

REQUEST FOR QUOTATION

For

Citation Books for the Chatham County Police Department **QUOTE NUMBER:** 12082017

The Number Must Appear On All Quotations and Related Correspondence.

Quotation must be received <u>NO LATER THAN: 2:00PM December 27, 2017</u> at the purchasing office. Quotes may be faxed, emailed, mailed or hand delivered.

Address Reply To: 1117 Eisenhower Drive, Suite C, Savannah, GA 31406

Fax to: (912) 790-1627

Email to: ajbradanick@chathamcounty.org

NAME OF BIDDER:	
STREET ADDRESS:	
CITY, STATE, ZIP CODE:	
PHONE:	FAX:
EMAIL:	_ FED TAX ID #:
INDICATE MINORITY OWNERSH CHECK ONE: NON-MINORITY OWNED AFRICAN AMERICAN HISPANIC	IP STATUS OF BIDDER (FOR STATISTICAL PURPOSES ONLY): ASIAN AMERICAN AMERICAN INDIAN WOMAN

The undersigned proposes to furnish the following items in strict conformance to the specifications and Request for Quote issued by Chatham County for this quote. Any exceptions must be clearly marked in the attached Scope of Work:

If offering other than approved manufacturer and models, bidders should provide specification/cut sheets and warranty information to aide in the evaluation process.

Any colors not stated will be selected at time of award.

All prices shall include complete assembly, delivery and shipping or handling charges and removal of packing materials. A standard warranty shall be included.

Please see attached example.

Item No.	Description	Qty	U/M	Manf/Model #	Unit Price	Total Bid
1.	Three hundred (300) Chatham County Uniform Traffic Citation Books (5 copies of each ticket with each book containing 20 tickets) Proof Required.	300	Each			

Please Print Name	
Authorization Signature	
Date	

TIME REQUIRED FOR RECEIPT OF ORDER IS 30 Days from Issue

Request for Quotation Instructions

- 1. All shipments are to be F.O.B. destination. Freight charges must be included in quotation. Delivery shall be made to the address listed on the Purchase Order and within the time specified in the quote.
- 2. Quotations subject to terms set forth herein, are requested on the following list of materials, supplies or services. On quotes for services, Chatham County insurance requirements must be met. The successful vendor must provide the County with a Certificate of Insurance listing the County as Certificate Holder.
- 3. Quotes for materials, supplies, vehicles, and/or equipment must be accompanied by Brochures, or copies of detailed factory specifications, ratings, technical data, including accurate descriptions of the exact materials, supplies, vehicles and/or equipment for which bids are made.
- 5. All information required by request for quotation must be completed to constitute a proper bid.
- 6. Vendor warrants that the goods are merchantable and as described herein or in the solicitation response. Additional warranties may be called for in the specifications.
- 7. Chatham County is exempt, by law, from any and all federal and state taxes. Do not include taxes in your quotations. Tax exemption number is **58-6001113**. Exemption certificate will be provided upon request.
- 8. Price Protection Period of ninety (90) days for all items desired from date of bid opening. Vendors are advised that prices in effect at time of bid shall apply and not be subject to revision at time of shipment.
- 9. The County reserves the right to split this award by line item if deemed to be in its best interest.
- 10. Minority/Women Business Enterprise (MWBE) Policy: It is the policy of the County to provide minority and women owned business enterprises with equal opportunity for participating in selling goods and services to the County.
- 11. Local Preference: Bids will be evaluated in accordance with the County's Local Preference ordinance.
- 12. Employment Eligibility Verification: As required under Senate Bill 529 "Georgia Security and Immigration Compliance Act" of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the "Employment Eligibility Verification (EEV)" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. This can be accessed at: https://e-

- <u>verify.uscis.gov/enroll/StartPage.aspx?JS=YES</u>. Bidders shall comply with this new rule and submit with your bid the attached "Contractor Affidavit and Agreement."
- 13. O.C.G.A. § 50-36-1, requires Georgia's cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain "public benefits" are legally present in the United States. Contracts with the County are considered "public benefits." Therefore, the bidders are required to provide the Affidavit Verifying Status for Chatham County Benefit Application prior to receiving any County contract. The affidavit is included as part of this bid package.
- 14. The original invoice is to be submitted to the County Finance Department. The purchase order number must be shown on all invoices and packing lists.
- 15. References may be requested of the successful bidder.

