

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		FEDERAL TAXPAYER IDENTIFICATION NUMBER (TIN)	
BID NUMBER OT902409	OPENING DATE (1:00 p.m.) JULY 7, 2008	BIDDER NAME	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395		STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
ATTN: BID DESK		CITY	STATE ZIP
		COUNTY	
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
REQ./INDEX NO. OPI040P	BID NOTICE DATE 06/06/08	CONTACT PERSON	FAX NO. ()
CONTRACTOR'S E-MAIL ADDRESS		IT/MIS CONTACT PERSON	IT/MIS TELEPHONE NO. ()
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)			
<input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". _____%, _____ Days, Net 30 Days			
PARTICIPATING AGENCY(IES): OHIO DEPARTMENT OF REHABILITATION AND CORRECTIONS, OHIO PENAL INDUSTRIES, OPI SHOE SHOP, SOUTHERN OHIO CORRECTIONAL FACILITY, LUCASVILLE-MINFORD ROAD, LUCASVILLE, OH 45699, as applicable			
<p><u>THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR:</u></p> <p>VALUE ADDED LEATHER WORK SHOES AND VALUE ADDED LEATHER VELCRO CROSS TRAINING ATHLETIC SHOES</p> <p>TERM OF CONTRACT: This Invitation to Bid is to establish a requirements contract to procure the described supplies or services on behalf of the above participating agency(ies). The agency(ies) may place orders against the Contract beginning <u>12/01/08</u> or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire <u>11/31/11</u> unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Standard Contract Terms and Conditions. No agencies may place purchase orders against the Contract beyond the expiration date unless DAS renews the Contract by amendment. The Contractor may begin performance under the Contract only upon receipt of a valid order from a participating state agency.</p> <p>INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS, Revised 10-01-07, are a part of this Invitation to Bid. Copies may be downloaded by clicking on this link: Instructions: Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.</p> <p>By submitting this Invitation to Bid, the Contractor certifies that Contractor has truthfully disclosed the location(s) where all services are to be performed; the location(s) where all applicable state contract data is to be maintained or made available; and the principal location of business for the Contractor and all subcontractors. The Contractor further certifies and acknowledges that Contractor will not change the country of the location(s) where services are performed and will not change the country of the location(s) where data is maintained or made available without prior written consent of the state.</p> <p>Any questions or clarifications regarding this Invitation to Bid should be directed to the Office of Procurement Services through the Internet at www.ohio.gov/procure. All questions should be submitted a minimum of five (5) working days prior to the bid opening date.</p>			
PRINTED/TYPED SIGNATURE		AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) (Please sign in blue ink)	DATE

The ORIGINAL signed Bid must be submitted to the Office of Procurement Services by 1:00 o'clock p.m., on the above listed opening date to receive consideration for award. It is requested that the Bidder NOT sign their bid in BLACK ink. BIDDER CERTIFIES, by signature affixed to its bid, that the information provided by it in its bid including the certified statements, is accurate and complete. Bidder declares to have read and understood and agrees to be bound by all of the instructions, terms, conditions and specifications of this Invitation to Bid and agrees to fulfill the requirements of any awarded contract at the prices bid. ADM3214 (Rev. 10-01-07)

REQUIRED CERTIFICATION FOR BIDDING

Those bidders claiming preference for Domestic Source End Products and/or the Ohio preference, pursuant to Revised Code Sections 125.09 and 125.11 and Administrative Code Section 123:5-1-06 must complete the following information. Bidders who qualify as an "Ohio" bidder (offer an Ohio product or who have significant Ohio economic presence) or who qualify as a Border State bidder are eligible to receive a five percent (5%) preference over non-Ohio/Border state bidders. The state reserves the right to clarify any information during the evaluation process. **BIDDERS MUST COMPLETE THIS CERTIFICATION TO RECEIVE THE PREFERENCE.**

A. DOMESTIC PREFERENCE (BUY AMERICA): [Not applicable to "Excepted Products"]

1. Where is each product/services being offered mined, raised, grown, produced or manufactured?

United States: _____(State) Canada Mexico (Go to B-1)

Other: (Specify Country)_____ (Go to A-2)

2. End product is manufactured outside the United States and at least 50% of the cost of its components are produced, mined, raised, grown or manufactured within the United States. The cost of components may include transportation costs to the place of manufacture and, in the case of components of foreign origin, duty whether or not a duty free entry certificate is issued.

Yes (Go to Section B-1) No (Go to Section A-3)

3. The Bidder hereby certifies that each end product, except the products listed below, is a domestic source end product as defined in the Buy America Act and that components of unknown origin have been considered to have been mined, produced, grown or manufactured outside the United States.

_____ (Item) _____ (Country of Origin)

_____ (Item) _____ (Country of Origin)

A domestic end source product is deemed to be excessively priced if it exceeds the cost of the foreign product by more than 6%. Pursuant to FAR, Part 25, the state of Ohio does not acquire supplies or services that cannot be imported lawfully into the United States. The contractor, their subcontractor(s) and any agent of the contractor or subcontractor must not acquire any supplies or services originating from sources within, or that were located in or transported from or through Cuba, Iran, Iraq, Libya, North Korea, Sudan Territory of Afghanistan controlled by the Taliban, or Serbia (excluding the territory of Kosovo).

