



Jefferson County Commission Purchasing Division



716 Richard Arrington Jr. Blvd N., Room 830, Birmingham, AL 35203-0009 Office: 205.325-5381 Fax: 205-214-4034 www.paca.jccal.org

Michael Matthews, Purchasing Agent, Ph.D., C. P. M.
FLORENCIE PATTON, PRINCIPAL BUYER
HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

To:	Prospective Bidders
Invitation To Bid Issue Date:	09/03/2021
Commodity Code:	20049
Sealed Bid For:	INMATE CLOTHING
Return Responses To: (Return responses in a sealed marked envelope, indicating the vendor name, ITB/RFP # and/or ITB/RFP name)	FLORENCIE PATTON, PRINCIPAL BUYER HARRIETT BELL, BUYER Jefferson County Commission Purchasing Division, Room 830 716 Richard Arrington Jr, Blvd, N Birmingham, Al 35203-0009

*****IMPORTANT SOLICITATION DATES*****

INQUIRY DEADLINE	ITB DUE DATE	ITB OPENING DATE
9/14/2021 by 5:00 PM (CST/DST)	9/29/2021 at 4:00 PM (CST /DST)	9/30/2021 at 2:00 PM (CST/DST)

Full Invitation to Bid document can be downloaded at <http://paca.jccal.org>.)

JEFFERSON COUNTY COMMISSION

Jefferson County is situated in central Alabama. It is the principal and most populous county in the state. The county seat is located in Birmingham. As of the 2010 Census, the population was 658,466. The County covers 1,123.80 square miles. Jefferson County is one of eight counties in Alabama with a limited form of home rule government.

PURPOSE

Jefferson County Commission is accepting bids for the purchase of Inmate Clothing for Jefferson County Sheriff Department, Youth Detention and PACA Partners.

NOTIFICATION OF INTENT

All recipients of this solicitation are required to complete and return the enclosed Notification of Intent. Only those vendors submitting the Notification of Intent will be advised of any clarifications, addendum, answers to inquiries, etc. pertaining to this ITB. *Notification of Intent should be emailed to Florencie U. Patton & Harriett Bell (underwoodf@jccal.org & bellh@jccal.org) by 5:00 PM on 9/17/2021 . (Full document available for download at <http://paca.jccal.org>)*

TELEPHONE INQUIRIES - NOT ACCEPTED

Telephone inquiries with questions regarding clarification on any and all specifications of the ITB will not be accepted. All questions **must** be typewritten and emailed to underwoodf@jccal.org & bellh@jccal.org.

The County is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the County, or any other means of delivery employed by the bidder. Similarly, the County is not responsible for, and will not open, any bid responses which are received later than the date and time indicated above. Late bid responses will be retained in the bid file, unopened.

Released by: *Harriett Bell*



INVITATION TO BID

ITB # 88-21

“INMATE CLOTHING”

COMMODITY CODE: 20049

Florence U. Patton, Principal Buyer
Harriett Bell, Buyer

716 Richard Arrington Jr. Blvd No., Room 830
Birmingham, Alabama 35203

Phone: (205) 714-3747 & (205) 325-8702

Email: underwoodf@jccal.org and bellh@jccal.org



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DEFINITIONS

LOWEST RESPONSIBLE BIDDER

A responsive bidder whose bid is lower than those received from other bidders and whose reputation, past performance, and business and financial capabilities have been determined by the Jefferson County Commission to satisfy the requirements of the bid and/or contract.

PACA

Purchasing Association of Central Alabama. Jefferson County Commission sponsors the Purchasing Association of Central Alabama (PACA) which is administered through the Jefferson County Purchasing Division.

QUALIFIED BIDDER

A responsive bidder meeting established standards of responsibility for the provision of a specified service, as determined by the Jefferson County Commission

RESPONSIBLE BIDDER OR OFFEROR

A person/organization who has the capability, in all respects, to perform the bid/contract requirements fully and the moral and business integrity and reliability to assure good faith performance

SEALED BID

A response to a solicitation that has been submitted in a sealed envelope to prevent its contents being revealed before the time and date set for the receipt of responses

SPECIAL PROVISIONS/SPECIAL TERMS AND CONDITIONS

Clauses pertaining to a contract that are unique to the service or product being obtained, which may supplement or, in some cases supersede one or more of the general terms and conditions that pertain to the same contract.

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BID ANNOUNCEMENT

Sealed bids marked **ITB# 88-21, "INMATE CLOTHING"** will be received by the Purchasing Manager, Room 830 Courthouse * 716 Richard Arrington Jr. Blvd N, Birmingham, Alabama 35203.

Bids will be **accepted until 4:00 P.M.** central time (standard or daylight savings time, as applicable) on **September 29, 2021.** **Bids submitted after these dates and times will not be considered.**

Bids will be publicly opened at 2:00 p.m. on September 30, 2021.

Submissions may be withdrawn, modified, and resubmitted prior to the formal bid opening due date. **Any submission modification(s) after the "Bid Opening Due Date" may not be considered.**

The County reserves the right to accept or reject any or all bids, or any part of any bid, and to waive any informalities or irregularities in the bid.

All costs incurred by the company to respond to this solicitation will be wholly the responsibility of the Bidder. All copies and contents of the bid., attachments, and explanations thereto submitted in response to this ITB, except copyrighted material, shall become the property of the Jefferson County Commission regardless of the Consultant selected. Response to this solicitation does not constitute an agreement between the Bidder and the County.

The County is not responsible for delays occasioned by the U. S. Postal Service, the internal mail delivery system of the County, or any other means of delivery employed by the bidder. Similarly, the County is not responsible for, and will not open, any bid/proposal responses, which are received later than the date and time, indicated above. **LATE BIDS WILL REMAIN UNOPENED.**

AWARD

The award will be made on all or none basis. Jefferson County shall award this contract to the lowest responsible and responsive bidder who best meets the terms and conditions of this bid.

AWARD CRITERIA

- Meet Specifications/Requirements as stated in ITB
- Lowest responsible bidder based on the sum of all unit prices

AWARD USING LIFE CYCLE COST

The Awarding Authority may use life cycle cost analysis for personal property purchases as provided by the Alabama Competitive Bid Law, Code of Alabama 1975, Section 41-16-57(c) and the Code of Alabama 1975, Section 16-13B-7(c)(1)3 . Act 2011-530, Acts of Alabama, amended Section 41-16-57(c) to allow for the use of life cycle cost for goods which are, or are to become fixtures.

BID ACCEPTANCE/REJECTION

The County reserves the right to accept or reject any or all bids, or any part of any bid, and to waive any informalities or irregularities in the bid.

BID OPENING AND RESULTS

Bids are opened publicly in the Jefferson County Purchasing Department. Interested parties are invited to attend the bid opening. A tabulation of bids received will be available within a reasonable time after the bid opening.



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COOPERATIVE ITB

This Invitation to Bid represents a cooperative Bid; included as a part of this ITB is a cover sheet that lists members of the Purchasing Association of Central Alabama (PACA), who will be entitled to utilize this contract when awarded. Bidders who submit ITBs are thereby agreeing to provide commodities and services included in this contract to present and future members of the Purchasing Association of Central Alabama (PACA). Each participating entity will be responsible for issuing its own purchase orders and for order placement in accordance with its respective purchasing policies and procedures. Jefferson County assumes no authority, liability, or obligation, on behalf of any other public or non-public entity that may use any contract resulting from this bid. All purchases and payment transactions will be made directly between the Contractor and the requesting entity. *(See PACA Special Provisions and Required Forms Section)*

NON-RESPONSIVE SUBMITTAL

Respondents that do not meet all requirements of this solicitation, or which fail to provide all required information, documents, or materials, may be rejected as non-responsive. Material requirements of the solicitation are those set forth as mandatory or without which an adequate analysis and comparison of Submittals are impossible, or those which affect the competitiveness of Submittals. Respondents whose submittals, past performance or current status do not reflect the capability, integrity or reliability to fully and in good faith perform the requirements of the contract may be rejected as non-responsive. The Jefferson County Commission reserves the right to determine which submittals meet the material requirements of the solicitation and which Respondents are responsive.

SPECIFICATIONS

Use of specific names and numbers is not intended to restrict the bidding of any seller and/or manufacturer but is solely for the purpose of indicating the type, size and quality of materials, products, service, or equipment considered best adapted to the County's intended use. Proprietary specifications may be waived for functional equivalents offered, if authorized by requesting department.

TERM OF CONTRACT/ESCALATION-DE-ESCALATION CLAUSE

Any contract resulting from this ITB will become effective upon bid award (or within 30 days of award notification, approval of the Jefferson County Commission and purchase order is issued). The Jefferson County Commission may offer a one (1) year contract with the option to renew for two (2) additional one (1) year terms or a three (3) year contract. Any renewal shall be based on the same terms and conditions as the initial term apart from the price or rates. **Initial prices or rates and subsequent renewal prices or rates are guaranteed for a minimum of twelve (12) months. In the event of price increase for subsequent years, notification should be received 60 days prior to next contract year effective date. Any increases after the initial period should be mutually agreed to by both parties.**

Prices shall remain firm for the term of the contract, unless economic adjustments are agreed upon by both parties and based on the most recent published Consumer Price Index at the time of request.

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DETAILED SPECIFICATIONS

Inmate shirt, unisex; back to be imprinted in 2” black letters “JEFFERSON COUNTY” (“JEFFERSON” arched over straight “COUNTY”) raglan sleeve; no buttons; V-neck, slip on one pocket over left breast to be triple needle locked stitched and bar-tacked. Fabric 7-1/2 oz. Twill, 65% polyester 40% combed cotton equal to Graniteville 20/20 twill industrial laundry finished fabric. All seams three needle felled. Sleeve & bottom hems to be double folded and lock stitched. Thread to be the same color as the fabric. V-neck piping to be bias self-material single needle lock stitched with two bar tacks at neck. Bias to be cleanly finished with no raw edges exposed. Labels to be woven polyester 2-1/2” x 1-1/4” color coded by size. All three needle seams shall be cleanly finished and have no raw edges.

Inmate Shirts for Youth Detention Center; unisex; back to be imprinted in 3” black letters YOUTH DETENTION CENTER on left chest

Inmate pants, front of one leg to be imprinted in 2” black letters vertically on front of one leg: “JEFFERSON COUNTY” slip on elastic waist; no pockets; mock fly; 7-1/2 oz. Twill, 65% polyester 40% combed cotton equal to Graniteville 20/20 twill industrial laundry finished fabric. Elastic to be woven 1-1/2” heat resistant 30 ga. Rubber; serge and triple needle lock stitched to pants (chain stitching not acceptable); elastic to be guaranteed not to lose its elasticity for the life of the garment. Labels to be woven polyester 2-1/2” x 1-1/4” color coded by size. All seams three needle felled. Crotch & mock fly to be sew serge, triple needle locked stitched and bar tacked. Leg hems to be double folded and lock stitched. All seams to be 32 hemmed. Thread to be the same color as the fabric. All three needle seams shall be cleanly finished and have no raw edges.

