

State of Ohio Department of Administrative Services  
Office of Procurement Services  
4200 Surface Road  
Columbus, OH 43228-1395

Solicitation for Samples for Qualified Products List (QPL)

Qualified Products List Sample Solicitation # QPL GDC060-01

Date: September 10, 2010

Page: 1

Title: Ohio Department of Administrative Services – Qualified Products List Solicitation for Samples for Corrections Officer Cargo Pocket Uniform Duty Trousers

The state of Ohio Department of Administrative Services Office of Procurement Services requests interested manufacturers to submit samples for evaluation and possible inclusion in a Qualified Products List (QPL) for corrections officer cargo pocket duty trousers. This QPL sample solicitation is not a bid and no contract will be awarded as a result of this project (please see BACKGROUND and SCOPE below). Questions concerning this QPL Sample Solicitation must be submitted through the question and answer process on the web page listing for this QPL solicitation posting. Respondent questions regarding this QPL Solicitation may be posted to the DAS Procurement website through 8:00 AM Thursday September 19, 2010. DAS will endeavor to answer all questions within 24 hours of the question's posting.

BACKGROUND: Under the provisions of the Ohio Administrative Code Chapter 123:5-1-10 (J) through (M) the Ohio Department of Administrative Services (DAS) desires to establish a Qualified Products List (QPL) for Corrections Officer Cargo Pocket Uniform Duty Trousers for various agencies within the state of Ohio.

SCOPE: There are over 7,900 corrections officers employed by state of Ohio agencies. This solicitation seeks to obtain samples of uniform type cargo pocket trousers which fit the general specifications for cargo pocket uniform duty trousers included in this qualified products list solicitation. Samples submitted will be evaluated in accordance with the criteria described in this solicitation for possible inclusion in a Corrections Officer Cargo Pocket Uniform Duty Trouser Qualified Products List Specification. The QPL Specification resulting from this project will be used in subsequent Bid Solicitations for the purpose of awarding a contract for or including Corrections Officer Cargo Pocket Uniform Duty Trousers.

RESPONDENTS SHOULD:

1. Review the contents of this QPL Solicitation in its entirety to obtain a thorough understanding of the solicitation's requirements.
2. Review and understand the general specifications on pages 3 and 4 of this solicitation.
3. Review the evaluation criteria which will be used by the Evaluation Committee to determine inclusion of an item on the Corrections Officer Cargo Pocket Duty Trouser Qualified Products List.
4. By 4:30 PM EDT Monday, September 20, 2010, submit descriptive literature (manufacturer's specifications) initial sample and other information requested in this QPL Solicitation in accordance with the submission requirements herein. Please refer to the Respondent's Checklist on page 6 of this solicitation.

DESCRIPTIVE LITERATURE: Respondents shall submit descriptive literature for the samples submitted. Descriptive literature shall be submitted with the initial sample and shall be at the minimum manufacturer's specifications for the sample item(s) offered as part of the respondent's Qualified Products List sample submission response. The literature will be used in the evaluation process to determine inclusion in the resulting QPL. Failure to submit descriptive literature as defined with the respondent's sample submission may result in DAS declining to evaluate the sample(s) submitted. Respondents may include with their initial sample submission any additional information the respondent deems necessary to describe and/or highlight the features of the sample(s) submitted.

**PRODUCT SAMPLES:** Respondents shall submit an initial sample of one each of Men's and Women's Cargo Pocket Trousers as described in the Cargo Pocket Trouser General Specifications on pages 3 and 4 herein. These initial samples will undergo an initial evaluation in accordance with the general specifications. Trouser submissions which pass the initial evaluation will undergo a secondary evaluation including wear testing and other evaluation criteria as described in the Evaluation clause below. Trouser submissions chosen for secondary evaluation will require submission of additional samples as deemed necessary by the Evaluation Committee. Respondents will have 7 calendar days after notification to provide samples for the secondary evaluation as requested. Samples will not be returned. The cost of all samples submitted including freight and other associated costs are the responsibility of the respondent submitting the sample. Failure to provide the samples requested will result DAS declining to evaluate the submission. Sample submissions shall be marked in accordance with the labeling provisions of the General Specifications on pages 3 and 4 below. Initial sample submissions must include full contact information for the manufacturer including the name, title, address, phone number, FAX and email address of the representative of the manufacturer submitting the sample.

Initial sample submissions, descriptive literature, suggested retail price information and additional optional information are due the address below by 4:30 PM Monday September 20, 2010. Secondary sample submissions will be due as requested.

State of Ohio  
DAS State Purchasing  
4200 Surface Road  
Columbus, OH 43228  
Attn: Bid Desk / Corrections Officer Duty Trouser QPL GDC060-01

Respondents may submit more than one type of cargo pocket trouser for evaluation. Each type of cargo pocket trouser submitted will be treated as an individual submission and must be accompanied by all mandatory items identified as such in this QPL Solicitation. Failure to provide all mandatory information and/or samples requested will result in DAS declining to evaluate the submission.