B. OHIO PREFERENCE (BUY OHIO):

1. The products/services being offered are raised, grown, produced, mined or manufactured in Ohio.

Yes (Go to C) No (Go to B-2)



2. Bidder has significant economic presence within the state of Ohio. Yes (Answer a, b, c, d below) No (Go to B-3)

a) Bidder has paid the required taxes due the state of Ohio Yes No

b) Bidder is registered with the Ohio Secretary of State

Yes (Charter/Registration No.: _____) No

Questions regarding registration should be directed to (614) 466-3910 or visit their web site at:

<http://www.sos.state.oh.us/>

c) Bidder has ten or more employees based in Ohio or border state. Yes No (Go to B-2d)

d) Bidder has seventy-five percent or more employees based in Ohio or border state. Yes No (Go to B-3)

3. Border state bidder:

Yes (Specify which state then go to B-2c): KY MI NY PA IN) No (Go to B-4)

4. Border state bidder: mined products mined in respective border state Yes No Not Applicable

C. E.D.G.E. DESIGNATION

Bidder is certified E.D.G.E. business Yes No

For information on E.D.G.E. designation, please visit the DAS Equal Opportunity Division website at:

<http://www.state.oh.us/das/Eod/edge/Index.htm>

D. DECLARATION REGARDING MATERIAL ASSISTANCE/NON-ASSISTANCE TO A TERRORIST ORGANIZATION (DMA)

The Bidder being awarded this Contract must be registered with the Ohio Business Gateway (OBA) at <http://obg.ohio.gov> to file for DMA precertification; if you are not already registered you must:

1. register with the Ohio Business Gateway (OBG) at <http://obg.ohio.gov>;
2. review the Terrorist Exclusion List at http://www.homelandsecurity.ohio.gov/DMA_Terrorist/terrorist_exclusion_list.pdf;
3. complete the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization (DMA) form http://www.homelandsecurity.ohio.gov/DMA_Terrorist/HLS_0038_Contracts.pdf and submit this with your bid response.

Failure to complete the certification may result in the bidder being deemed not responsive and/or may invalidate any Contract award. If not submitted with the bid response, the bidder will have seven (7) calendar days, after notification, to submit the form.

AMENDMENTS TO CONTRACT TERMS AND CONDITIONS: The following Amendments to the Contract Terms and Conditions do hereby become a part hereof. In the event that an amendment conflicts with the Contract Terms and Conditions, the Amendment will prevail.

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders". In addition, the state will multiply the price offered for each shoe item classification number (see IV. on page 9 below) by the estimated number of pairs required annually for that item classification. The product of this for all item classifications will be added together to determine the low lot total.

CONTRACT AWARD: The contract will be awarded to the lowest responsive and responsible bidder by low lot total. Low lot total will be determined by multiplying the unit cost by the estimated usage listed in the bid and then adding each of the totals together to arrive at a total for all items. Failure to bid all items may result in the bidder being deemed not responsive.

MANDATORY/REQUIRED SUBMISSIONS: As specified, mandatory submissions must be submitted with the bid response. Required documentation/materials should be submitted with the Bid. If not submitted with the Bid, the Bidder must provide the said documentation/materials within ten (10) calendar days after notification, to the Office of State Purchasing. Failure to provide mandatory submissions with the bid response or failure to provide the required documentation/materials, as applicable, within the stated time period will result in the Bidder being deemed as not responsive and the bid response will be immediately disqualified with no further consideration given for potential awarding of the Contract. For specific submission requirements, Bidders should refer to Specifications and Requirements and the Bid Submission Check List on page 19 of this ITB for a listing of those mandatory submissions due with the bid response and those other submissions that should be submitted with the bid response, but which do not become mandatory until requested during the bid evaluation period.

DESCRIPTIVE LITERATURE: The Bidder may be required to submit descriptive literature of the supplies or services being offered. If requested, the literature will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not provided as part of the bid response, the Bidder must provide said literature within ten (10) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the bid (i.e. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any contract and will be disregarded by the state of Ohio. Failure of the bidder to furnish descriptive literature either as part of their bid response or within the time specified herein will deem the bidder not responsive.

PRODUCT SAMPLES: The bidder(s) may be required to submit samples of the supplies being offered. The samples will be used in the evaluation process to determine the lowest responsive and responsible bidder. Bidders are requested to submit one sample pair each of the value added black leather work shoe and the value added (black or white) leather Velcro cross training athletic shoe with their bid response. If not included as part of their bid response, the bidder will be required to provide the samples within ten (10) calendar days after notification. Failure to provide the samples within the stated time period will result in the bidder being deemed not responsive. After award of the contract, the samples will be used as a basis of comparison with actual product delivered under contract. Any variation between the samples and product being delivered will be considered as an event of default. Any variations between the samples and actual product being delivered that are due to manufacturer changes may be acceptable and shall require prior written approval from DAS. Additional samples may be required for third party evaluation of selected specifications listed in Appendix A on page 19 of this bid and/or for a wearability evaluation. Bidders requested to submit samples for additional evaluation must deliver them within ten (10) days of the request therefore. Failure to do so may deem your bid not responsive.

EVALUATION OF SAMPLES: Samples requested pursuant to the PRODUCT SAMPLES clause above will be evaluated as to conformity with specifications, sizing and wearability. A preliminary evaluation will be performed by OPI. One sample pair will be cut in half from toe to heel, disassembled and all materials checked to insure conformity to the material specifications below. The state may direct bidders whose samples pass OPI's preliminary evaluation to submit samples to a qualified third party named by DAS, for testing in accordance with the selected specifications in Appendix A on page 19 of this bid. Bidders will be responsible for the cost of this testing by the qualified third party. The cost of the third party evaluation will be approximately \$400.00 (+/- \$100) per shoe type tested. The evaluation will require the destruction of some of the samples provided. DAS is not responsible for the cost of the samples destroyed in the evaluation process. Bidders may submit certified test results for the parameters in Appendix A from their own third party testing laboratory. Test results submitted by bidders must have been completed within the last 3 months and must have been performed by a qualified testing laboratory whose business it is to perform such testing and evaluation. All test results submitted by bidders must clearly demonstrate that the testing was performed on the shoe(s) the bidder has submitted subject to this bid and are subject to verification and acceptance by DAS. Upon completion of the specified evaluation by a qualified third party, samples which are deemed to conform to the specifications of this invitation to bid, at the state's discretion may undergo a wearability evaluation. Up to three pairs of each type shoe may be sampled and worn by inmate subjects in a corrections environment for a representative time period and a subjective evaluation as to comfort, fit and durability may be completed.