Inmate pants for Youth Detention Center; unisex; to be imprinted in 3” black letters “YOUTH DETENTION CENTER” on upper left thigh – centered.

Imprint to be the color black on all clothing except black/white clothing, in which the imprint on black/white clothing should be the color red unless otherwise specified.

Inmate Uniform Colors:

- Blue/white
- Red/white
- Green/white
- Black/white
- Orange/white
- Solid red
- Solid white
- Wine
- Gray

****Clothing must be made in the USA only****

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INSTRUCTIONS TO BIDDERS

BID FORMS

Bid must be submitted on preprinted Bid Sheet (see page 21) supplied by the Jefferson County Purchasing Department. Type Bid Response on Bid Sheet (Pages 21-36) prior to uploading. (*Note: Vendor name must appear on line provided at bottom of each bid sheet.)

BIDDER REGISTRATION

To become a registered vendor with the Jefferson County Commission, Purchasing Department’s competitive vendor base, please visit our VSS (Vendor Self-Service) website at <https://mss.jccal.org/mss> or by calling 205-325-5381. Our vendor registration system is designed to maximize your opportunity to participate in the County’s purchasing program.

BIDDER REQUIREMENTS

1. Any Bidder responding to this ITB must be a Qualified Bidder that is authorized to conduct business in the State of Alabama and Jefferson County.
2. Bidder must be able to provide and support the products in this ITB.
3. Bidder must offer quality products as requested in this ITB.
4. Bidder must meet or exceed all specifications.

BIDDER RESPONSIBILITY

1. Vendor must be licensed to do business in Jefferson County
2. Vendor must be registered through Vendor Self Service
3. Vendor must provide their DUNS (Data Universal Numbering System) number
4. Vendor must be excluded from SAMS (System for Award Management)

BID SUBMITTAL DEADLINE AND INSTRUCTIONS

The Bid Submittal Deadline is September 29, 2021. One (1) original bid and One (1) copy must be submitted in sealed envelopes/packaging and should be properly identified with the bid number and Bid Submittal Deadline:

1. All bids shall be sealed and clearly marked ITB 88-21, “Inmate Clothing”.
2. The envelope or package containing the bid shall have the name of the Vendor, complete address, telephone number, and name of contact person. **ALL BIDS MUST ARRIVE IN THE PURCHASING DEPARTMENT, 716 RICHARD ARRINGTON JR, BLVD, NORTH, ROOM 830, BIRMINGHAM, AL 35203-0009, SEPTEMBER 29, 2021 BY 4 PM, CST, THE DAY PRIOR TO BID OPENING DATE. BIDS ARRIVING ON OPENING DAY WILL NOT BE ACCEPTED.** Bids sent by electronic devices (i.e., facsimile and e-mail) are not acceptable and will be rejected upon receipt. Vendors will be expected to allow adequate time for delivery of their bid either by airfreight, postal service, or other means. It will be the sole responsibility of the Vendor to have the bid delivered to Jefferson County Purchasing Department before the closing hour and date.

The County is not responsible for delays occasioned by the U. S. Postal Service, the internal mail delivery system of the County, or any other means of delivery employed by the bidder. Similarly, the County is not responsible for, and will not open, any bid/proposal responses, which are received later than the date and time, indicated above. **LATE BIDS WILL BE DISQUALIFIED AND NOT OPENED.**

3. Vendor must have all proper “Required Forms” (Pgs. 21 -36) signed, dated and notarized (where applicable), including all “Purchasing Association of Central Alabama Forms” (Pgs. 32-40).



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BUSINESS LICENSE

In the event you receive a notification of intent to award letter, **you will be required to provide your Jefferson County business license within 7 days of receipt of notice of intent to award.** If you are not currently registered with Jefferson County Revenue Department, and do not have a business account number, applications may be obtained by logging on to <http://jeffconline.jccal.org/revenue>. Once you have logged on, click on Business License and then ****New Applicants.** Failure to submit the requested information may result in the notice of intent to award being revoked.

DATA UNIVERSAL NUMBERING SYSTEM (DUNS) REQUIREMENT

All organizations responding to solicitations must provide their nine-digit Data Universal Number System (DUNS) number on the signature page within this document. Submissions which do not include the organization’s DUNS number may be deemed nonresponsive. DUNS numbers must be provided before an award can be made to facilitate System Award Management (SAM) certification <https://www.sam.gov/portal/SAM/#1> Companies that do not have a DUNS number may visit <https://www.sba.gov/federal-contracting/contracting-guide/basic-requirements> for more information. *The Jefferson County Commission does not provide DUNS numbers.*

INQUIRY DEADLINE

September 14, 2021 by 4:00 p.m.

INTERPRETATIONS AND ADDENDA

No interpretation or modification made to any respondent as to the meaning of the ITB shall be binding on the Jefferson County Commission unless submitted in writing and distributed as an addendum by the Jefferson County Purchasing Department. Interpretations and/or clarifications shall be requested in writing and directed to **Florence U. Patton & Harriett Bell, Jefferson County Purchasing Division, 830 Courthouse, 716 Richard Arrington Jr. Blvd. North, Birmingham, AL 35203, (Fax: 205-214-4034) or (underwoodf@jccal.org & bellh@jccal.org).** **Verbal information obtained otherwise will not be considered in awarding of contract. All addenda shall become part of the ITB.**

LICENSES/CERTIFICATES

Jefferson County reserves the right to require documentation that each bidder is an established business and is abiding by the Ordinances, Regulation, and Laws of their community and the State of Alabama. If you are required by any regulatory agency to maintain professional license or certification to provide any product and/or service solicited under this ITB, the County reserves the right to require you to provide documentation of your current license and/or certification before considering your Bid and/or before awarding a contract.

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NEW VENDORS

To create a vendor profile, you may:

1. Go to the VSS website: <https://mss.jccal.org/mss> (Compatible with Internet Explorer ONLY)
2. Click “Vendor Self Service”, then “Registration”
3. It is very **Important** that you Complete the following steps:
 - a. **Enter** your Contact Info
 - b. **Complete** the New Vendor Registration: General Information
 - c. **Enter** a viable **email address** (where you want notifications to be sent) and **DUNS #** in the General Information section
 - d. **Verify/Save** the mailing address **and Enter** Remit Address
 - e. **Enter** Vendor additional Contacts
 - f. **Select/Save ALL** Commodity Codes that apply to the goods and/or services you offer, as applicable – and –
 - g. **Upload** a current copy of your W-9 (signed and dated within 18 months of today’s date, preferably in the current year).

EXISTING VENDORS

To update your vendor profile, you may go to <https://mss.jccal.org/mss>.

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***SPECIAL PROVISIONS FOR MATERIALS
& PRODUCTS***



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SPECIAL PROVISIONS FOR MATERIALS AND PRODUCTS

AUTHORIZED DISTRIBUTOR

Successful Bidder must be an authorized distributor for the product he offers, or with his bid he must submit documentation from an authorized distributor that he has purchased the specified product/equipment from that distributor and that the distributor will honor all of the manufacturer’s warranties.

BRAND NAMES

Manufacturer’s names, trade names, brand names, model and catalog numbers used in these specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for alternative brands that meet or exceed the quality of the specifications listed for any item.

COMPLIANCE WITH OSHA

Bidder agrees that all item(s) offered comply with all applicable Federal and the State Occupational Safety and Health Act, laws, standards and regulations, and the Bidder will indemnify and hold Jefferson County Commission harmless for any failure to so conform.

DELIVERY

Purchase orders will be issued as deliveries are required. Failure to deliver as specified and in accordance with the bid submitted, including promised delivery will constitute sufficient grounds for cancellation of the order at the option of the County Commission. Subsequent County locations may be added based on the needs of the County.

DELIVERY HOURS

Unless otherwise specified, all items must be delivered to the ship to address that will be printed on the purchase order, Monday through Friday, between the hours of 8:00 A.M. & 12:00 P.M. and 1:00 P.M. and 5:00 P.M., excluding holidays. PACA Partners will provide their own ship to addresses and determine their delivery hours when orders are placed.

DELIVERY TIME

The maximum time allowed for delivery is 3-5 from receipt of order. Time is of the essence of this contract. Bidder shall state earliest delivery time on Bid Sheet. The Jefferson County Commission reserves the right to cancel any order not received within the time stated by the Bidder in their bid response. Delivery time will be a factor in award of bid where a maximum time for delivery is stipulated herein. Bid documents will inform Bidder when delivery is a factor in award of bid. PACA Partners will determine their own delivery hours when order are placed.

F.O.B. POINT & SHIPPING CHARGES

F.O.B. Destination via best way.

MANUFACTURER & MODEL NUMBER

On Bid Sheet, Bidder must state the manufacturer name and model number of each item proposed.

NEW AND UNUSED

Unless specifically provided to the contrary, all materials and products shall be new and unused and of the current production year. Bids that are received for other than the current production year or its items and materials that have been previously used will be rejected.

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PROTECTION DAMAGE

Contractor will be responsible for any damage to property of the county or others caused by him, his employees or subcontractors, and will replace and make good such damage. The contractor will maintain adequate protection to prevent damage to his work and property of others and take all necessary precautions for the safety of his employees and others. The contractors will comply with all safety laws and regulations in effect in the locality.

QUANTITIES

Quantities shown are estimates and are not a guarantee to buy in the amount shown.

SAMPLES

For evaluation purposes, samples must be provided prior to the due date of the bid. Samples shall be provided at no charge unless Bidder indicates on bid the exact charge for samples. The County reserves the right to consume samples for testing purposes. The County may retain samples until delivery and acceptance of contracted items. Bidder shall remove samples at his expense within (30) days of request by the County.

Samples must be shipped to:

Jana Roberts
Jefferson County Sherrif Department
809 Richard Arrington Jr. Blvd. North
Birmingham, Alabama 35203

WARRANTY, SUCCESSFUL BIDDER

Successful Bidder shall fully warrant all materials and equipment furnished under the terms of this contract, against poor and inferior quality, for a period of not less than one (1) year from date of the final acceptance by the County. Time is of the essence of this contract. While under warranty, successful Bidder shall repair or replace inoperable materials or equipment in a timely manner to minimize the disruption of County operations.

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***JEFFERSON COUNTY COMMISSION
GENERAL TERMS AND CONDITIONS***



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GENERAL TERMS AND CONDITIONS

ACT 2016-312 PROHIBITION AGAINST BOYCOTTING

Contractor certifies that it is not currently engaged in, and for the duration of this agreement will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state enjoys open trade.

ADDITIONAL CONTRACTS

If mutually agreed upon, additional contracts may be executed, based upon this bid for the same item(s) or related types and/or sizes per ALA. CODE § 41-16-57(a).

