

SECTION 4

SPECIFIC SPECIFICATIONS AND SPECIAL CONDITIONS FOR EVENT# 3489 – BALLISTIC VESTS SPECS

- 4.0 The purpose of these specifications is to describe the requirements for concealable ballistic armor vests, including carriers, for the Savannah Chatham Metropolitan Police Department (SCMPD).

To submit pricing electronically for this event, enter pricing for each line item shown under the lines tab on the event summary. To enter pricing manually, complete the attached bid proposal form. Bids must be submitted on the bid proposal forms contained in these specifications in order to be considered.

A pre-bid conference has been scheduled to be conducted at the Purchasing Department, City Hall, third floor, 2 East Bay Street, Savannah, Georgia. This meeting will allow contractors to discuss the specifications and resolve any questions and/or misunderstandings that may arise with City staff. You are invited to attend.

4.1 **NIJ Certification - Male & Female Vests**

Vest shall comply with the latest requirements of the voluntary NIJ-STD 2006 Interim Requirements and be certified with the new 2006 IR Standard using Form IR3A.

4.2 **Vest Panel Covering Materials - Male & Female Vests**

The ballistic panel cover shall be 100% polyflex material combined with 100% waterproof laminate. Ballistic panels shall be permanently sealed in 100% waterproof cover by means of ultrasonic welding. Using agency may at any time request material test reports for the above materials performance.

- 4.3 Body armor shall be threat level II and must be made to accommodate both male and female officers.

4.4 **Detailed Specifications & Standards - Male Ballistic Vest**

4.4.1 Body armor shall be Safariland Xtreme XT, model style-BA-2000S-XT02 and shall be manufactured according to the American Body Armor NIJ 2006 Interim Requirements Level (Illinois). No equals shall be considered.

4.4.2 Closure system shall be six (6) point elastic and velcro and four (4) point wide wrap.

4.4.3 Ballistic material shall be XT Dyneema, hybrid technology.

4.4.4 Ballistic capabilities (IIA) shall be nine millimeter (9MM), 1670 feet per second and -.357 Magnum 1662 feet per second.

4.4.5 Ballistic weight (per square foot) shall be 13.6 oz.

4.4.6 Plate pocket size shall be five inches (5") x eight inches (8").

4.4.7 Plate type shall be soft trauma.

4.4.8 Ballistic panel cover material shall be breathable and water resistant.

4.4.9 Sizes shall range from small to 6X large, 34-60.

4.4.10 Vest lengths shall come in short, regular, and long.

4.4.11 Style shall be front wrap (front to back wrap- full side protection).

4.5 **Removable Carrier – Male Ballistic Vest**

The machine washable carrier shall be removable from the ballistic panels for laundering. The carrier systems body side fabric shall consist of poly/cotton with akwadyne (or an approved equivalent). Poly/cotton shall be on the exterior half of the carrier and moisture-wicking akwadyne (or an approved equal) mesh shall be on the body side of carrier to allow for airflow and evaporation.

4.5.1 The interior of the carrier at the shoulders shall have attachment point made of low profile loop to allow for internal suspension of the ballistic panel via tabs of hook. The two inch (2") hook (Miii-F21840) shall be neatly and squarely cut from roll stock in long enough lengths to assure a wide range of vest adjustment to accommodate wearer or fatigue. Carrier shall be manufactured from a dimensionally stable first quality material with less than five percent (5%) shrinkage. The outer side of the carrier shall be manufactured from first quality super-suede micro-fiber, and have a soil resistant finish. All fabrics shall have no visible fabric or color flaws.

4.5.2 Each vest shall be supplied with two (2) vest carriers in navy blue. Concealed, no substitutes will be accepted.

4.6 **Panel Access – Male Ballistic Vest**

4.6.1 Removable ballistic panels shall be accessible through Velcro opening. There shall be no zipper next to skin.

4.6.2 The manufacturer shall warranty the ballistic panels for five (5) years after date of issuance. The ballistic panels shall prevent the penetration of labeled projectiles as per NIJ designated velocities and test methods (NIJ Standard 0101.06).