DELIVERY AND ACCEPTANCE: Supplies will be delivered to the participating agency within ninety (90) days after receipt of order and, in accordance with paragraphs S-8, S-9, and S-10 of the SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS except for INITIAL ORDERS as stated below. The delivery location is; Ohio Penal Industries Shoe Shop, Southern Ohio Correctional Facility, 1724 State Route 728, Lucasville, OH 45648. The delivery location will be noted on the purchase order issued by the participating agency. Acceptance (transfer of title) will occur upon the inspection and written confirmation by the ordering agency that the supplies delivered conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, acceptance shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud. All instances of apparent damage or defective items received shall be noted on the driver's bill of lading or delivery receipt, placed back on the vehicle and returned to the contractor for replacement in accordance with the provisions of this contract. Because of security procedures necessary at the Southern Ohio Correctional Facility, hidden damage and/or defects may not be discernable at time of receipt. Accordingly damage or defective items detected within fourteen calendar days of delivery will be noted and the contractor notified immediately. The contractor will be furnished the date of delivery and the nature of the damage / defect(s). Such damaged or defective material will be returned to the contractor on the next delivery, at the contractor's expense, for credit and/or replacement of the damaged or defective items.

Deliveries will be accepted between the hours of 8:00 AM and 11:00 AM and/or 12:00 PM and 1:00 PM Monday through Friday, excluding state holidays. For security purposes deliveries must be confirmed 2 days prior to arriving at the facility in order that arrangements can be made to accept delivery. No deliveries will be accepted during foggy weather conditions. If the delivery driver has not exited the facility by 11:00 AM or 3:00 PM, the driver and vehicle will be released only after the inmate count is completed and all inmates are accounted for. Vehicles and contractor or delivery employees are subject to search both when entering and exiting the facility. The facility will provide a staff employee for escort with the driver and vehicle. In the event of fog, escape or any other security related incident, the delivery driver may be denied access to the facility and asked to return later. The state is not responsible for additional charges resulting from such rescheduling or detainment of the driver and/or vehicle as described above.

The delivering carrier must contact the Ohio Penal Industries Shoe Shop at (740) 259 5544, extension 3802 two (2) days prior to delivery for authorization to deliver. All shipments will be delivered to:

Ohio Penal Industries Shoe Shop
Southern Ohio Correctional Facility
1724 State Route 728
Lucasville, Ohio 45648
Attention: Dave Proehl (740) 259 5544, extension 3800

Due to security requirements, from time to time delivery process and procedures for the Southern Ohio Correctional Facility at Lucasville, OH may change. Changes in procedures and processes will be communicated to delivering carriers at time of delivery authorization. Delivering carriers are required to comply with all security and delivery procedures. In the event that a problem or issue cannot be resolved with the OPI Shoe Shop manager, contact Alan Childress at OPI-Central Office 868 Freeway Drive North, Building 7, Columbus, OH 43229, (614) 752 0261.

TIMELINESS OF DELIVERY: With the exception of the initial order, the contractor agrees to affect delivery of all orders within ninety (90) days After Receipt of Order (ARO) acknowledgement by the Contractor. The Contractor shall acknowledge the purchase order and verify the anticipated delivery date within five (5) working days after the purchase order issue date. If, for any reason, the verified delivery date differs from the date on the purchase order, the Contractor must notify the issuing agency and receive their agreement to the date change in writing. Merchandise delivery that exceeds the agreed upon delivery date may be subject to recovery of damages.

INITIAL ORDER: The contractor will drop-ship the initial order to Ohio Penal Industries Shoe Shop, Southern Ohio Correctional Facility, 1724 State Route 728, Lucasville, Ohio 45648. The contractor will deliver within one hundred twenty (120) calendar days after receipt of order. A minimum order of one (1) dozen shoes of a respective size and a minimum of two (2) dozen shoes for the order. No less than a total of two dozen shoes constitute a minimum initial shipping order. All remaining orders submitted to the contractor through the term of the contract and any extensions thereof will be in accordance with the delivery requirements and timeliness of delivery as stated herein.

MINIMUM ORDER: No order shall be placed against a contract awarded pursuant to this bid for less than one hundred (\$100.00) dollars. The minimum dollar value of any order placed against a contract awarded pursuant to this bid for delivery F.O.B. destination, transportation charges prepaid, at any one time to one destination, shall be not less than three hundred (\$300.00). On orders totaling less than three hundred (\$300.00) dollars, transportation charges shall be in accordance with Article S-10 of the Supplemental Contract Terms and Conditions.

FIXED-PRICE WITH ECONOMIC ADJUSTMENT: The contract prices(s) will remain firm for the first six (6) months duration of the contract. Thereafter, the Contractor may submit a request to increase their price(s) to be effective thirty (30) calendar days after acceptance by DAS. No price adjustment will be permitted prior to the effective date of the increase received by the Contractor from his suppliers, or on purchase orders that are already being processed, or on purchase orders that have been filled and are awaiting shipment. If the Contractor receives orders requiring quarterly delivery, the increase will apply to all deliveries made after the effective date of the price increase.

The price increase must be supported by a general price increase in the cost of the finished supplies, due to increases in the cost of raw materials, labor, freight, Workers' Compensation and/or Unemployment Insurance, etc. Detailed documentation, to include a comparison list of the contract items and proposed price increases, must be submitted to support the requested increase. Supportive documentation should include, but is not limited to: copies of the old and the current price lists or similar documents which indicate the original base cost of the product to the Contractor and the corresponding increase, and/or copies of correspondence sent by the Contractor's supplier on the supplier's letterhead, which contain the above price information and explains the source of the increase in such areas as raw materials, freight, fuel or labor, etc.