BID ACCEPTANCE/REJECTION

Jefferson County expressly reserves the right to reject any or all bids, or parts of bids, and to make the award on merit and/or features of design and quality, delivery, and availability of parts and service as the best interest of the County appears.

BREACH AND DEFAULT

Any violation of this Agreement shall constitute a breach and default of this agreement shall be cause for termination. Upon such termination Contractor shall immediately refund to the County all amounts paid by the County pursuant to this Agreement.

CANCELLATION

Failure to deliver as specified and in accordance with the bid submitted, including promised delivery, will constitute sufficient grounds for cancellation of the order at the option of the County Commission and member of the Cooperative.

CONFLICT OF INTEREST

The Individual/Firm declares that, as of the date of any ensuing contract, neither the County nor any County Commissioner nor any Director nor any other Jefferson County Government official is directly or indirectly interested in this contract or any contract with the Individual/Firm for which compensation will be sought during the period of time this contract is being performed, and, furthermore, the Individual/Firm pledges that he/it will notify the Purchasing Manager in writing should it come to his/its knowledge that any County official becomes directly or indirectly interested in the contract or any contract the Individual/Firm for which compensation will be sought during the aforesaid period. In addition, the Individual/Firm declares that, as of the date of this contract, neither he/it nor any of his/its officers or employees have given or donated or promised to give or donate, either directly or indirectly, to any official or employee of the Jefferson County Commission, or to anyone else for the County's benefit, any sum of money or other thing of value for aid or assistance in obtaining this contract with the County under which compensation will be sought during the period of time this contract is being performed and furthermore, that neither the Bidder nor any of his/its officers or employees will give or donate or promise to give or donate, directly or indirectly, to any official or employee of the Jefferson County Commission, or to anyone else for the County's benefit, any sum of money or other thing of value, for aid or assistance in obtaining any amendment to this contract with the Bidder for which compensation will be claimed during the period of time this contract is being performed.

CORRECTIONS/AUTHORIZED SIGNATURE

Bids having any erasures or corrections must be initialed in ink. Bid must be signed in ink by an official authorized representative.

GENERAL

The Jefferson County Commission expressly reserves the right to reject any and all bids, or parts of bids, and to make the award or awards as the best interest of the county appears.



Jefferson County Commission Purchasing Division



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Michael Matthews, Purchasing Agent, Ph.D., C. P. M.
FLORENCIE PATTON, PRINCIPAL BUYER
HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

GOVERNING LAW/DISPUTE RESOLUTION

Any contract agreement that is issued based on this ITB, the parties shall agree that the contract agreement is made and entered into in Jefferson County, Alabama, and that all services, materials and equipment to be rendered pursuant to said contract agreement are to be delivered in Jefferson County, Alabama. The interpretation and enforcement of this contract agreement will be governed by laws of the State of Alabama. The parties agree that jurisdiction and venue over all disputes arising under this contract agreement shall be the Circuit Court of Jefferson County Alabama, Birmingham Division.

GUARANTEE

Bidder certifies by bidding, that he is fully aware of the conditions of service and purpose for which services included in this bid are to be purchased, and that his offering will meet the requirements of service and purpose to the satisfaction of the Jefferson County Commission and its Agent.

HOLD HARMLESS AND INDEMNIFICATION

Contracting party agrees to indemnify, hold harmless and defend Jefferson County, Alabama, its elected officers and employees (hereinafter referred to in this paragraph collectively as "County"), from and against any and all loss expense or damage, including court cost and attorney's fees, for liability claimed against or imposed upon County because of bodily injury, death or property damage, real or personal, including loss of use thereof arising out of or as a consequence of the breach of any duty or obligations of the contracting party included in this agreement, negligent acts, errors or omissions, including engineering and/or professional error, fault, mistake or negligence of Integrator, its employees, agents, representatives, or subcontractors, their employees, agents or representatives in connections with or incident to the performance of this agreement, or arising out of Worker's Compensation claims, Unemployment Compensation claims, or Unemployment Disability compensation claims of employees of company and/or its subcontractors or claims under similar such laws or obligations. Company obligation under this Section shall not extend to any liability caused by the sole negligence of the County, or its employees. Before beginning work, contract party shall file with the County a certificate from his insurer showing the amounts of insurance carried and the risk covered thereby. Liability insurance coverage must be no less than \$1,000,000. During performance the company must affect and maintain insurance from a company licensed to do business in the State of Alabama. Coverage required includes 1) Comprehensive General Liability; 2) Comprehensive Automobile Liability; 3) Worker's Compensation and Employer's Liability.

INSURANCE

The successful bidder will maintain such insurance as will protect him and the County from claim under Workmen's Compensation Acts, and from claims for damage and/or personal injury, including death, which may arise from operations under this contract. Insurance will be written by companies authorized to do business in Jefferson County, Alabama and **shall include Jefferson County, Alabama as Added Additional Insured by Endorsement including a thirty (30) day(s) written cancellation notice.** Evidence of insurance will be furnished to the Purchasing agent and the General Services Department not later than seven (7) day(s) after Purchase Order/contract date. Successful bidder is also required to include the bid number on the evidence of insurance.

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Insurance Minimum Coverage:

Contracting party shall file the following insurance coverage and limits of liability with the County's Human Resource Department Office and Purchasing Department before beginning work with the County.

General Liability:

\$1,000,000 - Bodily injury and property damage combined occurrence

\$1,000,000 - Bodily injury and property damage combined aggregate

\$1,000,000 - Personal injury aggregate

Comprehensive Form including Premises/Operation,
Products/Completed Operations, Contractual, Independent contractors, Broad Form property
damage and personal injury.

Automobile Liability:

\$1,000,000 - Bodily injury and property damage combined coverage

Any automobile including hired and non-owned vehicles

Workers Compensation and Employers Liability:

\$100,000 - Limit each occurrence

Umbrella Coverage:

\$1,000,000 - Each occurrence

\$1,000,000 - Aggregate

Added Additional Insured by Endorsement:

Jefferson County, Alabama

30 day(s) written cancellation notice

Under Description of Operations/Locations/Vehicles/Exclusions Added by Endorsement/Special Provisions enter the BID/ITB Number, Project Number or Purchase Order Number Covered by The Certificate of Insurance.

INVOICING

All invoices must agree with the purchase order in description and price and include the following information: 1) Purchase Order Number; 2) Ship-to department name and address.

In order to ensure prompt payment, ALL ORIGINAL INVOICES* MUST BE SENT TO:

Jefferson County Commission
Finance Department-Accounts Payable
Room 820 County Courthouse
716 Richard Arrington Jr. Blvd. North
Birmingham, Al 35203

Or

Invoices can be emailed to Accounts Payable Department at accounts_payable@jccal.org

*If invoice does not agree with purchase order, credits or a corrected invoice will be required in order for the County to process payment. **Invoices that do not reference an authorized Purchase Order will be returned to the vendor.***



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LANGUAGE, WORDS USED INTERCHANGEABLY

The word COUNTY refers to the JEFFERSON COUNTY COMMISSION and/or JEFFERSON COUNTY, ALABAMA throughout this document. Similarly, RESPONDENT, VENDOR, and BIDDER refer to the person or company submitting an offer to sell its goods or services to the COUNTY. The words PROPOSAL, QUOTATION, and BID are all offers from the BIDDER. The County has established for the purposes of this ITB that the words SHALL, MUST or WILL are equivalent in this ITB and indicate a mandatory requirement or condition, the material deviation from which shall not be waived by the County. A deviation is material if, at the sole discretion of the County, the deficient response is not in substantial accord with this ITB’s mandatory condition requirements. The words SHOULD and MAY are equivalent in the ITB and indicate very desirable conditions or requirements but are permissive in nature. Deviation from, or omission of, such a desirable condition or requirement will not in and of itself cause automatic rejection of a proposal but may result in being considered as not in the best interest of the County.

LAWS AND REGULATIONS

All applicable State of Alabama and federal laws, ordinances, licenses and regulations of a governmental body having jurisdiction shall apply to the award throughout as the case may be and are incorporated here by reference. The Jefferson County Commission currently does not have a business license. Vendors must register with the Jefferson County Commission Department of Revenue. Any contract executed based on award of this ITB/ RFP must stipulate that governing law will be the State of Alabama.

NEGOTIATIONS

Jefferson County reserves the right to enter into contract negotiations with the selected bidder. If the County and the selected bidder cannot negotiate a successful contract, the County may terminate negotiations and begin negotiation with the next selected bidder. This process will continue until a contract has been executed or all proposals have been rejected. No bidder shall have any rights against the County, arising from such negotiations.

NON-DISCRIMINATION POLICY

The Jefferson County Commission is strongly committed to equal opportunity in solicitation of ITB’s and RFP’s. The County encourages bidders and proposers to share this commitment. Each bidder/contractor submitting a proposal will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability or veteran status. The Bidder/Contractor will ensure that qualified applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, age, disability or veteran status. Such action shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

OTHER BENEFITS AND COMPENSATION

There are no other benefits or compensation except as listed in Method of Payment below.

PRE-PAYMENTS

No prepayments of any kind will be made prior to shipment. Bidder agrees that Jefferson County will be charged no more for item(s) bid than the State of Alabama, and that in the event of a price reduction; the County will receive the benefit of such reduction on any undelivered portion of contract.

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PRICE GUARANTEE FOR ENTIRE CONTRACT PERIOD

Bidder agrees that he will deliver any items awarded to him, that such items will be manufactured to quoted specifications that prices billed will be no higher than those quoted herein and that delivery will be made within the time specified herein or within a reasonable time, if not so specified. Bidder hereby guarantees delivery of all items awarded to him hereunder, without any qualification or limitation whatsoever. In making this guarantee, bidder confirms that he has secured the subject items or has obtained guarantee of their availability sufficient to his satisfaction.

Bidder further agrees that in the event bidder fails to deliver any items awarded to him in accordance herewith for any reason whatsoever, Jefferson County may, at its option, accept the next lowest and best bid for such items, or re-bid such items, or obtain substitute items elsewhere. Such substitutes may include later year models, where current year models are not reasonably available. Bidder agrees to pay Jefferson County the difference between the bidder's bid for such items and the cost to Jefferson County to obtain the items elsewhere, if greater, and other incidental and consequential damages. Jefferson County may elect not to affect such cover and may enforce all remedies authorized by law.

PRICE REDUCTION

In the event of a general price reduction, the County will receive the benefit of such reduction on any undelivered portion of contract.

PRICES

Prices must include transportation (including fuel surcharge, if applicable) labor, equipment, material and shall remain firm for the term of the contract. If price adjustments are requested pursuant to the terms of this contract, the Contractor must notify the County ninety (90) days prior to the current term's expiration date.

