



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 **NO LATER THAN: 2:00PM December 27, 2017** 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 OWNERSHIP STATUS OF BIDDER (FOR STATISTICAL PURPOSES ONLY):

CHECK ONE:

NON-MINORITY OWNED
 AFRICAN AMERICAN
 HISPANIC

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 aid 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			

TIME REQUIRED FOR RECEIPT OF ORDER IS 30 Days from Issue.

Please Print Name

Authorization Signature

Date

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:

verify.uscis.gov/enroll/StartPage.aspx?JS=YES. 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 ME
ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires:

***Systematic Alien Verification for Entitlements (SAVE)
Affidavit Verifying Status for Chatham County Benefit Application***

By executing this affidavit under oath, as an applicant for a Chatham County, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a Chatham County contract for _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 § USC 1641) or non-immigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date

Printed Name:

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20__

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires:

CCPD Case Report Number

NCIC Number

Citation Number

SAVANNAH-CHATHAM METROPOLITAN POLICE DEPARTMENT

CHATHAM COUNTY

Upon Month (Day) (Year) at (A.M./P.M.)

Operator License No. State Endorsements Expires

License Class or Type State Endorsements Expires

Name (Last) (First) (Middle)

Address

City State Zip Code

DOB Hair Hgt Wgt Sex Eyes Race

Veh. Yr. Make Style Color

Registration No. Yr. State

CDL ACCIDENT INJURIES FATALITIES

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): 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

REMARKS

SAVANNAH CITY LIMITS CHATHAM COUNTY CNT

Table with columns: WEATHER, ROAD, TRAFFIC, LIGHTING, COMMERCIAL VEHICLE INFORMATION. Includes checkboxes for conditions like Clear, Dry, Concrete, Light, Daylight, etc.

County of CHATHAM, GEORGIA

on

at/on (secondary location) or City of

OFFICER (print) PR# Div.

You are hereby ordered to appear in Court to answer this charge on the day of 20 at 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.

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 PR# Div.

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

COURT COPY

SECTION I - VIOLATOR

SECTION II VIOLATION

SECTION III LOCATION

SECTION IV SUMMONS

SECTION V OFFICER CERTIFICATION

NCIC NO. SS NR-GA 0250100

0250100

3619912

SCMPD Case Report Number

NCIC Number

Citation Number

SAVANNAH - CHATHAM METROPOLITAN POLICE DEPARTMENT

Upon Month (Day) (Year) at (City) (State) (Zip Code) A.M. P.M.

Operator License No. _____

License Class or Type _____ State _____ Endorsements _____ Expires _____

Name (Last) (First) (Middle) _____

Address _____

City _____ State _____ Zip Code _____

DOB _____ Hair _____ Hgt _____ Wgt _____ Sex _____ Eyes _____ Race _____

Veh. Yr. _____ Make _____ Style _____ Color _____

Registration No. _____ Yr. _____ State _____

CDL YES NO ACCIDENT YES NO INJURIES YES NO FATALITIES YES NO

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: 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

REMARKS _____

SAVANNAH CITY LIMITS CHATHAM COUNTY CNT

WEATHER	ROAD	TRAFFIC	LIGHTING	COMMERCIAL VEHICLE INFORMATION
<input type="checkbox"/> Clear	<input type="checkbox"/> Dry	<input type="checkbox"/> Concrete	<input type="checkbox"/> Light	<input type="checkbox"/> 16+ Passengers
<input type="checkbox"/> Cloudy	<input type="checkbox"/> Wet	<input type="checkbox"/> Blacktop	<input type="checkbox"/> Medium	<input type="checkbox"/> Commercial Vehicle Violation
<input type="checkbox"/> Raining	<input type="checkbox"/> Ice	<input checked="" type="checkbox"/> Dirt	<input type="checkbox"/> Heavy	<input type="checkbox"/> Hazardous Material Violation (PLACARD)
<input type="checkbox"/> Other	<input type="checkbox"/> Other	<input type="checkbox"/> Other	<input type="checkbox"/> Daylight	
			<input type="checkbox"/> Darkness	
			<input type="checkbox"/> Other	