Should there be a decrease in the cost of the finished product due to a general decline in the market or some other factor, the Contractor is responsible to notify DAS immediately. The price decrease adjustment will be incorporated into the contract and will be effective on all purchase orders issued after the effective date of the decrease. If the price decrease is a temporary decrease, such should be noted on the invoice. In the event that the temporary decrease is revoked, the contract pricing will be returned to the pricing in effect prior to the temporary decrease. For quarterly deliveries, any decrease will be applied to deliveries made after the effective date of the decrease. Failure to comply with this provision will be considered as a default and will be subject to Provision I.C. "Termination/Suspension" and Provision II. of the "Contract Remedies:" of the "Standard Contract Terms and Conditions".

USAGE REPORTS: Every six (6) months the contractor must submit a report (written or in Excel format on disk or via email) indicating sales generated by this contract. The report shall list usage by customer, by line item, showing the quantities/dollars generated by this contract. The report shall be forwarded to the Office of Procurement Services, 4200 Surface Road, Columbus, OH 43228-1395, Attn: Walter Schneider or via email to walter.schneider@das.state.oh.us.

AFFIRMATIVE ACTION PROGRAM VERIFICATION: The Ohio Revised Code (ORC) requires all contractors from whom the state or any of its political subdivisions make purchases have a written affirmative action program for the employment and effective utilization of economically disadvantaged persons. An Affirmative Action Program Verification Form must be submitted to the Equal Opportunity Division to comply with the affirmative action requirements pursuant to the Ohio Revised Code 125.111(B). The form verifies the company's commitment to implement steps to ensure equal employment opportunity within their organization. Prior to the award of a contract a prospective vendor must have filed verification with the state of Ohio EOD that the contractor has a written affirmative action program. Verifications may be submitted online at the following URL: <http://das.ohio.gov/Eod/AAPV.htm>. For questions or help with filing a verification contact the Affirmative Action/EEO Unit at (614) 466-8380. Prospective vendors must submit proof with their bid that they have an approved Affirmative Action Program on file with the state of Ohio DAS/EOD or upon request, provide such proof within five (5) business days.

STATE OF OHIO OFFICE OF BUDGET MANAGEMENT ELECTRONIC FUNDS TRANSFER PAYMENTS PROGRAM: The awarded contractor should consider registering for the state of Ohio, Office of Budget Management's Electronic Funds Transfer Payments program. By registering and participating in this program, contractors reduce costs for both contractor and state of Ohio and insure that payments for goods or services are transmitted promptly and accurately. To register for this program, go to: www.obm.ohio.gov/ select Forms from the left side menu and scroll down to VENDOR FORMS, download and print form EFT – Direct Deposit Form (OBM-1234) review, complete, sign and submit it in accordance with the instructions on the form.

(The balance of the page is intentionally blank)

SPECIFICATIONS

I. SCOPE

The purpose of this contract is to obtain value-added black leather work shoes and value added all black and all white leather Velcro cross-training type athletic shoes for re-packaging and distribution by Ohio Penal Industries (hereafter identified as OPI) Shoe Shop. Value-added as it applies to this contract for value added black leather work shoes indicates that each pair of value added black leather work shoes as specified will be shipped to OPI Shoe Shop with the sock liner (insole) unassembled and no eyelets for lace closures. The OPI Shoe Shop will complete the assembly of the sock liner (insole) and add closures to each shoe and package each pair for distribution. Value-added as it applies to this contract for all black and all white value added leather Velcro cross-training type athletic shoes indicates that each pair of shoes will be shipped to the OPI Shoe Shop with the sock liner (insole) not installed in the shoe. The OPI Shoe Shop will complete the installation of the sock liner (insole) and package each pair for distribution.

II. GENERAL SPECIFICATIONS

Items submitted in response to this invitation to bid must meet or exceed all specifications listed below. The value added leather work shoe and value added leather Velcro cross training athletic shoe as specified in III. a. and b. below will be production models and styles which will be maintained throughout the term of the contract and any renewal(s) thereof. No alternates will be accepted. The contractor will not substitute other type or similar shoes during the term of the contract and / or any renewal(s) thereof without the approval of the Office of State Purchasing and Ohio Penal Industries. Closeouts, discontinued shoes and / or any other similar type shoes not currently in production will not be accepted. Value added black leather work shoes and value added leather Velcro cross training athletic shoes will be manufactured to the exact specifications listed herein with no deviations. The shoes in exhibits 1 through 3 on pages 20 through 22 of this ITB are for the purpose of example only. Should conflict occur between the example(s) in bid exhibits one through three and the material specifications in III. a and b. below, the detailed specifications apply and govern. Final approval of the aesthetic quality will be with Ohio Penal Industries (OPI).

All items found to be defective, of improper size or not in compliance with these specifications, although accepted through oversight or otherwise, will be replaced at the expense of the contractor. The contractor will be responsible for any and all transportation charges associated with defective, improper size, mis-shipped orders, order errors, non-compliant merchandise or any other circumstance not in compliance with this contract.

Non-compliance with any of the aforementioned specifications will result in the product being refused and returned at the contractor's expense. Shoes that are refused for noncompliance with specifications will be replaced by the contractor with acceptable shoes within twenty-one (21) calendar days. All additional costs for replacement of shoes due to noncompliance will be at the contractor's expense..

If requested by OPI, the awarded contractor will provide one (1) Brannock measuring device to each designated institution up to a maximum of 35 locations. OPI may request this at any time during the life of this contract. Upon OPI's request, the awarded contractor will provide training to Ohio Penal Industries designated personnel in proper shoe sizing and fitting.

The value added black leather work shoes and value added leather Velcro cross training athletic shoes offered must meet U.S. Size Standards for men. Women's sizes will be marked 1 ½ sizes larger than the corresponding men's size. For example a size 8 men's shoe will also be a size 9 ½ women's shoe. Each shoe will be marked as specified below. Shoes will be offered in D and EE widths. Tags in each shoe and on each poly bag will be marked with the men's and corresponding women's size and width.

Each pair of value added black leather work shoes and value added leather Velcro cross training athletic shoes will be packed in a poly bag. The bag will be marked for size and width as indicated in the specifications below. The shoes shall be prepared and packed in multiples of 12 pair of the same type, size and width in shipping containers of suitable size, corrugate weight, construction and packing to withstand the normal requirements and rigors by the shipping method / mode of transportation selected by the contractor with no damage to the shoes packaged therein.