PUBLIC DISCLOSURE

Subject to applicable law or regulations, the content of each Bidder's Proposal shall become public information upon the effective date of any resulting contract. A Bidder's disclosure or distribution of the bid, other than to the County, will be grounds for disqualification at the County's option. All electronic files; audio and/or video recordings; and all papers pertaining to any activity performed by the Successful bidder for or on behalf of the County shall be the property of the County and shall be turned over to the County upon request. Bids submitted are not publicly available until after awarded contract is signed by the Jefferson County Commission. Jefferson County reserves the right to retain all Bids submitted and to use any ideas in a bid regardless of whether that bid is selected.

SINGLE BID

If a single bid response is received for this ITB, the bid will be rejected in accordance with Title 41-16-50-a-1 of the Alabama Code. The bid will be opened but will not be read publicly. We will proceed with negotiations for a lower price with the rejected bidder and other bidders by means of sealed quotes. The rejected bidder's initial offer will not be disclosed to other bidders, prior to the awarding of a contract. The award will be made to the company offering the lowest negotiated quotation, provided that all conditions and specifications required by the County are met.

SOLE CONTRACTOR/IMPLEMENTER

The Jefferson County Commission intends to award the contract to a sole contractor. The successful Bidder shall assume total responsibility for all Deliverables whether a sub-contractor or third-party produces them in whole or in part. Further, the County will consider the successful Bidder to be the sole point of contact with regard to contractual matters, including payment of all charges resulting from the Contract. The successful Bidder will be fully responsible for any default by a sub-contractor, just as if the successful Bidder itself had defaulted. No sub-contractor will be paid directly by Jefferson County. The successful Bidder will be solely responsible for the success of the entire Project.



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Date: 9/3/2021
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STATEMENT OF COMPLIANCE WITH ALABAMA CODE SECTION 31-13-9:

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

TAX

Jefferson County is exempt from all tax. Provided however, bidder shall be responsible for payment of all sales, use, lease, ad valorem and any other tax that may be levied or assessed by reason of this transaction.

TELEGRAPHIC/ELECTRONIC BID RESPONSES

Bid responses sent by electronic devices (i.e., facsimile machines and email) are not acceptable and will be rejected upon receipt. Vendors will be expected to allow adequate time for delivery of their bid responses either by airfreight, postal services, or by other means.

TERMINATION OF CONTRACT

This contract may be terminated by the county with a thirty (30) day written notice to the other party regardless of reason. Any violation of this agreement shall constitute a breach and default of this agreement. Upon such breach, the County shall have the right to immediately terminate the contract and withhold further payments. Such termination shall not relieve the Contractor of any liability to the County for damages sustained by virtue of a breach by the Contractor.

THIRD-PARTY "REMIT-TO"

If bidder has a third-party "remit-to" company, that information must appear on the Bidder's response. Jefferson county will send payment to the company designated by Bidder on its response, but will not be responsible for resolving payment issues, should the bidder change payment processing companies after a payment has been mailed or without 45-day written notification to the Purchasing and Accounting division of Jefferson County.

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**Jefferson County Commission
Purchasing Division**



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JEFFERSON COUNTY COMMISSION *REQUIRED FORMS*



Jefferson County Commission Purchasing Division



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BID FORM

(Bidder must use this form. Fill in all spaces.)

NOTE: All items will be ordered on an as needed basis.

Inmate shirt for Sheriff department, unisex; back to be imprinted in 3” black letters “JEFFERSON COUNTY” (“JEFFERSON” arched over straight “COUNTY”) raglan sleeve; no buttons; V-neck, slip on one pocket over left breast to be triple needle locked stitched and bar-tacked. Fabric 7-1/2 oz. Twill, 65% polyester 40% combed cotton equal to Graniteville 20/20 twill industrial laundry finished fabric. All seams three needle felled. Sleeve & bottom hems to be double folded and lock stitched. Thread to be the same color as the fabric. V-neck piping to be bias self-material single needle lock stitched with two bar tacks at neck. Bias to be cleanly finished with no raw edges exposed. Labels to be woven polyester 2-1/2” x 1-1/4” color coded by size. All three needle seams shall be cleanly finished and have no raw edges.

Inmate Shirts for Youth Detention Center; unisex; back to be imprinted in 3” black letters YOUTH DETENTION CENTER on left chest

Imprint to be the color black on all clothing except black/white clothing, in which the imprint on black/white clothing should be the color red unless otherwise specified.

GROUP 1: Inmate shirt, as specified, Orange/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	20		
3X-LARGE	8		
4X-LARGE	5		
5X-LARGE	5		
6X-LARGE	5		
7X-LARGE	5		
8X-LARGE	5		
TOTAL			

Manufacturer & Product Number _____

NAME OF YOUR COMPANY _____



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GROUP 2: Inmate shirt, as specified, Blue/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	100		
LARGE	150		
X-LARGE	150		
2X-LARGE	150		
3X-LARGE	100		
4X-LARGE	100		
5X-LARGE	50		
6X-LARGE	50		
7X-LARGE	50		
8X-LARGE	20		
TOTAL			

Manufacturer & Product Number _____

GROUP 3: Inmate shirt, as specified, Red/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	50		
LARGE	100		
X-LARGE	150		
2X-LARGE	150		
3X-LARGE	100		
4X-LARGE	100		
5X-LARGE	50		
6X-LARGE	50		
7X-LARGE	50		
8X-LARGE	20		
TOTAL			

Manufacturer & Product Number _____

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GROUP 4: Inmate shirt, as specified, Green/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	200		
LARGE	150		
X-LARGE	150		
2X-LARGE	100		
3X-LARGE	100		
4X-LARGE	50		
5X-LARGE	25		
6X-LARGE	25		
7X-LARGE	25		
8X-LARGE	25		
TOTAL			

Manufacturer & Product Number _____

GROUP 5: Inmate shirt, as specified, Black/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	10		
LARGE	40		
X-LARGE	50		
2X-LARGE	50		
3X-LARGE	50		
4X-LARGE	15		
5X-LARGE	15		
6X-LARGE	10		
7X-LARGE	10		
8X-LARGE	10		
TOTAL			

Manufacturer & Product Number _____

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GROUP 6: Inmate shirt, as specified, Solid Red

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

GROUP 7: Inmate shirt, as specified, Solid White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

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GROUP 8: Inmate shirt, as specified, Solid Wine

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

GROUP 9: Inmate shirt, as specified, Gray

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

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GROUP 10: Inmate pants, as specified, 3” wide stripe, Orange/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	100		
LARGE	100		
X-LARGE	150		
2X-LARGE	150		
3X-LARGE	100		
4X-LARGE	100		
5X-LARGE	50		
6X-LARGE	50		
7X-LARGE	50		
8X-LARGE	50		
TOTAL			

Manufacturer & Product Number _____

GROUP 11: Inmate pants, as specified, 3” wide stripe, Blue/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	100		
LARGE	150		
X-LARGE	150		
2X-LARGE	150		
3X-LARGE	100		
4X-LARGE	100		
5X-LARGE	50		
6X-LARGE	50		
7X-LARGE	50		
8X-LARGE	20		
TOTAL			

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GROUP 12: Inmate pants, as specified, 3” wide stripe, Red/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	50		
LARGE	100		
X-LARGE	150		
2X-LARGE	150		
3X-LARGE	100		
4X-LARGE	100		
5X-LARGE	50		
6X-LARGE	50		
7X-LARGE	50		
8X-LARGE	20		
TOTAL			

Manufacturer & Product Number _____

GROUP 13: Inmate pants, as specified, 3” wide stripe, Green/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	200		
LARGE	150		
X-LARGE	150		
2X-LARGE	100		
3X-LARGE	100		
4X-LARGE	50		
5X-LARGE	25		
6X-LARGE	25		
7X-LARGE	25		
8X-LARGE	25		
TOTAL			

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GROUP 14: Inmate pants, as specified, 3” wide stripe, Black/White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	10		
LARGE	40		
X-LARGE	50		
2X-LARGE	50		
3X-LARGE	50		
4X-LARGE	15		
5X-LARGE	15		
6X-LARGE	10		
7X-LARGE	10		
8X-LARGE	10		
TOTAL			

Manufacturer & Product Number _____

GROUP 15: Inmate pants, as specified, 3” wide stripe, Solid Red

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

NAME OF YOUR COMPANY _____



Jefferson County Commission Purchasing Division



716 Richard Arrington Jr. Blvd N., Room 830, Birmingham, AL 35203-0009 Office: 205.325-5381 Fax: 205-214-4034 www.paca.jccal.org

Michael Matthews, Purchasing Agent, Ph.D., C. P. M.
FLORENCIE PATTON, PRINCIPAL BUYER
HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

GROUP 16: Inmate pants, as specified, 3” wide stripe, Solid White

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

GROUP 17: Inmate pants, as specified, 3” wide stripe, Solid Wine

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

NAME OF YOUR COMPANY _____



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HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

GROUP 18: Inmate pants, as specified, 3” wide stripe, Gray

SIZE	QUANTITY	UNIT PRICE	EXTENDED PRICE
MEDIUM	15		
LARGE	20		
X-LARGE	20		
2X-LARGE	15		
3X-LARGE	20		
4X-LARGE	10		
5X-LARGE	8		
6X-LARGE	8		
7X-LARGE	8		
8X-LARGE	8		
TOTAL			

Manufacturer & Product Number _____

Exact Transportation (Freight) Charges (if applicable) \$ _____

Total Amount of Bid (Groups 1-18).....\$ _____

Total Amount Bid Written in Words: _____

Delivery is guaranteed not later than _____ **days after order date.**

NAME OF YOUR COMPANY _____

MAXIMUM DISCOUNT

Guaranteed maximum discount available if contract is renewed for 2nd year _____ %

Guaranteed maximum discount available if contract is renewed for 3rd year _____ %

All provisions of this Invitation are accepted by bidder as part of any contract or purchase resulting therefrom.

Amount Written in Words. This bid will be awarded based upon the total amount bid **as written in words**. Where there is a discrepancy between words and figures, **WORDS WILL GOVERN**. Where there is a discrepancy between item unit price and extended total, **UNIT PRICE WILL GOVERN**.

NAME OF YOUR COMPANY _____



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HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

Please check your calculations before submitting your bid; the County will not be responsible for Bidder miscalculations.

Maximum Completion or Delivery Time: _____ Days from receipt of order or notice to proceed. Delivery will be made via (check applicable means of delivery): ___ Bidder's Truck ___ Commercial Truck ___ Train ___ Sea ___ Air

Bidder shall complete the following required information:

1. **All or None Offer.** This bid is offered on an all or none basis? _____(Yes/No)
2. **Warranty Offered by Bidder, if applicable. Please attach a copy of the warranty.**
The Manufacturer's Warranty for Item Offered is:
 - a. **Scope:**
 - b. **Term:**
3. **Extended Warranty, if applicable** Indicate terms and price of any extended warranties available for purchase, commencing upon expiration of original warranty.
 - a. **Scope:**
 - b. **Term:**
 - c. **Price per Term per Unit:**

(Bidder - A copy of the manufacturer's extended warranty may be attached)
4. **Warranty Response Time, if applicable.** Minimum acceptable response time is _____ from the time the County requests service. Indicate maximum response time after notification of warranty issue: _____hrs.
5. **Discounts.** The following discounts *will* be considered in award of bid.
 - a. Award of all items. Indicate any additional discount for award of all items to your company: _____%.
 - b. Payment Discount. Discount for payment of invoice within **20 days** of receipt is:_____ %. Payment discounts of 20 or more days will be considered in award of bid. The County will not take discounts that are not earned.

