segments of these specifications.**

The person signing this bid, under the penalties of perjury, affirms the truth thereof.

Signature & Company Position

Print Name & Company Position

Company Name

Date Signed

Federal I.D. Number

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 47 -

BIDDER NAME: _____

MACBRIDE FAIR EMPLOYMENT PRINCIPLES

Ulster County Resolution 108 of March 8, 2001, in an attempt to prevent discrimination in all forms, provides the requirement that vendors who do business with Ulster County read, initial and return the attached statement as part of their official document.

Please read and initial **either** Statement #1 or Statement #2.

DO NOT INITIAL BOTH STATEMENTS.

- ___ 1. The Bidder, and any individual or legal entity in which the Bidder holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Bidder, has no business operations in Northern Ireland.
- ___ 2. The Bidder, and any individual or legal entity in which the Bidder holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Bidder shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles and shall permit the independent monitoring of their compliance with such principles.

AUTHORIZED SIGNATURE

PRINT NAME:

COUNTY OF ULSTER – PURCHASING DEPARTMENT

100 DEVELOPMENT COURT, KINGSTON, NY 12401

PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 48 -

BIDDER NAME: _____

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

Pursuant to State Finance Law §165-a, on August 10, 2012 the Commissioner of the Office of General Services (OGS) posted a prohibited entities list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf>

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the County receive information that a Bidder/Contractor is in violation of the above-referenced certification, the County will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the County shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default.

The County reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, _____, being duly sworn, deposes and says that he/she is the
_____ of the _____

Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

SIGNED

SWORN to before me this

_____ day of _____

202 ____

Notary Public: _____

COUNTY OF ULSTER – PURCHASING DEPARTMENT**100 DEVELOPMENT COURT, KINGSTON, NY 12401**PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.ulstercountyny.gov/purchasing

BID NAME: INMATE CLOTHING AND SUPPLIES

BID NO. **RFB-UC25-067**

- 49 -

INSURANCE REQUIREMENTS:

The following insurance acknowledgement must be completed and signed and submitted with this bid even if the bidder is unable to provide their certificate of insurance with their bid.

BIDDER NAME: _____, if a successful bidder, agrees to provide an insurance certificate with endorsement, in compliance with the insurance requirements set forth in this bid. Insurance certificates, with County of Ulster listed as additional insured, must be supplied within ten (10) business days or as specified in the notice of award or the award may be rescinded.

BID TITLE: _____

Authorized Signature:

Name & Title of
Authorized Signer:

Dated:

Insurance Agency:

Address of Agency:

Contact Person
At Agency:

Phone Number
of Agency:

Current Policy Limits:

G/L Occurrence

G/L Aggregate

Umbrella or Excess

Automobile

Professional or Other Required