III. DESCRIPTION/SPECIFICATIONS

- a. Items A1 and A2; Value Added Black Leather Work Shoe

SPECIFICATIONS (CONT'D)

- i. The value added black leather work shoe will be made without eyelets or closures.
- ii. The value added black leather work shoe will have a back height of 4 ½ inches; 114 millimeters (+/- 5%). The back height is in inside measurement, measured from the top of the sock liner on the bottom to the top of the binding at the backmost part of the shoe.
- iii. The sole of the value added black leather work shoe will be made of non-marking rubber and will be non marking, oil and slip resistant.
 1. The sole shall have a non-marking rating of class 4 – PTL-1260-06
 2. The sole shall have an oil resistant maximum volume swell of 12% (+/- 1%) - ASTM D471, using IRM Oil #903
 3. The sole shall have a slip resistant factor of .35 - .40 wet and dry on vinyl – ASTM F1677, Mark II
- iv. Leather: Finished flesh split, genuine cowhide leather, 1.4 mm minimum, flesh side black, colorfast. (middle splits will not be accepted)
- v. Thread: black, bonded heavy nylon
- vi. Box Toe Material: thermoplastic
- vii. Vamp, Tongue and Quarter Lining: Imitation Cambrelle, 3.0 mm minimum foam / trico combined
- viii. Insole Material: Texon T-480 insole board, minimum thickness 2.25 mm, and anti-bacterial and anti-fungal treated per the following test methods; Anti Fungal Assessment of Textile Finishes – AATCC 30 Test Method III and Anti Bacterial Assessment - Textile Finishes – Qualitative – AATCC 147.
- ix. Top Binding: 5/8" (127 mm) +/- 5%, single fold, black vinyl.
- x. Sock Liner (insole): PVC coated EVA, 3.0 mm, with fabric lining
- xi. Counter Pocket Material: Stiffener treated chemical sheet, 2.0 mm thickness
- xii. Shoe Laces: Black, flat woven nylon, 40 inches length, one pair of laces with each shoe.
- xiii. The upper of the value added black leather work shoe is to have a minimum of eight (8) stitches per inch where stitching is required.
- xiv. Each value added black leather work shoe (right and left shoe) will have two (2) white tags sewn onto the inside of the tongue.
 1. One tag will have three (3) lines for Name, Number and Date Issued.
 2. The other tag will have two (2) lines for Item Number and Date Issued.
- xv. Each pair of value added black leather work shoes will be inserted into a poly bag. Each pair of poly bagged shoes will be packed in a corrugated carton separated by corrugated inserts. Shoes will be packed 12 pair of the same size and width per corrugated shipping carton.
- xvi. Each poly bag is to have a white sticker stating the size and width of the shoes inside the bag. The size marking will be made in black ink. The size and width of each shoe will also be marked on a white label sewn on the underside of the tongue of each shoe. All markings will be in black ink.
- xvii. The value added black leather work shoe must meet U.S. Size Standards for men. Women's sizes will be marked 1 ½ sizes larger than the corresponding men's size. For example a size 8 men's shoe will also be a size 9 ½ women's shoe and will be marked accordingly. Shoes will be offered in D and EE widths. The white label sewn to the underside of the tongue in each shoe and stickers on each poly bag will be marked with the men's and corresponding women's size and width.

SPECIFICATIONS (CONT'D)

- b. Items B1, B2, C1 and C2 Black and White Value Added Leather Velcro Cross Training Athletic Shoes
- i. The bidder will offer a value added Velcro closed cross training athletic shoe with a cross trainer type sole, oxford style and all leather upper in men's and women's sizes and widths D and EE as indicated in bid exhibits 2 and 3 on pages 21 and 22 of this Invitation To Bid. Ventilation holes are required in the upper.
 - ii. Each value added leather Velcro cross-training athletic shoe (right and left shoe) will have two (2) white tags sewn onto the inside of the tongue.
 1. One tag will have three (3) lines for Name, Number and Date Issued.
 2. The other tag will have two (2) lines for Item Number and Date Issued.
 - iii. Value added leather Velcro cross training athletic shoes will be inserted into a poly bag. Each pair of poly bagged shoes will be packed in a corrugated carton separated by corrugated inserts. Shoes will be packed 12 pair of the same size and width per corrugated shipping carton.
 - iv. The value added leather Velcro cross-training athletic shoe will have a padded sock liner (insole) with a minimum thickness of four (4.0) mm. Each pair of cross-training athletic shoes will be completely assembled with the exception of the sock liner (insole). The sock liner (insole) will be left out and shipped in a separate box or carton in quantity equaling the number and sizes of the shoes ordered. Sock liners (insoles) will be anti-fungal and anti-bacterial treated per the following test methods; Anti Fungal Assessment of Textile Finishes – AATCC 30 Test Method III and Anti Bacterial Assessment - Textile Finishes – Qualitative – AATCC 147.
 - v. . The installation of the sock liner (insole) will be performed by Ohio Penal Industries' shoe facility.
 - vi. The value added leather Velcro cross-training athletic shoe will be secured by two (2) Velcro leather straps. As reinforcement, plastic loops will be sewn (double stitched) into the upper of the shoe where the Velcro backed leather strap runs through the upper. The Velcro hook and loop will be double stitched to the leather straps. The seam(s) between the Velcro hook and Velcro loop material will be located at a point on the leather straps such that they do not rub or wear on the plastic reinforcement loops in the upper of the shoe.
 - vii. The upper of the value added leather Velcro cross-training athletic shoe (exclusive of the reinforcement stitching at the heel and toe) is to have a minimum of eight (8) stitches per inch where stitching is required.
 - viii. The value added leather Velcro cross-training athletic shoe are to be glued and stitched where the toe and the outer sole of the shoe meet. The upper part of the shoe is to be glued to the sole of the shoe. Reinforcement stitching at the heel and toe are to have a minimum of three (3) stitches per inch.
 - ix. The lining of the value added leather Velcro cross training athletic shoe will consist of 28 gram weight material with a minimum foam thickness of four (4.0 mm) millimeters.
 - x. The value added leather Velcro cross-training athletic shoe will have a completely cemented in, non-removable mid-sole. The mid-sole of the cross-training athletic shoe will be made of Texon board or equivalent with a minimum thickness of 2.0 mm. and will be anti-fungal and anti-bacterial treated per the following test methods; Anti Fungal Assessment of Textile Finishes – AATCC 30 Test Method III and Anti Bacterial Assessment - Textile Finishes – Qualitative – AATCC 147.
 - xi. The value added leather Velcro cross-training athletic shoe will be all black or all white sole to match the color of the upper and will consist of non-marking rubber. The sole shall have a non-marking rating of class 4 – PTL-1260-06.
 - xii. The value added leather Velcro cross-training athletic shoe will have a counter pocket made of material sheet with a minimum thickness of 1.75 mm.