NAME OF YOUR COMPANY _____



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FLORENCIE PATTON, PRINCIPAL BUYER
HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

Term of Offer. It is understood and agreed that this bid may not be withdrawn for a period of **ninety- (90) days** from the Bid Submittal Deadline, and at no time in case of successful Bidder.

Bidder's Acknowledgement Of His Understanding Of The Terms and Conditions. Signature below verifies that Bidder has read, understands, and agrees to the conditions contained herein and on all of the attachments and agenda.

Bidder hereby acknowledges receipt of Addenda Number(s) __, __, __, and __.

Representations Made Under Penalty Of Perjury. The representations herein are made under penalty of perjury. We hereby offer to sell the County the above item(s) at the prices shown and under the terms and conditions herein, attached, or incorporated by referenced.

Bidder Name (Person, Firm, Corp.)

Signature of Authorized Representative

Address

Name of Authorized Representative

City, State, Zip Code

Title of Authorized Representative

Telephone Number

Facsimile Number



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FLORENCIE PATTON, PRINCIPAL BUYER
HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

NOTIFICATION OF INTENT TO RESPOND Reference ITB # 88-21 “INMATE CLOTHING” (Return signed statement no later than 9/17/21 by 5:00 P.M.)

- () On behalf of myself/my firm/institution, I hereby certify that I/we intend to submit a response.
- () On behalf of myself/my firm/institution, I hereby certify that I/we **do not** intend to submit a response.

Authorized Signature

Individual/Institution/Firm

Title

Date

NOTE

You may email the form back to **Florencie U. Patton** underwoodf@jccal.org & **Harriett Bell** bellh@jccal.org.



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HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

NON-COLLUSION AFFIDAVIT

I, _____, an authorized agent/representative of _____ attest that the Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham ITB, and has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham ITB, or that anyone shall refrain from proposing; that the Bidder has not in any manner, directly or indirectly sought by agreement, communication or conference with anyone to fix the ITB of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the ITB price or of that of any Bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the ITB are true; and further, that the Bidder has not, directly or indirectly, submitted his/her ITB price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay any fee to any corporation, partnership, company, association, organization, ITB depository, or to any member or agent thereof, to effectuate a collusive or sham ITB.

I, the undersigned, hereby certify that I have read and understand this Non-Collusion Affidavit and guarantee complete compliance with all the terms, conditions and stipulations.

Subscribed and Sworn to
Before me this _____ day
of _____ 20____.

BY _____
Authorized Signature of Bidder Date

Print or Type Name of Bidder

Notary Public of
My Commission expires



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HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

AFFIDAVIT OF CONTRACTOR Alabama Act 2011-535

I affirm the following:

1. I will not knowingly employ, hire for employment, or continue to employ an unauthorized alien; and,
2. I affirm that the below listed Business Organization is enrolled in the E-Verify program, that the Business Organization listed below will remain enrolled in the E-Verify program during the term of the contract and that every employee that is required to be verified will be verified according to the applicable federal rules and regulations; and
3. I acknowledge that §9(e) Alabama Act 2011-535 authorizes the County to terminate this contract for a first violation of §9(a) of said Act, and requires the County to terminate this contract for a second violation of §9(a) of said Act.

Printed Name of Contract (or Authorized Representative)

Title

Signature of Contract (or Authorized Representative)

Date Signed

Name of Business Entity

Phone Number

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20_____.

NOTARY PUBLIC

My Commission Expires: _____



Jefferson County Commission Purchasing Division



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HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

JEFFERSON COUNTY, ALABAMA **EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION FORM**

Contractor/Vendor Name: _____

Address: _____

The Contractor acknowledges receipt of Jefferson County’s Equal Employment Opportunity Contractor Compliance Administrative Order (attached hereto) and certifies that it is an equal opportunity employer and agrees to the requirements of the Policy and the Equal Employment Opportunity Clause therein. It further certifies that it will require all subcontractors to execute an Equal Employment Opportunity statement and certification of compliance in accordance with Jefferson County Administrative Order 08-4 as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability or veteran status pursuant to the provisions of Title VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 1981, 1983, 1986 and all amendments thereto relative to discriminatory employment practices. The Contractor will ensure that qualified applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, age, disability or veteran status. Such action shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
2. In the event of the Contractor’s non-compliance with the equal employment opportunity clause of this contract, this contract may not be awarded or may be cancelled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further County contracts.
3. The Contractor will include the provisions of paragraph (1) in every subcontract or purchase order.
4. The Contractor shall certify to the County its compliance with this policy prior to receipt of any contract or business with the County.

The Contractor will furnish to the County, upon request, reports, notices, policies and/or information certifying compliance with this policy.

In the event of the Contractor’s non-compliance with the equal employment opportunity clause of this contract, this contract may not be awarded or may be cancelled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further County contracts.

Date

Signature

Title



Jefferson County Commission Purchasing Division



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Date: 9/3/2021
ITB No. 88-21

DEBARMENT STATEMENT

CERTIFICATION REGARDING DEBARMENT, SUSPENSIONS, AND OTHER RESPONSIBILITY MATTERS

(Executive Order 12549, Debarment and Suspension, 34 CFR Part 85)

Bidder/Offeror certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have have not within a three-year period preceding award of this contract been convicted of or had civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or Local) with commission on any of the offenses enumerated in Paragraph (b) above; and
- (d) Have have not within a three-year period preceding award of this contract had one or more public transactions (Federal, State or Local) terminated for cause of default.

Vendor Authorized Signature

Date

Typed or Printed Name

Solicitation Number



Jefferson County Commission Purchasing Division



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HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

SIGNATURE PAGE

The Jefferson County Commission, or its Agent, shall have the right to waive any informality or irregularity. Under certain limited conditions, the Purchasing Department may apply a local preference option in determining the low bid for purchases of personal property.

All provisions of this Invitation are accepted by bidder as part of any contract or purchase resulting therefrom.

Date: _____ Company Name: _____ Web Address: _____

Terms: _____ Address: _____ City: _____

County: _____ State: _____ Zip: _____ Phone: (____) _____

If Jefferson County Business License were issued to your company for the past twelve (12) months, please list numbers. _____

Vendor's Federal I.D. Number: _____

I certify that _____ has _____ has not _____ been in operation for one year at
(Company Name) (Check one)
location(s) zoned for the type of business conducted by my company at the address stated above.

DUNS #: _____

(Authorized Signature)

(Print Name)

(E-Mail Address)

Toll Free Phone: _____ Fax Number: _____

Return original bid in enclosed envelope. Authorized signature of bidder must be in ink.

Bids received in our office after the specified date and hour will not be considered.

INDICATE THE FOLLOWING ADDRESSES IF DIFFERENT FROM ABOVE:

1. BID AWARD NOTICE ADDRESS
2. PURCHASE ORDER ADDRESS
3. REMITTANCE ADDRESS (AND NAME IF DIFFERENT THAN ABOVE)



**Jefferson County Commission
Purchasing Division**



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Michael Matthews, Purchasing Agent, Ph.D., C. P. M.
FLORENCIE PATTON, PRINCIPAL BUYER
HARRIETT BELL, BUYER

Date: 9/3/2021
ITB No. 88-21

**PURCHASING ASSOCIATION OF
CENTRAL ALABAMA (PACA)
SPECIAL PROVISIONS AND
REQUIRED FORMS**

**SPECIAL PROVISIONS FOR THE
PURCHASING ASSOCIATION OF CENTRAL ALABAMA (PACA)
VENDOR CODE OF CONDUCT**

ETHICAL CODE OF CONDUCT

The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contracted supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

CUSTOMER SERVICE

The Jefferson County Commission and the Purchasing Association of Central Alabama expects 110% customer satisfaction: Resolve issues/concerns quickly, provide 24/7 point of contact/support, be personable with the members, help PACA members help themselves (i.e., train), be proactive (anticipate their needs), serve PACA members via their choice (email, telephone, face-to-face), use feedback to get better.

MARKETING MATERIAL

All marketing material/flyers must be reviewed and approved by PACA. All marketing material must reference the bid number. *Example: PACA Bid No. 40-12.* The marketing material should only promote the services outlined in the original bid. Vendors **shall not** include any other products/services provided by your company in the marketing materials.

PERMISSION TO USE MARKETING AND PRODUCT MATERIALS

Vendors hereby acknowledge and gives the Jefferson County Commission and the Purchasing Association of Central Alabama permission to post on social media platforms any and all marketing and product materials received from the vendor to facilitate education and understand the vendor's organization and products/services.

NEW PRODUCTS

Vendors are only allowed to sell products specified in the awarded bid. However, if PACA Partners request new products, email the product specifications and a quote for approval by the PACA Coordinator. Once approved, a poll is sent to the appropriate PACA group to determine their interest in purchasing the new products. If there is enough interest, the buyers will add the products to the price list. *****Note:** PACA can only add a limited number of new items to a bid to stay in compliance with the Alabama State Bid Law.

SUBSTITUTIONS

Substitution of products requirements: (1) Request for substitutions is made in writing to the Jefferson County Purchasing Department/Purchasing Association of Central Alabama within seven days of the date on which the vendor ascertains that he cannot obtain the item specified. (2) vendor is to communicate how the substituted product will impact the PACA Partners; (3) vendor will submit the difference in cost between the substituted product and the listed product to the PACA Coordinator; (4) vendor will provide a detailed analysis of the difference between bid product and the proposed product; (5) vendor will provide (a) product identification, manufacturer literature, samples if applicable, names and addresses of other end users where the substituted product has been used; (b) name and address of the manufacturer (6) Accurate cost data comparing proposed substitution with specified product.

PARTNER COMPLAINTS

It is the joint responsibility of the PACA Team and the vendor(s) to work collaboratively to ensure PACA partners' complaints are resolved quickly. The vendor's response time to partner complaints shall be within the time frame of 48 hours. Beyond this time frame, notify the PACA Team to assist with a resolution acceptable to the PACA member and the vendor.