**SUGGESTED RETAIL PRICE:** Respondents shall include with their initial sample submission the manufacturer's suggested retail price for each sample item provided. The suggested retail price shall be included in a sealed envelope with the respondent's initial sample submission. In addition to the suggested retail price the contents of the sealed envelope shall include the manufacturer's name, the item/style/stock number of the item, the brand name or trade name of the item, material of construction, country of manufacture and whether or not the item is a stock or special manufacture item. The outside of the envelope shall be marked "Suggested Retail Pricing" and the manufacturer's name and the item/style/stock number of the item.

**ADDITIONAL INFORMATION:** Respondents may include with their initial sample submission any additional information the respondent deems necessary to describe and/or highlight the features of the sample garment submitted.

**RETURN OF SAMPLES:** Initial samples not selected for secondary evaluation as described herein will be returned to the respondent at the respondent's expense if the respondent indicates a desire for the sample to be returned.

SPECIFICATIONS: The following specifications comprise the standards an item must meet to be considered for evaluation and possible inclusion on DAS Qualified Products List for Corrections Officer Cargo Pocket Uniform Duty Trousers. These specifications are considered as necessary to establish functional requirements. Proprietary design, exact dimensions, capacities, or restrictive features will not preclude acceptance of other recognized alternates meeting comparable performance requirements as determined by the Evaluation Committee. Additionally, These specifications do not preclude the consideration of items which exceed them in one or more aspects.

GENERAL SPECIFICATION – Corrections Officer Cargo Pocket Uniform Duty Trousers

FABRIC: The trouser shall be made of either Polyester/Cotton blend with no more than 40% Cotton, or of 100% Polyester, minimum 6.5 oz. per square yard, Durable Press Finish.

COLOR: Black.

DESIGN: The trousers shall be made to a full cut men's and ladies relaxed uniform pattern, plain front with two slash or quarter top front pockets, left and right cargo pockets and two back pockets.

FRONT AND REAR POCKETS: The two front and two rear pockets shall be of width and depth to render them functionally usable. Both rear pockets shall have either a tab to button, zipper, hook and loop fastener or hook and loop flap fastener closure. All pockets shall be appropriately bar tacked at all stress points.

TROUSER POCKETING: The pocketing material shall be of suitable material to withstand the normal rigors of the functional use of trouser pockets.

CARGO POCKETS AND CARGO POCKET FLAPS: The left and right cargo pockets shall be constructed of the same material as the trouser and be centered over the side seams, minimum of 7" wide X 8" deep. The cargo pockets shall be topstitched around the sides and bottom. The top shall be finished with a suitable hem. Woven hook fastener of appropriate length and width for secure closure and stitched around all four sides shall be sewn horizontally across the cargo pocket to correspond with the location of the loop fastener on the pocket flap.

The cargo pocket flaps shall be constructed of the same material as the trouser, topstitched around the edges and may or may not be interlined. The flaps shall be finished in a size appropriate for the width of the cargo pocket and be a minimum of 2" long. They shall be located above the top of the cargo pockets, and below the bar tacks at the bottom of the front slash or quarter top pocket openings. The undersides of the flaps shall have a horizontal strip or strips of woven loop fastener of appropriate length and width for secure closure and stitched around all four sides, corresponding to the location of the hook fastener on the cargo pockets.

Cargo pockets and cargo pocket flaps shall be appropriately bar tacked at all stress points.

WAISTBAND: The waistband shall be a minimum of 2" wide, finished, and will be closed with a crush-proof hook and eye. The eye shall be bar tacked for stability. The waistband curtain shall be made from suitable fabric and must contain a bead of silicone or other suitable shirt grip. A waistband stiffener of appropriate width shall be sewn into the waistband on the front of the trouser from side seam to side seam. The waistband of the men's and women's trouser shall have two sections of pre-shrunk elastic sewn into it on each side over the side seam. This elastic must be of appropriate width and length to allow the waistband to stretch a minimum of 1-1/2". The purpose of these elastic sections is to allow for an increase in size of the wearer's waist measurement while maintaining comfort. Any elastic must be of sufficient quality and durability to retain its functionality for the life of the garment.

INSIDE TRIM: The right fly lining shall be made from the same or similar fabric as the waistband curtain. The right fly lining shall be sewn to the left fly below the zipper and extend a suitable length beyond the crotch joining seam. The men's trouser may or may not have a French fly made of the outer fabric sewn to the inside right fly and attached to a button on the left front waistband curtain.

**BELT LOOPS:** The trouser shall have a minimum of five belt loops, or more as suitable for the waist size of the garment. Each belt loop shall be at least ½" wide, of double thickness and stitched on the face side in with appropriate stitching. All belt loops shall be bar tacked to the top of the waistband, turned down over the bar tack, and bar tacked to the trouser below the waistband. The minimum belt loop opening shall be 2-1/4".