Item A2, Value Added Black Leather Work Shoe, Width EE

UNSPSC Item #	OPI Item Number	Item Description	Shoe Color	Shoe Width	Men's Size	Women's Size	Est Annual Vol / Prs
53111501	069309	Item A2, Value Added Black Leather Work Shoe	Black	EE	3	4 ½	50
53111501	079309	Item A2, Value Added Black Leather Work Shoe	Black	EE	4	5 1/2	70
53111501	080309	Item A2, Value Added Black Leather Work Shoe	Black	EE	4 1/2	6	85
53111501	099309	Item A2, Value Added Black Leather Work Shoe	Black	EE	5	6 1/2	150
53111501	109309	Item A2, Value Added Black Leather Work Shoe	Black	EE	5 1/2	7	400
53111501	119309	Item A2, Value Added Black Leather Work Shoe	Black	EE	6	7 1/2	650
53111501	129309	Item A2, Value Added Black Leather Work Shoe	Black	EE	6 1/2	8	500
53111501	139309	Item A2, Value Added Black Leather Work Shoe	Black	EE	7	8 1/2	600
53111501	149309	Item A2, Value Added Black Leather Work Shoe	Black	EE	7 1/2	9	250
53111501	019309	Item A2, Value Added Black Leather Work Shoe	Black	EE	8	9 1/2	450
53111501	159309	Item A2, Value Added Black Leather Work Shoe	Black	EE	8 1/2	10	160
53111501	029309	Item A2, Value Added Black Leather Work Shoe	Black	EE	9	10 1/2	250
53111501	169309	Item A2, Value Added Black Leather Work Shoe	Black	EE	9 1/2	11	425
53111501	039309	Item A2, Value Added Black Leather Work Shoe	Black	EE	10	11 1/2	550
53111501	179309	Item A2, Value Added Black Leather Work Shoe	Black	EE	10 1/2	12	400
53111501	049309	Item A2, Value Added Black Leather Work Shoe	Black	EE	11	12 1/2	250
53111501	189309	Item A2, Value Added Black Leather Work Shoe	Black	EE	11 1/2	13	300
53111501	059309	Item A2, Value Added Black Leather Work Shoe	Black	EE	12	13 1/2	50
53111501	199309	Item A2, Value Added Black Leather Work Shoe	Black	EE	13	14 1/2	130
53111501	209309	Item A2, Value Added Black Leather Work Shoe	Black	EE	14	15 1/2	25
53111501	219309	Item A2, Value Added Black Leather Work Shoe	Black	EE	15	16 1/5	5
							5,750

(The balance of the page is intentionally blank)

Item B2, Value Added Black Cross Training Athletic Shoe, Width EE

UNSPSC Item #	OPI Item Number	Item Description	Shoe Color	Shoe Width	Men's Size	Women's Size	Est Annual Vol / Prs
53111601	319295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	3	4 ½	10
53111601	329295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	4	5 1/2	20
53111601	339295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	4 1/2	6	20
53111601	349295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	5	6 1/2	40
53111601	359295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	5 1/2	7	100
53111601	369295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	6	7 1/2	175
53111601	379295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	6 1/2	8	130
53111601	389295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	7	8 1/2	160
53111601	399292	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	7 1/2	9	70
53111601	409295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	8	9 1/2	120
53111601	419295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	8 1/2	10	45
53111601	429295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	9	10 1/2	70
53111601	439295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	9 1/2	11	105
53111601	449295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	10	11 1/2	135
53111601	459295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	10 1/2	12	105
53111601	469295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	11	12 1/2	60
53111601	479295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	11 1/2	13	80
53111601	489295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	12	13 1/2	15
53111601	499295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	13	14 1/2	35
53111601	509295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	14	15 1/2	5
53111601	519295	Item B2, Value Added Black Cross Training Athletic Shoe	Black	EE	15	16 1/5	5
							1,505

(The balance of the page is intentionally blank)

Item C1, Value Added White Cross Training Athletic Shoe, Width D

UNSPSC Item #	OPI Item Number	Item Description	Shoe Color	Shoe Width	Men's Size	Women's Size	Est Annual Vol / Prs
53111601	109294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	3	4 ½	40
53111601	029294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	4	5 1/2	50
53111601	039294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	4 1/2	6	65
53111601	049294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	5	6 1/2	120
53111601	059294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	5 1/2	7	315
53111601	069294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	6	7 1/2	525
53111601	079294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	6 1/2	8	400
53111601	089294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	7	8 1/2	470
53111601	099294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	7 1/2	9	210
53111601	109294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	8	9 1/2	350
53111601	119294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	8 1/2	10	130
53111601	129294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	9	10 1/2	210
53111601	139294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	9 1/2	11	315
53111601	149294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	10	11 1/2	470
53111601	159294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	10 1/2	12	315
53111601	169294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	11	12 1/2	185
53111601	179294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	11 1/2	13	235
53111601	189294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	12	13 1/2	50
53111601	199294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	13	14 1/2	105
53111601	209294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	14	15 1/2	20
53111601	219294	Item C1, Value Added White Cross Training Athletic Shoe	White	D	15	16 1/5	10
		Total					4,590