THIS IS NOT AN ORDER

CONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of CHATHAM COUNTY has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number
Date of Authorization
Name of Contractor
Name of Project
Name of Public Employer
I hereby declare under penalty of perjury that the foregoing is true and correct.
Executed on,, 201 in(city),(state).
Signature of Authorized Officer or Agent
Printed Name and Title of Authorized Officer or Agent
SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE DAY OF,201
NOTARY PUBLIC

My Commission Expires:	
	-

SUBCONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of CHATHAM COUNTY has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in
accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.
Furthermore, the undersigned subcontractor will continue to use the federal work authorization program
throughout the contract period and the undersigned subcontractor will contract for the physical
performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91 (b). Additionally,
the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor
to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives
notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor
to forward, within five (5) business days of receipt, a copy of such notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of
authorization are as follows:
Federal Work Authorization User Identification Number
Date of Authorization
Name of Subcontractor
Name of Project
Name of Public Employer
- *
I hereby declare under penalty of perjury that the foregoing is true and correct.
Executed on,, 201 in(city),(state).
Signature of Authorized Officer or Agent
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE MON THIS THE DAY OF	
NOTARY PUBLIC My Commission Expires:	
Systematic Alien Verification Affidavit Verifying Status fo	n for Entitlements (SAVE) or Chatham County Benefit Application
or Occupation Tax Certificate, Alcohol Lice reference in O.C.G.A. Section 50-36-1, I am	n applicant for a Chatham County, Georgia Business License ense, Taxi Permit, Contract or other public benefit as n stating the following with respect to my bid for a Chatham . [Name of natural person applying on partnership, or other private entity]
1.) I am a citizen of	f the United States.
OR	
2.) I am a legal perm	nanent resident 18 years of age or older.
OR	
	se qualified alien (8 § USC 1641) or non-immigrant under the tionality Act (8 USC 1101 et seq.) 18 years of age or older United States.*
willfully makes a false, fictitious, or	under oath, I understand that any person who knowingly and r fraudulent statement or representation in an affidavit shall tion 16-10-20 of the Official Code of Georgia. Signature of Applicant: Date
	Printed Name:
SUBSCRIBED AND SWORN BEFORE ME ON THIS THEDAY OF, 20	*
Notary Public My Commission Expires:	

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COPU	uniform traffic citation, summons, accusation/warning 3619912	1
	SS NR-GA U250300 U250100 JUST 0 0 1 2 SCMPB Case Report Number NCIC Number Citation Number	_
CCP!	SAVANNAH - CHATHAM - METROPOLITAN POLICE DEPARTMENT	
	Upon CHATHAM COUNTY A.M.	
	Month (Day) (Year) at P.M.	
	Operator License No.	_
OR	License Class or Type State Endorsements Expires	
3	Name	_
N S	(Last) (First) (Middle)	
SECTION I - VIOLATOR	Address	-
ō	City Statle Zip Code	_
SEC	DOB Hair Hgt Sex Eyes Race	
	Veh. Yr Make Color	_
	Registration No	2
	CDL YES NO ACCIDENT YES NO INJURIES YES NO FATALITIES YES NO	0
	☐ 2- LANE ROAD ☐ DRIVER REQUESTED ACCURACY CHECK ☐ LASER ☐ RADAR	-
	Within the State of Georgia, did commit the following offense: SPEEDING - Clocked by PATROL VEHICLE	
	(Serial # Calibration/Check) at MPH in a zone	
	DUI (Test Administered: DUI Test Results URINE OTHER) DUI Test Results	-
	TEST ADMINISTERED BY (If Applicable):	_
	1651 ADMINISTERED BY (II Applicable).	-
	OFFENSE (Other than above)	
SECTION II	in Violation of Code Section of Code Section of State Law Local Ordinance	
TA.	REMARKS	
SEC	7	
	NOIC	
	Z	
	WEATHER ROAD TRAFFIC LIGHTING COMMERCIAL VEHICLE INFORMATION	
	☐ Clear ☐ Dry ☐ Concrete ☐ Light ☐ Daylight ☐ 16+ Passengers	
	Cloudy Wet Blacktop Medium Darkness Commorated Vehicle Violeties	
E NO		0
ECTION II	County of CHATHAM, COUNTY OF CHATHAM	2
SECTION III	onf	0
5)	at/on (secondary location) or City of	0
	OFFICER (print) Div	Ö
	PR	
	You are hereby ordered to appear in Court to answer this charge on theday of	
	20at AM PM in the RECORDER'S COURT at 133 Montgomery Street Courtroom A B	
≥ÿ	(912-652-7425) or in the Chatham County JUVENILE COURT at 197 Carl Griffin Drive (912-652-6700) located in	
N M	SAVANNAH, GEORGIA.	
SECTION IV SUMMONS	NOTICE: This citation shall constitute official notice to you that failure to appear in Court at the date and time stated	
S O	on this citation to dispose of the cited charges against you shall cause the designated Court to forward your driver's license number to the Department of Driver Services, and your driver's license shall be suspended. (Georgia Code	
	17-6-11 and 40-5-56) The suspension shall remain in effect until such time as there is a satisfactory disposition in this	L.
	matter or the Court notifies the Department of Driver Services. LICENSE DISPLAYED IN LIEU OF BAIL YES NO RELEASED TO	57
	LICENSE DISPLAYED IN LIEU OF BAIL YES NO RELEASED TO	1
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ATION	SIGNATURE ACKNOWLEDGES SERVICE OF THIS SUMMONS AND RECEIPT OF COPY OF SAME.	D
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TION V ERTIFICATION	SIGNATURE	100
SECTION V	SIGNATURE ARRESTING OFFICER'S CERTIFICATION The undersigned has just and reasonable grounds to believe, and does believe that the person named herein has committed	7120
SECTION V OFFICER CERTIFICATION	SIGNATURE	712