USAGE REPORT REQUIREMENTS

At no cost to the County, the Contractor shall be required to provide quarterly, bi-annual, and annual usage reports or reports as requested by Jefferson County Commission/PACA. Annual usage reports are required when renewal options are exercised and agreed upon. The reports will include purchase/spend information for; Jefferson County Commission Departments, Jefferson County Commission Entities (EMA, Personnel Board, Sheriff's Office) and Purchasing Association of Central Alabama partners. Report categories will include, but will not be limited to customer name, date of purchase, item description, quantity, dollar value, aggregate sales to date for each customer, customer savings and other such information as requested by Jefferson County Purchasing Division/PACA. Excel and PDF are the preferred electronic media for these reports. Failure to provide the requested reports will be deemed as an event of default.

EVENTS

Vendors can plan and host events in person or virtually. Vendors can market to all PACA members or a select group. PACA will assist in promoting and setting up contact with the target audience.

PACA PARTNER CONTACT INFORMATION

PACA does not share contact information or email distribution list at the request of our partners. ****Please note** Vendors will not be prohibited from making contact on their own via phone calls, emails, or other means. Therefore, it is the responsibility of the vendor to obtain member contact information. Again, PACA does not share contact information or distribution list.**

WEBSITE

Current PACA partners and their county locations are listed on the website, <http://paca.jccal.org>.

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**PURCHASING ASSOCIATION OF CENTRAL ALABAMA
TO ALL BIDDERS:**

The attached ITB/RFP presents a cooperative bid/proposal for the Purchasing Association of Central Alabama (PACA) partners below:

Alabama School of Fine Arts	Gardendale, City of	Mountain Brook Board of Education
Alabaster Board of Education	Glennwood Fire District	Muscle Shoals City Schools
Andalusia City Schools	Greene County Schools	Navigate Affordable Housing Partners
Arab City Board of Education	Guntersville City Schools	North Shelby Fire Department
Auburn City Schools	Hale County Board of Education	Oneonta City Board of Education
Bessemer, City of	Haleyville City Schools	Oxford City Schools
Bessemer Board of Education	Harpersville, Town of	Palmerdale Fire Department
Bibb County Board of Education	Helena, City of	Pelham, City of
Birmingham, City of	Homewood, City of	Pelham Board of Education
Birmingham Board of Education	Homewood Board of Education	Pell City School System
Birmingham-Jefferson Civic Center	Hoover, City of	Pickens County Board of Education
Birmingham Public Library	Hoover City Board of Education	Pike Road Board of Education
Blount County Board of Education	Hueytown, City of	Pinson, City of
Butler County Schools	Indian Ford Fire District	Phenix City Board of Education
Calera, City of	Irondale, City of	Pleasant Grove, City of
Center Point, City of	Jasper City Schools	Randolph County Board of Education
Center Point Fire District	Jefferson County 911 Emergency	Roanoke City Schools
Chambers County Board of Education	Communications District Inc	Rocky Ridge Fire/Rescue
Chilton County Board of Education	Jefferson County Association of	Russellville City Schools
Chilton-Shelby Mental Health Center	Fire Departments	Scottsboro City Schools
dba Central Alabama Wellness	Jefferson County Board of Education	Sheffield City Schools
Choctaw County Board of Education	Jefferson County Economic & Industrial	Shelby County Board of Education
Clanton, City of	Development Authority (JCEIDA)	St. Clair County Board of Education
Clay, City of	Jefferson County Housing Authority	Talladega City Schools
Clarke County Schools	Jefferson County Library Coop	Talladega County Schools
Cleburne County Schools	Jefferson State Community College	Tallapoosa County Schools
Concord Fire Department	Jemison, City of	Tallassee City Schools
CGMH Authority	Kimberly, Town of	Tarrant, City of
Coosa County Schools	Lamar County Schools	Tarrant City Board of Education
Cullman City Schools	Lanett City Schools	Thomasville City Schools
Cullman County Schools	Lawson State Community College	Trussville Board of Education
DeKalb County Schools	Lee County Schools	Trussville, City of
Demopolis City Schools	Leeds Board of Education	Tuscaloosa City Schools
Elmore County Board of Education	Leeds, City of	Tuscaloosa County Board of Education
Etowah County Board of Education	Marengo County Schools	Tuscumbia City Schools
Fairfield Board of Education	Marion County Schools	Vestavia Hills, City of
Fayette County Schools	Midfield, City of	Vestavia Hills Board of Education
Florence City Schools	Midfield Board of Education	Walker County Board of Education
Forestdale Fire Department	Minor Heights Fire Department	Warrior, City of
Franklin County Schools	Morgan County Board of Education	Warrior River Fire & Rescue Service
Fultondale, City of	Morris, Town of	Winfield County Schools
Gadsden City Board of Education	Mountain Brook, City of	Winston County Schools

A list of current partners of the cooperative can be found on the website at <http://www.paca.jccal.org>

Other government entities and all school systems within Jefferson County and other counties of Alabama as choose to be governed by the provisions of the Association may elect to participate in this cooperative bid. Vendors must agree that if any additional government entity does join the Association, vendors shall honor prices on this Invitation to Bid for those additional entities that may join the Association.

ITB #: 88-21

Commodity: 20049

Principal Buyer: Florencie U. Patton Buyer: Harriett Bell

Telephone: (205) 714-3747 & (205) 325-8702

The proposal award will be made by the Jefferson County Commission on behalf of the Association in accordance with the provisions of the intergovernmental agreement between the Jefferson County Commission and the partners of the Association. Each participating governmental entity of the Association will be responsible for issuing its own purchase orders, delivery instructions, invoicing, insurance requirements, and issue its own tax exemption certificate as required by vendors.

This cover letter is considered an integral part of this Invitation to Bid/Request for Proposal document and shall be included by reference into any contract.

Acknowledged by

Vendor Name

Authorized Signature/Title

Purchasing Association of Central Alabama/PACA Partners by County

Bibb County

Bibb County Schools

Blount County

Blount County Board of Education
Oneonta City Board of Education

Butler County

Butler County Schools

Calhoun County

Oxford City Schools

Chambers County

Chambers County Board of Education
Lanett City Schools

Chilton County

Chilton County Board of Education
Chilton-Shelby Mental Health Center dba
Central Alabama Wellness
City of Clanton
City of Jemison

Choctaw County

Choctaw County Board of Education

Clarke County

Clarke County Schools
Thomasville City Schools

Cleburne County

Cleburne County Schools

Colbert County

Muscle Shoals City Schools
Sheffield City Schools
Tuscumbia City Schools

Coosa County

Coosa County Schools

Covington County

Andalusia City Schools

Cullman County

Cullman City Schools
Cullman County Schools

DeKalb County

DeKalb County Schools

Elmore County

Elmore County Schools
Tallassee City Schools

Etowah County

Etowah County Board of Education
Gadsden City Board of Education

Fayette County

Fayette County Schools

Franklin County

Franklin County Schools

Greene County

Greene County Schools

Hale County

Hale County Schools

Jackson County

Scottsboro City Schools

Jefferson County

Alabama School of Fine Arts
Bessemer Board of Education
City of Bessemer
Birmingham Board of Education
City of Birmingham
Birmingham Jefferson Civic Center
Birmingham Public Library
Center Point Fire District
City of Center Point
City of Clay
Concord Fire District
CMGH Healthcare Authority
Fairfield Board of Education
Forestdale Fire District
City of Fulndale
City of Gardendale
Glennwood Fire District
Homewood Board of Education
City of Homewood
Hoover City Board of Education
City of Hoover
City of Hueytown
Indian Ford Fire District
City of Irondale
Jefferson County 911 Emergency Communications
District, Inc.
Jefferson County Association of Fire Departments
Jefferson County Board of Education
Jefferson County Economic & Industrial
Development Authority (JCEIDA)
Jefferson County Housing Authority
Jefferson County Library Cooperative
Jefferson State Community College
City of Kimberly
Lawson State Community College
Leeds Board of Education
City of Leeds
Midfield Board of Education
City of Midfield
Minor Heights Fire Department
Town of Morris
Mountain Brook Board of Education
City of Mountain Brook
Navigate Affordable Housing Partners
Palmerdale Fire Department
City of Pelham (includes Civic Center & Water
Department)
City of Pinson
City of Pleasant Grove
Rocky Ridge Fire/Rescue
Tarrant City Board of Education
City of Tarrant
City of Trussville
Trussville Board of Education
Vestavia Hills Board of Education
City of Vestavia Hills
Warrior River Fire & Rescue Service
City of Warrior

Lamar County

Lamar County Schools

Lauderdale County

Florence City Schools

Lee County

Auburn City Schools
Lee County Schools

Marengo County

Demopolis City Schools
Marengo County Schools

Marion County

Marion County Schools
Winfield City Schools

Marshall County

Arab City Board of Education
Guntersville City Schools

Montgomery County

Pike Road Board of Education

Morgan County

Morgan County Board of Education

Pickens County

Pickens County Board of Education

Randolph County

Randolph County Board of Education
Roanoke City Schools

Russell County

Phenix City Board of Education

Shelby County

Alabaster Board of Education
City of Calera
Town of Harpersville
City of Helena
North Shelby Fire Department
Pelham Board of Education
Shelby County Schools

St. Clair County

Pell City Board of Education
St. Clair County Schools

Talladega County

Talladega City Schools
Talladega County Board of Education

Tallapoosa County

Tallapoosa County Schools

Tuscaloosa County

Tuscaloosa City Schools
Tuscaloosa County Board of Education

Walker County

Jasper Board of Education
Walker County Board of Education

Winston County

Haleyville City Schools
Winston County Board of Education

Purchasing Association Of Central Alabama (PACA) Listing For School Districts and Colleges

ALABAMA SCHOOL OF FINE ARTS

ALABASTER CITY SCHOOL DISTRICT

Creek View Elementary School
Meadow View Elementary School
Thompson Intermediate School
Thompson Middle School
Thompson High School

ANDALUSIA CITY SCHOOL DISTRICT

Andalusia Elementary School
Andalusia Junior High School
Andalusia High School

ARAB CITY SCHOOL DISTRICT

Arab Elementary School
Arab Junior High School
Arab High School
Arab Primary School

AUBURN CITY SCHOOL DISTRICT

Auburn Early Education School
Auburn High School
Auburn Junior High School
East Samford School
Drake Middle School
Cary Woods Elementary School
Creekside Elementary School
Dean Road Elementary School
Ogletree Elementary School
Pick Elementary School
Richland Elementary School
Wright Mill Road Elementary School
Yarborough Elementary School

BESSEMER CITY SCHOOL DISTRICT

Abrams Elementary School
Bessemer City Middle School
Bessemer Center for Technology
Bessemer City High School
Charles F. Hard Elementary School
Greenwood Elementary School
Jonesboro Elementary School
New Horizon Alternative School
Westhills Elementary School

BIBB COUNTY SCHOOL DISTRICT

Bibb County Career Academy
Bibb County High School
Brent Elementary School
Centreville Middle School
Randolph Elementary School
West Blocton Elementary School
West Blocton High School
West Blocton Middle School
Woodstock Elementary School