(The balance of the page is intentionally blank)

Item C2, Value Added White Cross Training Athletic Shoe, Width EE

UNSPSC Item #	OPI Item Number	Item Description	Shoe Color	Shoe Width	Men's Size	Women's Size	Est Annual Vol / Prs
53111601	319294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	3	4 ½	10
53111601	329294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	4	5 1/2	20
53111601	339294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	4 1/2	6	20
53111601	349294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	5	6 1/2	40
53111601	359294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	5 1/2	7	100
53111601	369294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	6	7 1/2	175
53111601	379294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	6 1/2	8	130
53111601	389294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	7	8 1/2	160
53111601	399294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	7 1/2	9	70
53111601	409294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	8	9 1/2	120
53111601	419294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	8 1/2	10	45
53111601	429294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	9	10 1/2	70
53111601	439294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	9 1/2	11	105
53111601	449294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	10	11 1/2	135
53111601	459294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	10 1/2	12	105
53111601	469294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	11	12 1/2	60
53111601	479294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	11 1/2	13	80
53111601	489294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	12	13 1/2	15
53111601	499294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	13	14 1/2	35
53111601	509294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	14	15 1/2	5
53111601	519294	Item C2, Value Added White Cross Training Athletic Shoe	White	EE	15	16 1/5	5
							1,505

(The balance of the page is intentionally blank)

IV. BID PRICE PAGE

Bidders are to provide pricing for each of the item classifications of shoes below. In all, six (6) prices must be quoted, one for each item classification encompassing all sizes to be offered for that classification. Failure to bid all 6 shoe classifications may deem your bid unresponsive.

Bid Pricing Section					
Item Classification	Description	Color	Width	Est Volume # Pairs / Year	Bid Price
A1	Value Added Black Leather Work Shoe	Black	D	17,250	
A2	Value Added Black Leather Work Shoe	Black	EE	5,750	
B1	Value Added Black Cross Training Athletic Shoe	Black	D	4,590	
B2	Value Added Black Cross Training Athletic Shoe	Black	EE	1,505	
C1	Value Added White Cross Training Athletic Shoe	White	D	4,590	
C2	Value Added White Cross Training Athletic Shoe	White	EE	1,505	
	Total			35,190	

*CONTAINS RECYCLED MATERIALS - Y/N: _____.
 IF SO _____%.

* Will not be a part of the evaluation.

AUTOMOBILE LIABILITY INSURANCE REQUIREMENTS AND CHECKLIST - Reference: Supplemental Contract Terms & Conditions – Page 10, Article S-13

Automobile Liability - Automobile Insurance is required for anyone coming onto State Property to deliver goods or to perform services using a vehicle, which is owned, leased or rented by the Contractor. Any Bidder, Broker, or Subcontractor who will be on State Property, but not delivering goods or performing services, is required to carry Automobile Liability insurance that complies with the State and Federal laws regarding financial responsibility.

Contractor will indicate, by checking the appropriate box(es) below, which mode of transportation will apply to this contract.

- Bidder/Broker ("The Contractor") or their Sub Contractor will make delivery or be performing services using a vehicle that is owned, leased or rented. Provide Certificate of Insurance documenting automobile liability with a Combined Single Limit of \$500,000.00.
- Goods/Services will be delivered via common carrier.
- No employee or representative of the contractor will have cause to be on state property to make deliveries or to perform services.

INSURANCE REQUIREMENTS: Bidders should provide with their bid, documentation of the following insurance coverages required by the Supplemental Contract Terms and Conditions, Articles S-12 and S-13 (refer to the Bid Page One, link to Instructions: Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions):

1. Ohio Bureau of Workers Compensation Certificate or in the case of non-state of Ohio bidders, proof of workers compensation insurance in your state of domicile.
2. Employer’s Liability (Stop Gap) insurance with limits of not less than one million (\$ 1,000,000.00) dollars.
3. Automobile Liability with limits in accordance with Federal and State laws.
4. Commercial General Liability (CGL) Insurance:
 - a. Limits of \$500,000.00 per occurrence.
 - b. Limits of \$1,000,000.00 annual aggregate.
 - c. To be compliant, the CGL policy must include the following three endorsements:
 - 1) a blanket waiver of subrogation.
 - 2) a statement that the Contractor’s CGL coverage is primary over any other coverage.
 - 3) designate the state of Ohio as an additional insured.

Notice to Bidders regarding the certificates of insurance: If the Bidder does not currently carry the amounts of coverage and/or the required endorsements specified above, the Bidder should provide a letter from their insurance company stating that the Bidder's coverage will be increased to the specified amounts and/or the required endorsements will be added to the policy upon award of the ensuing Contract. The letter from the insurance company should also be submitted with the Bid.

An updated insurance certificate, compliant with the requirements of the Contract Terms and Conditions, must be delivered to the Office of State Purchasing within ten (10) working days after notification of pending award. Failure to provide a compliant certificate within the stated timeframe will cause the State to deem the Bidder not-responsive and no further consideration for award will be given.

DISCLOSURE OF SUBCONTRACTORS / JOINT VENTURES (See Page 8, Standard Contract Terms and Conditions, Section V, Item Q): Bidders seeking to enter into a supplies contract shall disclose the following:

List names of subcontractors who will be performing work under the Contract.

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. The Bidder agrees that no changes will be made to this list of subcontractors or locations where work will be performed or data will be stored without prior written approval of DAS. Any attempt by the Bidder/Contractor to change or otherwise alter subcontractors or locations where work will be performed or locations where data will be stored, without prior written approval of DAS, will be deemed as a default. If a default should occur, DAS will seek all legal remedies as set forth in the Terms and Conditions which may include immediate cancellation of the Contract. Failure to complete this section may deem your bid not responsive.