SIGNATURE Signature of Arresting Officer
AUTHORIZED AND APPROVED PERSUANT TO:
CODE 40-13-1-D.P.S. REG. 570.19 PR

COURT COPY

SECTION IV

SECTION V OFFICER CERTIFICATION

on this citation to dispose of the cited charges against you shall cause the designated license number to the Department of Driver Services, and your driver's license shall	
17-6-11 and 40-5-56) The suspension shall remain in effect until such time as there is a matter or the Court notifies the Department of Driver Services.	
LICENSE DISPLAYED IN LIEU OF BAIL YES NO RELEASED TO	

P.R.#

LICENSE DISPLAYED IN LIEU OF BAI SIGNATURE ACKNOWLEDGES SERVICE OF THIS SUMMONS AND RECEIPT OF COPY OF SAME.

SIGNATURE

SAVANNAH, GEORGIA.

ARRESTING OFFICER'S CERTIFICATION

NOTICE: This citation shall constitute official notice to you that fallure to appear in Court at the date and time stated

The undersigned has just and reasonable grounds to believe, and does believe, that the person named herein has committed the offense set forth, contrary to law.

SIGNATURE_ Signature of Arresting Officer

AUTHORIZED AND APPROVED PERSUANT TO: CODE 40-13-1-D.P.S. REG. 570.19

VIOLATOR'S COPY

3619

CO

SGMPD Case F		1	NCIC Numbe	r		Citati	on Number
Upon Month	NNAH - C	HATHAM- CHATH ——(Day)—	IAM CO	YTINE	OLICE DI		MENT A.M. P.M.
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License Class or	Гуре	State		Endorsements		Expires	
Name							
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City			\	Photo Photo	Zip	Codo	
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Veh. Yr.	/Make		Ştyle		Color		
Registration No	1		Yr		State		
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SECTION IV

SECTION V OFFICER CERTIFICATION

17-6-11 and 40-5-56) The suspension shall remain in effect until such time as there is a satisfactory disposition in this matter or the Court notifies the Department of Driver Services. LICENSE DISPLAYED IN LIEU OF BAIL YES NO RELEASED TO _

SIGNATURE ACKNOWLEDGES SERVICE OF THIS SUMMONS AND RECEIPT OF COPY OF SAME.

SIGNATURE

ARRESTING OFFICER'S CERTIFICATION

The undersigned has just and reasonable grounds to believe, and does believe, that the person named herein has committed the offense set forth, contrary to law.

SIGNATURE. Signature of Arresting Officer
AUTHORIZED AND APPROVED PERSUANT TO:
CODE 40-13-1-D.P.S. REG. 570.19

PR#

ISSUING DEPT. COPY

36199

UNIFORM TRAFFIC CITATION, SUMMONS, ACCUSATION/WARNING SS NR-GA 0250300-SCMPD Case Report Number NCIC Number Citation Numbe SAVANNAH - CHATHAM METROPOLITAN POLICE DEPARTMENT Straff Light L □ A.M, Upon (Day). Month . □ P.M. (Year)_ Operator License No. SECTION 1 - VIOLATOR License Class or Type _ Stale Endorsements (First) Address Zip Code Registration No. CDL YES NO ACCIDENT YES NO INJURIES TYES NO FATALITIES YES NO ☐ 2- LANE ROAD ☐ DRIVER REQUESTED ACCURACY CHECK ☐ LASER Within the State of Georgia, did commit the following offense: SPEEDING - Clocked by PATROL VEHICLE Calibration/Check ☐ **DUI** (Test Administered: ☐ BLOOD BREATH ☐ URINE ☐ OTHER) DUI Test Results TEST ADMINISTERED BY (If Applicable): OFFENSE (Other than above) in Violation of Code Section. of State Law Local Ordinance NCIC NO. □ SAVANNAH CITY LIMITS ☐ CHATHAM COUNTY □ CNT SS WEATHER COMMERCIAL VEHICLE INFORMATION TRAFFIC LIGHTING NR-GA ☐ Clear ☐ Dry Concrete ☐ Light Daylight ☐ 16+ Passengers Cloudy ☐ Wet Blacktop Medium Darkness Commercial Vehicle Violation Raining Ice ☐. Dirt ☐ Heavy Other ☐ Other ☐ Other ☐ Other Hazardous Material Violation (PLACARD) CHATHAM, CITY OF SAVANNAH County of at/on (secondary location) or City of_ **OFFICER** (print)_ PR# You are hereby ordered to appear in Court to answer this charge on the _ day of AM PM in the RECORDER'S COURT at 133 Montgomery Street Courtroom A B (912-652-7425) or in the Chatham County JUVENILE COURT at 197 Carl Griffin Drive (912-652-6700) located in SAVANNAH, GEORGIA. NOTICE: This citation shall constitute official notice to you that failure to appear in Court at the date and time stated on this citation to dispose of the cited charges against you shall cause the designated Court to forward your driver's license number to the Department of Driver Services, and your driver's license shall be suspended. (Georgia Code 17-6-11 and 40-5-56) The suspension shall remain in effect until such time as there is a satisfactory disposition in this (4)