BIRMINGHAM CITY SCHOOL DISTRICT

A H Parker High School
Avondale Elementary School
Barrett Elementary School
Bertram A. Hudson K-8 School
Booker T. Washington K-8 School
Bush Hills STEAM Academy
Central Park Elementary School
Charles A. Brown Elementary School
Dupuy Alternative School
Epic Alternative School
Ernest F. Bush K-8 School
George W. Carver High School
Glen Iris Elementary School
Green Acres Middle School
Hayes K-8 School
Hemphill Elementary School

Henry J. Oliver Elementary School
Huffman Academy
Huffman High School
Huffman Middle School
Inglenook Pre-K-8 School
John Herbert Phillips Academy
Jones Valley Middle School
L. M. Smith Middle School
Malachi Wilkerson Middle School
Martha Gaskins Elementary School
Minor Elementary School
Norwood Elementary School
Ossie Ware Mitchell Middle School
Oxmoor Valley Elementary School
P. D. Jackson-Olin High School
Prince Alternative Elementary
Ramsay High School
Richard Arrington Jr Elementary School
Robinson Elementary School
South Hampton K-8 School
Sun Valley Elementary School
Tuggle Elementary School
W. E. Putnam Middle School
Wenonah High School
West End Academy
William J Christian K-8 School
Woodlawn High School
Wylam Elementary School

BLOUNT COUNTY SCHOOL DISTRICT

Appalachian High School
Blount County Career Technical Center
Blount County Learning Center
Blountsville Elementary School
Cleveland Elementary School
Cleveland High School
Hayden Elementary School
Hayden High School
Hayden Middle School
Hayden Primary School
J. B. Pennington High School
Locust Fork High School
Southeastern School
Susan Moore Elementary

BUTLER COUNTY SCHOOL DISTRICT

Greenville Elementary School
Greenville High School
Greenville Middle School
W. O. Parmer Elementary School
Georgiana School
McKenzie School

CHAMBERS COUNTY SCHOOL DISTRICT

Eastside Elementary School
Fairfax Elementary School
Five Points School
Huguley Elementary School
Inspire Academy
John P Powell Middle School
Lafayette High School
Lafayette Lanier Elementary School
Bob-Harding Shawmut Elementary School
Valley High School
W F Burns Middle School

CHILTON COUNTY SCHOOL DISTRICT

Chilton County High School
Clanton Elementary School
Clanton Intermediate School
Clanton Middle School
Isabella High School
Jemison Elementary School
Jemison High School

Jemison Intermediate School
Jemison Middle School
LeCroy Career Technical Center
Maplesville High School
PASS Academy
Thorsby High School
Verbena High School

CHOCTAW COUNTY SCHOOL DISTRICT

Choctaw County Elementary School
Southern Choctaw Elementary School
Choctaw County High School
Southern Choctaw High School

CLARKE COUNTY SCHOOL DISTRICT

Gilmore Elementary School
Grove Hill Elementary School
Jackson Intermediate School
Jackson Middle School
Wilson Hall Middle School
Jackson High School
Clarke County High School

CLEBURNE COUNTY SCHOOL DISTRICT

Cleburne County Career Technical School
Cleburne County Elementary School
Cleburne County Middle School
Cleburne County High School
Fruithurst Elementary School
Pleasant Grove Elementary School
Ranburne Elementary School

COOSA COUNTY SCHOOL DISTRICT

Central Elementary School
Central High School

CULLMAN CITY SCHOOLS

Cullman City Head Start
Cullman City Primary School
Cullman High School
Cullman Middle School
East Elementary School
West Elementary School

CULLMAN COUNTY SCHOOL DISTRICT

Cold Springs Elementary School
Fairview Elementary School
Good Hope Elementary School
Good Hope Primary School
Hanceville Elementary School
Harmony School
Holly Pond Elementary School
Parkside School
Vinemont Elementary School
Walti Elementary School
West Point Elementary School
Fairview Middle School
Good Hope Middle School
Hanceville Middle School
Holly Pond Middle School
Vinemont Middle School
West Point Middle School
Cold Springs High School
Fairview High School
Good Hope High School
Hanceville High School
Holly Pond High School
Vinemont High School
West Point High School
West Point Intermediate School
Child Development Center
Cullman Area Technology Academy
Fast Track For Industry

DEKALB COUNTY SCHOOL DISTRICT

Collinsville School
 Crossville High School
 Crossville Middle School
 Crossville Elementary School
 DeKalb County Technology Center
 Fyffe High School
 Geraldine High School
 Henager Junior High School
 Ider High School
 Moon Lake Elementary School
 Plainview High School
 Ruhama Junior High School
 Sylvia High School
 Valley Head High School

DEMOPOLIS CITY SCHOOL DISTRICT

Demopolis Middle School
 Demopolis High School
 U. S. Jones Elementary School
 Westside Elementary School

ELMORE COUNTY SCHOOL DISTRICT

Airport Road Intermediate School
 Coosada Elementary School
 Eclectic Elementary School
 Eclectic Middle School
 Elmore County High School
 Elmore County Technical Center
 Holtville Elementary School
 Holtville High School
 Holtville Middle School
 Millbrook Middle School
 Redland Elementary School
 Stanhope Elmore High School
 The EDGE-Virtual School
 Wetumpka Elementary School
 Wetumpka High School
 Wetumpka Middle School

ETOWAH COUNTY SCHOOL DISTRICT

Carlisle Elementary School
 Duck Springs Elementary School
 Gaston Elementary School
 Glencoe Elementary School
 Highland Elementary School
 Hokes Bluff Elementary School
 Ivalee Elementary School
 John S Jones Elementary School
 Southside Elementary School
 West End Elementary School
 Whitesboro Elementary School
 Glencoe Middle School
 Hokes Bluff Middle School
 Rainbow Middle School
 Sardis Middle School
 Gaston High School
 Glencoe High School
 Hokes Bluff High School
 Sardis High School
 Southside High School
 West End High School
 The Learning Center
 Career Technical Center
 Elementary Refocus Center
 Secondary Refocus Center

FARIFIELD CITY SCHOOL DISTRICT

Forest Hills Community Development Center
 C. J. Donald Elementary School
 Glen Oaks Elementary School
 Robinson Elementary School
 Fairfield High Preparatory School

FAYETTE COUNTY SCHOOL DISTRICT

Berry Elementary School
 Berry High School
 Fayette County High School
 Fayette Elementary School
 Fayette Middle School
 Hubbertville School

FLORENCE CITY SCHOOL DISTRICT

Florence Freshman Center
 Florence High School
 Florence Middle School
 Forest Hills Elementary School
 Harlan Elementary School
 Hibbett Intermediate School
 Kilby Laboratory School
 Virtual School
 Weeden Elementary School
 W. C. Handy School

FRANKLIN COUNTY SCHOOL DISTRICT

Belgreen High School
 East Franklin Junior High School
 Franklin County Career Technical Center
 Phil Campbell Elementary School
 Phil Campbell High School
 Red Bay Elementary School
 Red Bay High School
 Tharptown Elementary School
 Tharptown High School
 Vina High School

GADSDEN CITY SCHOOL DISTRICT

Oscar Adams Elementary School
 Donehoo Elementary School
 Eura Brown Elementary School
 George W. Floyd Elementary School
 R. A. Mitchell Elementary School
 Striplin Elementary School
 Ray Thompson Elementary School
 Walnut Park Elementary School
 Secondary Alternative School
 Gadsden City High School
 Emma Sansom Middle School
 Gadsden Middle School
 Litchfield Middle School

GREENE COUNTY SCHOOL DISTRICT

Alternative Learning Academy
 Eutaw Primary School
 Greene County Career Center
 Greene County High School
 Robert Brown Middle School

GUNTERSVILLE CITY SCHOOL DISTRICT

Cherokee Elementary School
 Guntersville Elementary School
 Guntersville High School
 Guntersville Middle School

HALE COUNTY SCHOOL DISTRICT

Greensboro Elementary School
 Moundville Elementary School
 Greensboro High School
 Hale County High School
 Greensboro Middle School
 Hale County Middle School
 Hale County College and Career Academy

HALEYVILLE CITY SCHOOL DISTRICT

Haleyville Center of Technology
 Haleyville Elementary School
 Haleyville High School

Haleyville Middle School

HOMEWOOD CITY SCHOOL DISTRICT

Edgewood Elementary School
 Hall-Kent Elementary School
 Homewood High School
 Homewood Middle School
 Shades Cahaba Elementary School

HOOVER CITY SCHOOL DISTRICT

Berry Middle School
 Bluff Park Elementary School
 Brock's Gap Intermediate School
 Bumpus Middle School
 Deer Valley Elementary School
 Green Valley Elementary School
 Greystone Elementary School
 Gwin Elementary School
 Hoover High School
 International Baccalaureate
 RC3-Riverchase Connection Center
 Riverchase Elementary School
 Rocky Ridge Elementary School
 Shades Mountain Elementary School
 Simmons Middle School
 South Shades Crest Elementary School
 Spain Park High School
 Trace Crossings Elementary School

JASPER BOARD OF EDUCATION

Jasper High School
 Jasper Junior High School
 Maddox Intermediate School
 Memorial Park Elementary School
 T. R. Simmons Elementary School

JEFFERSON COUNTY SCHOOL DISTRICT

Adamsville Elementary School
 Bagley Elementary School
 Bragg Middle School
 Brighton School
 Brookville Elementary School
 Bryan Park Elementary School
 Burkett Center
 Center Point Elementary School
 Center Pointe High School
 Chalkville Elementary School
 Clay Elementary School
 Clay-Chalkville High School
 Clay-Chalkville Middle School
 Concord Elementary School
 Corner High School
 Comer Middle School
 Crumley Chapel Elementary School
 Erwin Intermediate School
 Erwin Middle School
 Fultondale Elementary School
 Fultondale High School
 Gardendale Elementary School
 Gardendale High School
 Grantswood Community Elementary School
 Hillview Elementary School
 Hueytown High School
 Hueytown Intermediate School
 Hueytown Middle School
 Hueytown Primary School
 Irondale Community School
 Irondale Middle School
 Jefferson County International Baccalaureate
 Irondale Campus (JCIB)
 Jefferson County International Baccalaureate
 Pleasant Grove Campus (JCIB)
 Jefferson County Counseling & Learning Center
 Jefferson County Virtual Academy of Learning

Johnson Elementary School
Lipscomb Elementary School
McAdory Elementary School
McAdory High School
McCalla Elementary School
Minor Community School
Minor High School
Minor Middle School
Mortimer Jordan High School
Mount Olive Elementary School
North Highland Elementary School
North Jefferson Middle School
Oak Grove Elementary School
Oak Grove High School
Pinson Elementary School
Pinson High School
Pleasant Grove Elementary School
Pleasant Grove High School
Rudd Middle School
Shades Valley High School
Snow Rogers Elementary School
Warrior Elementary School
West Jefferson Elementary School