County of CHATHAM, CITY OF SAVANNAH

on _____

at/on (secondary location) _____ or City of _____

OFFICER (print) _____ PR # _____ Div. _____

You are hereby ordered to appear in Court to answer this charge on the _____ day of _____ 20____ at _____ 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 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 _____ PR # _____ Div. _____

Signature of Arresting Officer

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

VIOLATOR'S COPY

SECTION I - VIOLATOR

SECTION II VIOLATION

SECTION III LOCATION

SECTION IV SUMMONS

SECTION V OFFICER CERTIFICATION

NCIC NO. SS NR-GA 0250300

3619912

SCMPD Case Report Number

NCIC Number

Citation Number

SAVANNAH - CHATHAM METROPOLITAN POLICE DEPARTMENT

Upon Month (Day) (Year) at A.M. P.M.

Operator License No. State Endorsements Expires

License Class or Type State Endorsements Expires

Name (Last) (First) (Middle)

Address

City State Zip Code

DOB Hair Hgt Wgt Sex Eyes Race

Veh. Yr. Make Style Color

Registration No. Yr. State

CDL ACCIDENT INJURIES FATALITIES

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: 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

REMARKS

SAVANNAH CITY LIMITS CHATHAM COUNTY CNT

Table with columns: WEATHER, ROAD, TRAFFIC, LIGHTING, COMMERCIAL VEHICLE INFORMATION. Includes checkboxes for conditions like Clear, Dry, Concrete, Light, Daylight, etc.

County of CHATHAM, CITY OF SAVANNAH

on

at/on (secondary location) or City of

OFFICER (print) PR # Div.

You are hereby ordered to appear in Court to answer this charge on the day of 20 at 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 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 P.R. # Div.

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

OFFICER'S COPY

SECTION I - VIOLATOR

SECTION II VIOLATION

SECTION III LOCATION

SECTION IV SUMMONS

SECTION V OFFICER CERTIFICATION

NCIC NO. SS NR-GA 0250300

3619912

2 CPD

SGMPD Case Report Number

NCIC Number

Citation Number

SAVANNAH - CHATHAM METROPOLITAN POLICE DEPARTMENT

CHATHAM COUNTY

Upon Month (Day) (Year) at (Year) at (Year) A.M. P.M.

SECTION I - VIOLATOR

Operator License No. License Class or Type State Endorsements Expires Name (Last) (First) (Middle) Address City State Zip Code DOB Hair Hgt Wgt Sex Eyes Race Veh. Yr. Make Style Color Registration No. Yr. State CDL YES NO ACCIDENT YES NO INJURIES YES NO FATALITIES YES NO

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: BLOOD BREATH URINE OTHER) DUI Test Results TEST ADMINISTERED BY (If Applicable):

SECTION II VIOLATION

OFFENSE (Other than above) in Violation of Code Section of State Law Local Ordinance REMARKS

SAVANNAH CITY LIMITS CHATHAM COUNTY CNT

SECTION III LOCATION

WEATHER ROAD TRAFFIC LIGHTING COMMERCIAL VEHICLE INFORMATION County of CHATHAM, CITY OF SAVANNAH on at/on (secondary location) or City of OFFICER (print) PR # Div.

SECTION IV SUMMONS

You are hereby ordered to appear in Court to answer this charge on the day of 20 at 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 (912-652-8700) located in SAVANNAH, GEORGIA.

SECTION V OFFICER CERTIFICATION

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. 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 PR # Div.

AUTHORIZED AND APPROVED PURSUANT TO: DEPARTMENT OF DRIVER SERVICES COPY

NCIC NO. SS NR-GA 0250300-0250100

3619912