SECTION IV

SECTION V OFFICER CERTIFICATION

SIGNATURE

ARRESTING OFFICER'S CERTIFICATION

SIGNATURE ACKNOWLEDGES SERVICE OF THIS SUMMONS AND RECEIPT OF COPY OF SAME.

RELEASED TO _

PR#

The undersigned has just and reasonable grounds to believe, and does believe, that the person named herein has committed the offense set forth, contrary to law.

Signature of Arresting Officer

matter or the Court notifies the Department of Driver Services.

LICENSE DISPLAYED IN LIEU OF BAIL YES NO

AUTHORIZED AND APPROVED PERSUANT TO: CODE 40-13-1-D,P,S, REG, 570,19

OFFICER'S COPY

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Upon Month		CHATHAM (Day)	1.000	14	E DEPARTME	A.M.
Operator License				, , , , , , , , , , , , , , , , , , , ,		8 9
License Class or	Туре	State	Endo	rsements	Expires	
Name						
	(Last)		(First)		(Middle)	
Address						
City	/				Zip Code	
	/	Hgt Wgt	1	,	es Race	
Veh. Yr.		,	1		Color	
Registration No.		ENT DYES NO		e Dyea Dua	FATALITIES	lveo E
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9		DRIVER REQUEST				
8	or Georgia, did comin	1		•	MPH in a	7.
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TEST ADMINIS	TENED DT (III Applica	ble):				- 1
OFFENSE (Oth	er Ihan above				,	
in Violation of C	ode Section		-	of Stat	e Law 🔲 Local Ordina	ınce
REMARKS	- '	4	-			
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☐ SAVAI	NNAH CITY	IMITS	CHATH	IAM COUN	TY 🗆 CNT	
WEATHER	ROAD	TRAFFIC	LIGHTING	COMMERCIAL	VEHICLE INFORMATIO	N
☐ Clear	☐ Dry Con	- 3	□ Daylight	16+ Passeng	jers	114
Cloudy Raining	☐ Wet ☐ Blac		□ Darkness □ Other	Commercial	Vehicle Violation	
Other	Other Othe			Hazardous I	Material Violation (PLACA	RD)
County of	CHATHAM, CET	OF SAVANNAH				RD)
on			16			
at/on (seconda	ry location)		or C	ity of		
OFFICER (print)				BATTE	Diỳ,	0.9505
-			1-1	Pat		
					y of	_
					Street Courtroom	
		County JUVENILE CC	OURT at 197 (Çarl Griffin Drive (912-652-6700) located i	
SAVANNAH, G	/ _		•			
NOTICE: This on this citation	citation shall constitu	te official notice to yo	u that failure to	o appear in Court	at the date and time sta urt to forward your driv	ited er's
license numbe	r to the Department	of Driver Services, an	d your driver's	s license shall be	suspended. (Georgia C	ode
matter or the C	Court notifies the Dep	partment of Driver Serv	rices.	ie as tilere is a sai	islactory disposition in	uns
LICENSE DISPL	AYED IN LIEU OF BAIL	YES NO	RELEASED T	0		
SIGNATURE A	CKNOWLEDGES SE	RVICE OF THIS SUMI	IONS AND RE	CEIPT OF COPY	OF SAME.	
CICNIATUD	100				Paris de La Contra	
SIGNATURI						
The undersigne	d has just and reasor	ARRESTING OFF nable grounds to believe	ICER'S CERTI re, and does b	FICATION. elieve_that the per	son named herein has c	ommitte
the offense set	forth, contrary to law.		137	BETE TT	7	
SIGNATURE	Signatu	re of Arresting Officer	DRH		Div	
CODE 40-13-1-	ND APPROVED PERS	UANT TO: DE			ER SERVICES C	OPY