**ZIPPER:** The trouser shall be closed with a suitable brass zipper which contains a brass bottom stop at the base of the zipper chain and a brass ratcheting cam lock slider. The inside left fly shall be reinforced under the zipper stitching. The fly shall be appropriately bar tacked at all stress points. The right and left flies shall be joined by an additional bar tack on the inside of the trouser.

**BUTTONS:** Any button fasteners on the trousers shall be a suitable diameter and of appropriate design for the closure purpose. Buttons shall match the fabric color.

**CREASES:** The trouser shall have an appropriate type/method of crease retention sufficient to maintain a crisp, creased appearance after cleaning or laundering.

**SEAMING:** The entire trouser must be seamed with thread appropriate for the purpose. The seat seam shall be stitched in a tandem needle seat seaming fashion. All exposed inside seams of the trouser are to be serged.

**LABELING:** Trousers shall be labeled with the manufacturer name or Registered Identification (RN) or WPL number of the manufacturer, style number, size, fiber content, care instructions and country of origin.

**LAUNDERING:** The trousers shall be designed to withstand institutional laundering.

**FINISHING AND PRESSING:** All loose threads must be removed. The trousers must be pressed completely and properly.

**AVAILABLE SIZES:**

The men's trouser shall be available in the following sizes:

Waist Sizes 28 to 54 un-hemmed with at least a 37" inseam

The women's trouser shall be available in the following sizes:

Women's sizes 4 to 24 un-hemmed with at least a 36 inch inseam

**SAMPLE EVALUATION:**

**Evaluation Committee:** DAS will select a committee comprised of qualified corrections officers, correction officer management and other qualified individuals for the purpose of evaluating samples and determining inclusion on Corrections Officer Cargo Pocket Duty Trouser Qualified Products List. The identities of the persons assigned to the Evaluation Committee and the identities of wear testers will remain confidential.

**Initial Evaluation:** Initial garment samples submitted will be evaluated by the Evaluation Committee in accordance with the sample's conformance with the General Specifications on pages 3 and 4 above. Samples which pass the initial evaluation will undergo a secondary evaluation.

Secondary Evaluation: Sample garments which the Evaluation Committee determines conform to the General Specification will be further evaluated. Manufacturers will be contacted and requested to provide an appropriate number of both men's and women's sample garments of specific sizes for wear testing. Sample garments requested will not exceed 10 garments. Respondents will have 7 calendar days after request to provide samples requested. Failure to provide secondary samples as requested will result in DAS declining to evaluate the sample(s)

Wear Testing: Submitted samples will be worn in representative corrections officer working environments for a period of ten (10) working days. Upon completion of this period the wearer will evaluate the garment in the following performance dimensions:

Functionality and Performance

Fit

Comfort

Durability

Professional Appearance

Professional Appearance: Professional appearance will also be evaluated by the members of the Evaluation Committee.

Colorfastness/Fading: One sample of each manufacturer's garment will undergo an appropriate number of laundering cycles. A laundering cycle is defined as a wash and dry process. After the laundering cycle process is completed the Evaluation Committee will compare the laundered sample to the retained initial sample and render a determination of acceptable or not acceptable in terms of color retention, how well the garment holds its shape and continues to maintain and project a professional appearance.

Estimated Cost: The Evaluation committee will assign an estimated cost factor to each item submitted. The estimated cost factor will be based upon the manufacturer's suggested retail price and the Evaluation Committee's estimate of the price the state should be able to obtain for the item in a competitive sealed bid solicitation.

QUALIFIED PRODUCTS LIST: At the completion of the evaluation described above DAS will establish a Qualified Products List (QPL) for Corrections Officers Cargo Pocket Duty Trousers. The QPL will identify each cargo pocket trouser manufacturer/item/style/model number which has been deemed by the Evaluation Committee to be a suitable garment meeting the functional, performance, fit, comfort, durability, professional appearance and cost requirements of the Evaluation Committee for a corrections officer cargo pocket duty trouser. The Qualified Products List will be item specific. DAS will maintain the Qualified Products List until such a time as the agencies' needs change or until the individual agencies implement alternate specifications for corrections officer cargo pocket duty trousers.

Respondent's Checklist

Mandatory Items Which Are To Be Submitted With The QPL Sample Solicitation Response

|  |        |
|--|--------|
| Descriptive Literature / Manufacturer's Specifications     | Page 2 |
| Initial Product Sample – Properly Marked/Identified        | Page 2 |
| Manufacturer's Suggested Retail Price in a Sealed Envelope | Page 2 |

Required Items Which Are Mandatory Only After Requested By DAS

|                           |        |
|---------------------------|--------|
| Secondary Product Samples | Page 5 |
|---------------------------|--------|

Optional Items Which the Respondent May Submit With the Initial Sample Submission

|                                     |        |
|-------------------------------------|--------|
| Additional Item/Product Information | Page 2 |
|-------------------------------------|--------|