BIDDER DISCLOSURE STATEMENTS:

The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the Contract, and the best interests of the State. Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A	Has the Bidder and/or subject company had a contract cancelled for default or cause?		
B	Has the Bidder and/or subject company been assessed any penalties including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?		
C	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?		
D	Has trading in the stock of the subject company ever been suspended? Give date and explanation.		
E	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?		
F	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed for bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?		
G	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the company been convicted of a felony or is currently under indictment on any felony charge?		
H	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the company had a finding for recovery action issued by the Ohio Auditor of State for a sum of funds due the state of Ohio?		

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. This completed form should be returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

FEDERAL TAXPAYER IDENTIFICATION FORM W-9: All Bidders should download a current Federal Taxpayer Identification W-9 Form (version October, 2007) and submit it as part of their bid response. The W-9 form must be completed and display an original signature. Copied or stamped signatures are not acceptable. The W-9 form completed must be a revision of (Rev. November, 2005) or later.

To download the W-9 form from your internet explorer: go to: <http://www.irs.gov/formspubs/index.html?portlet=3> select Download forms and publications by Form and instruction number, then from the list of forms select 1007, Form number W-9, Request For Taxpayer Information Number. Download, complete the form.

This completed form should be returned as part of the bid response. Failure to complete this page may deem your bid not responsive. This requirement applies to all Bidders: Bidders who have not previously done business with the State as the awardee of an Office of State Purchasing competitively bid Invitation to Bid, Request for Proposal, or State Term Schedule and also to currently awarded contractors as well. The DAS Central Accounting System requires that all contractor W-9 forms be periodically updated by submission of a new form.

Bid Submission Checklist

* Mandatory Submittals to Accompany the Bid Response

<u>Submitted</u>	<u>Submittal Description</u>	<u>Page Reference</u>
_____	Bid Cover Page; Signed in Blue Ink	Page 1
_____	Buy Ohio and Domestic Preferences	Page 2
_____	Bid Price Page	Page 15
_____	Recycled Materials Statement	Page 15
_____	Automobile Liability Insurance Requirements & Checklist	Page 15
_____	Disclosure of Subcontractors / Joint Ventures	Page 16
_____	Bidder Disclosure Statements (checked)	Page 17

** Submittals Required During The Evaluation Process

_____	Declaration Regarding Material Assistance Or Non-Assistance to A Terrorist Organization (DMA)	Page 2
_____	Samples (as requested)	Page 3
_____	Affirmative Action Program Verification	Page 5
_____	Workers Compensation Insurance	Page 16
_____	Insurance Requirements ***	Page 16
_____	Federal Taxpayer Identification Form W-9	Page 17
_____	State of Ohio OBM Electronic Funds Transfer Payments Program****	Page 5

- * Mandatory submissions must be submitted with the bid response. Refer Bid Page 4, Mandatory/Required Submissions.
- ** Required documentation/materials should be submitted with the Bid. If not submitted with the Bid, the Bidder must provide the said documentation/materials within ten (10) calendar days after notification, to the Office of State Purchasing. Refer Bid Page 3, Mandatory/Required Submissions.
- *** Submit an Acord Certificate or similar certificate from your insurance agent/carrier showing compliance with the required coverage amounts. See Insurance Requirements Bid Page 16.
- **** Not required as a condition of this invitation to bid but strongly suggested to facilitate cost savings and prompt payment of contractor invoices.

Bid Appendix A

Shoe Specifications which will be tested and evaluated, at each bidder's expense by a qualified third party testing laboratory. (See EVALUATION OF SAMPLES on page 3 of this bid)

Value Added Black Leather Work Shoe

1. Sole, non-marking rating of class 4 – PTL-1260-06
2. Sole, oil resistance maximum volume swell 12% (+/- 1%) - ASTM D471, using IRM Oil # 903
3. Sole, slip resistance factor of .35 - .40 wet and dry on vinyl – ASTM F1677, Mark II
4. Insole Material, Texon T-480 insole board, minimum thickness 2.25 mm, anti bacterial and anti-fungal treated
 - a. Anti Fungal Assessment of Textile Finishes – AATCC 30 Test Method III
 - b. Anti Bacterial Assessment – Textile Finishes – Qualitative – AATCC 147

Value Added All Black or All White leather Velcro Cross Training Athletic Shoe

1. Mid-sole completely cemented in Texon, minimum thickness 2.0 mm, anti-fungal and anti-bacterial treated
 - a. Anti Fungal Assessment of Textile Finishes – AATCC 30 Test Method III
 - b. Anti Bacterial Assessment – Textile Finishes – Qualitative – AATCC 147
2. Sock Liner (Insole), minimum thickness 4.0 mm, anti fungal and anti bacterial treated
 - a. Anti Fungal Assessment of Textile Finishes – AATCC 30 Test Method III
 - b. Anti Bacterial Assessment – Textile Finishes – Qualitative – AATCC 147
3. Sole, non-marking rating of class 4 – PTL-1260-06

Bid Exhibit One – OPI Value Added Black Leather Work Shoe – Photo
(Photo is for example purposes only – Detailed Bid Specifications Govern – Final review and approval of the aesthetic quality will be with Ohio Penal Industries (OPI))



(The balance of the page is intentionally blank)

Bid Exhibit Two – OPI Value Added Black Leather Velcro Cross Training Athletic Shoe – Photo
(Photo is for example purposes only – Detailed Bid Specifications Govern – Final review and approval of the aesthetic quality will be with Ohio Penal Industries (OPI))



(The balance of the page is intentionally blank)

Bid Exhibit Three – OPI Value Added White Leather Velcro Cross Training Athletic Shoe - Photo
(Photo is for example purposes only – Detailed Bid Specifications Govern – Final review and approval of the aesthetic quality will be with Ohio Penal Industries (OPI))



(The balance of the page is intentionally blank)