JEFFERSON STATE COMMUNITY COLLEGE

Jefferson Campus
Chilton-Clanton Campus
Shelby-Hoover Campus
St. Clair-Pell City Campus

LAMAR COUNTY SCHOOL DISTRICT

Lamar County School of Technology
LCHS & Vernon Intermediate School
South Lamar School
Sulligent School
Vernon Elementary School

LANETT CITY SCHOOL DISTRICT

W. O. Lance Elementary School
Lanett Junior High School
Lanett High School

LAWSON STATE COMMUNITY COLLEGE

Bessemer Campus
Birmingham Campus

LEE COUNTY SCHOOL DISTRICT

Beauregard Elementary School
Beauregard High School
Beulah Elementary School
Beulah High School
East Smiths Station elementary School
Loachapoka Elementary School
Loachapoka high School
Sanford Middle School
Smiths Station Freshman Center
Smiths Station Junior High School
Smiths Station High School
South Smiths Station Elementary School
Wacochee Elementary School
West Smiths Station Elementary School

LEEDS CITY SCHOOL DISTRICT

Leeds Primary School
Leeds Elementary School
Leeds Middle School
Leeds High School

MARENGO COUNTY SCHOOLS

Amelia Love Johnson High School
Marengo High School
Sweet Water High School

MARION COUNTY SCHOOL DISTRICT

Brilliant School
Guin Elementary School
Hackleburg Elementary School
Hackleburg High School
Hamilton Elementary School
Hamilton Middle School
Hamilton High School
Marion County High School
Phillips Elementary School
Phillips High School

MIDFIELD CITY SCHOOL DISTRICT

Midfield Elementary School
Midfield High School
Rutledge Middle School

MORGAN COUNTY SCHOOL DISTRICT

Brewer High School
Cotaco School
Danville High School
Danville-Neel Elementary School
Eva School
Falkville Elementary School
Falkville High School
Lacey's Spring School
Priceville Elementary School
Priceville High School
Priceville Junior High School
Sparkman High School
Technology park
Union Hill School
West Morgan Elementary School
West Morgan High School
West Morgan Middle School

MOUNTAIN BROOK CITY SCHOOL DISTRICT

Brookwood Forest Elementary School
Cherokee Bend Elementary School
Crestline Elementary School
Mountain Brook Elementary School
Mountain Brook High School
Mountain Brook Junior High School

MUSCLE SHOALS CITY SCHOOL DISTRICT

Highland Park Elementary School
Howell Graves Preschool
McBride Elementary School
Muscle Shoals Career Academy
Muscle Shoals High School
Webster Elementary School

ONEONTA CITY SCHOOL DISTRICT

Oneonta Elementary School
Oneonta High School
Oneonta Middle School

OXFORD CITY SCHOOL DISTRICT

C. E. Hanna Elementary School
Coldwater Elementary School
DeArmanville Elementary School
Oxford Elementary School
Oxford High School
Oxford Middle School

PELHAM CITY SCHOOL DISTRICT

Pelham High School
Pelham Oaks Elementary School
Pelham Park Middle School
Pelham Ridge Elementary School

PELL CITY SCHOOL DISTRICT

Coosa Valley Elementary School

Duran North Junior High School
Eden Elementary School
Iola Roberts Elementary School
Pell City High School
Walter M Kennedy Elementary School
Williams Intermediate School

PICKENS COUNTY SCHOOL DISTRICT

Aliceville Elementary School
Aliceville High School
Aliceville Middle School
Gordo Elementary School
Gordo High School
Pickens County College and Career Center
Pickens County High School
Reform Elementary School

PIKE ROAD SCHOOL DISTRICT

Pike Road Elementary School
Pike Road Intermediate School
Pike Road Junior High School
Pike Road High School

PHENIX CITY SCHOOL DISTRICT

Central High School
Central Freshman Academy
South Girard School
Phenix City Intermediate School
Lakewood Elementary School
Lakewood Primary School
Meadowlane Elementary School
Phenix City Elementary School
Ridgecrest Elementary School
Sherwood Elementary School
Westview Elementary School
Virtual Learning Academy

RANDOLPH COUNTY SCHOOL DISTRICT

Randolph County High School
Randolph-Roanoke Career Tech Center
Rock Mills Junior High School
Wadley High School
Wedowee Elementary School
Wedowee Middle School
Woodland Elementary School
Woodland High School

ROANOKE CITY SCHOOL DISTRICT

Handley High School
Handley Middle School
Knight Enloe Elementary School

RUSSELLVILLE CITY SCHOOL DISTRICT

West Elementary School
Russellville Elementary School
Russellville Middle School
Russellville High School

SCOTTSBORO CITY SCHOOL DISTRICT

Nelson Elementary School
Caldwell Elementary School
Collins Intermediate School
Scottsboro Junior High School
Scottsboro High School

SHEFFIELD CITY SCHOOL DISTRICT

W. A. Threadgill Primary School
L. E. Willson Elementary School
Sheffield Junior High School
Sheffield High School

SHELBY COUNTY SCHOOL DISTRICT

Calera Elementary School
Calera Intermediate School

Calera Middle School
Calera High School
Chelsea Park Elementary School
Forest Oaks Elementary School
Mt. Laurel Elementary School
Chelsea Middle School
Chelsea High School
Elvin Hill Elementary School
Shelby Elementary School
Wilsonville Elementary School
Columbiana Middle School
Shelby County High School
Helena Elementary School
Helena Intermediate School
Helena Middle School
Helena High School
Montevallo Elementary School
Montevallo High School
Montevallo Middle School
Inverness Elementary School
Oak Mountain Elementary School
Oak Mountain Intermediate School
Oak Mountain Middle School
Oak Mountain High School
Vincent Elementary School
Vincent Middle High School
Career Technical Educational Center
Linda Nolen Learning
New Direction
Success Program

ST. CLAIR COUNTY SCHOOL DISTRICT

Ashville Elementary School
Ashville Middle School
Ashville High School
Eden Career Technical Center
Margaret Elementary School
Moody Elementary School
Moody High School
Moody Junior High School
Moody Middle School
Odenville Elementary School
Odenville Intermediate School
Odenville Middle School
St. Clair County High School
Ragland High School
Springville Elementary School
Springville Middle School
Steele Junior High School
Virtual Preparatory Academy
Ruben Yancy Alternative School

TALLADEGA CITY SCHOOL DISTRICT

Graham Elementary School
Houston Elementary School
Salter Elementary School
Young Elementary School
Zora Ellis Junior High School
Talladega High School
Career Tech

TALLADEGA COUNTY SCHOOL DISTRICT

A.H. Watwood Elementary School
B.B. Comer Elementary School
B.B. Comer Memorial High School
Charles R. Drew Middle School
Childersburg Elementary School
Childersburg High School
Childersburg Middle School
Fayetteville High School
Genesis Alternative School
Lincoln Elementary School
Lincoln High School
Munford Elementary School

Munford High School
Munford Middle School
Stemley Road Elementary School
Sycamore Elementary School
Talladega County Central High School
Winterboro High School

TALLAPOOSA COUNTY SCHOOL DISTRICT

Dadeville Elementary School
Dadeville High School
Horseshoe Bend School
Reeltown Elementary School
Reeltown High School
Edward Bell Career Technical Center

TALLASSEE CITY SCHOOL DISTRICT

Tallassee Elementary School
Southside Middle School
Tallassee High School
TARRANT CITY SCHOOL DISTRICT
Tarrant Elementary School
Tarrant High School
Tarrant Intermediate School

THOMASVILLE CITY SCHOOL DISTRICT

Bulldog Academy
Liberty Drive Elementary School
Thomasville High School
Thomasville Middle School
Thomasville Primary School

TRUSSVILLE CITY SCHOOL DISTRICT

Cahaba Elementary School
Hewitt-Trussville High School
Hewitt-Trussville Middle School
Magnolia Elementary School
Paine Elementary School

TUSCALOOSA CITY SCHOOL DISTRICT

Arcadia Elementary School
Central Elementary School
Central High School
Eastwood Middle School
Martin Luther King Jr Elementary School
Northridge High School
Northridge Middle School
Oakdale Elementary School
Paul W. Bryant High School
Rock Quarry Elementary School
Skyland Elementary School
Southview Elementary School
STARS Academy
The Alberta School of Performing Arts
Tuscaloosa Career & Technology Academy
Tuscaloosa Magnet Schools – Elementary
Tuscaloosa Magnet Schools – Middle
University Place Elementary School
Verner Elementary School
Westlawn Middle School
Woodland Forrest Elementary School

TUSCALOOSA COUNTY SCHOOL DISTRICT

Big Sandy Elementary School
Brookwood Elementary School
Brookwood High School
Brookwood Middle School
Buhl Elementary School
Collins-Riverside Middle School
Cottdonale Elementary School
Crestmont Elementary School
Davis-Emerson Middle School
Duncanville Middle School
Echols Middle School
Englewood Elementary School
Faucett-Vestavia Elementary School

Flatwoods Elementary School
Hillcrest High School
Hillcrest Middle School
Holt Elementary School
Holt High School
Huntington Place Elementary School
Lake View Elementary School
Lloyd Wood Education Center
Matthews Elementary School
Maxwell Elementary School
Myrtlewood Elementary School
Northport Elementary School
Northside High School
Northside Middle School
Sipsey Valley High School
Sipsey Valley Middle School
Taylorville Primary School
Tuscaloosa County High School
Vance Elementary School
Walker Elementary School
Westwood Elementary School

TUSCUMBIA CITY SCHOOL DISTRICT

G. W. Trenholm Primary School
R. E. Thompson Intermediate School
Deshler Career Technical Center
Deshler Middle School
Deshler High School

VESTAVIA HILLS CITY SCHOOL DISTRICT

Vestavia Hills Elementary Cahaba Heights
Vestavia Hills Elementary Dolly Ridge
Vestavia Hills Elementary East
Vestavia Hills Elementary Liberty Park
Vestavia Hills Elementary West
Vestavia Hills High School
Liberty Park Middle School
Louis Pizitz Middle School

WALKER COUNTY SCHOOL DISTRICT

Bankhead Middle School
Carbon Hill Elementary
Carbon Hill High School
Carbon Junior High School
Cordova Elementary School
Cordova High School
Curry Elementary School
Curry High School
Dora High School
Lupton Junior High School
Oakman High School
Oakman Middle School
Parrish Elementary School
Parrish Middle School
Sumiton Elementary School
Sumiton Middle School
Valley Junior High School
Walker County Center of Technology

WINFIELD CITY SCHOOL DISTRICT

Winfield Elementary School
Winfield High School
Winfield Middle School

WINSTON COUNTY SCHOOL DISTRICT

Addison Elementary School
Addison High School
Lynn Elementary School
Lynn High School
Meek Elementary School
Meek High School
Double Springs Elementary School
Double Springs Middle School
Winston County High School