- 4.7 Ballistic insert materials on male vests shall be designed to accommodate and also include a five inch (5") x eight inch (8") soft strike plate for increased trauma and sharp instrument protection over the vital heart area.

Ballistic inserts on male vests shall be surface with a permanent protective kevlar and nylon spall shield that is at least one-sixteenth inch (1/16") thick. This protective surface must effectively contain all projectile fragments and deflections and may not degrade from repeated bending or the aging process.

4.8 **Vest Labels – Male Ballistic Vest**

A label must be fixed on individual body armor stating the following:

- 4.8.1 Name of manufacturer
- 4.8.2 Threat level and NJI 2006 Interim Requirements
- 4.8.3 Date of manufacture
- 4.8.4 Size
- 4.8.5 Serial number
- 4.8.6 Model of vest
- 4.8.7 Officer's name
- 4.8.8 Care instructions

4.9 **Measurement and Fitting – Male Ballistic Vest**

Individual measurements shall be taken by an authorized factory trained representative. Vest shall be fitted according to the specifications below.

- 4.9.1 Authorized factory trained representative shall measure individuals according to ballistic vest standard guidelines to include:

- a) Full chest measurement
- b) Mid-abdomen measurement
- c) Waste measurement
- d) Clavicle-to-belt measurement
- e) Front vertical measurement
- f) Back measurement

- 4.9.2 The bottom edge of the front ballistic panels should just touch the highest waist belt when the wearer is relaxed or in a seated position.

- 4.9.3 The bottom edge of the rear ballistic panel should be within one (1) to two (2) inches of the highest waist belt when the wearer is in the standing position.
- 4.9.4 Hours for measurement for local and non-local suppliers shall measure at SCMPD quartermaster's office on Monday-Friday 8 a.m. - 4 p.m. (Four hour block).
- 4.10 **Male Vest Tactical Assault Carrier - Clean:** Rugged 1000-denier Cordura® nylon exterior material for lasting durability, Non-abrasive hexagon Ripstop nylon interior material for increased comfort, Internal upper and lower suspension system for support of armor panels, Adjustable shoulder and side closures for precision fit and removability, Front and rear tri-pocket for upgrading protection with hard armor plates (5" x 8", 7" x 9" and 10" x 12" sizes), Internal cummerbund for a secure fit in all types of operations, Front and rear hook and loop area for ID patches , Color: Navy and SM-6XL sizing.
- 4.11 **Male Vest Replacement straps - ABA Extreme Extra Strap Kit 4 and 6 point**
- 4.12 **Detailed Specifications & Standards - Female Ballistic Vest**
- 4.12.1 Body armor shall be Second Chance Summit SM01F Level II Vest - female structured NIJ 2006 Interim Requirements Level (Illinois). No equals shall be considered.
- 4.12.2 Closure system shall be six (6) point elastic and velcro and four (4) point wide wrap.
- 4.12.3 Ballistic material shall be Honeywell™, Gold Shield, Gore-Tex Core Matrix® Technology.
- 4.12.4 Ballistic capabilities (IIA) shall be nine millimeter (9MM), 1670 feet per second and -.357 Magnum 1662 feet per second.
- 4.12.5 Ballistic weight (per square foot) shall be 13.6 oz.
- 4.12.6 Plate pocket size shall be five inches (5") x eight inches (8").
- 4.12.7 Plate type shall be soft trauma.
- 4.12.8 Ballistic panel cover material shall be breathable and water resistant.
- 4.12.9 Sizes shall range from small to 6X large, 34-60.
- 4.12.10 Vest lengths shall come in short, regular, and long.
- 4.12.11 Style shall be front wrap (front to back wrap- full side protection). Cover by means of ultrasonic welding. Using agency may at any time request material test reports for the above materials performance.
- 4.13 **Removable Carrier – Female Ballistic Vest**

The machine washable carrier shall be removable from the ballistic panels for laundering. The carrier systems body side fabric shall consist of Poly/cotton with akwadyne (or an approved equivalent). Poly/cotton shall be on the exterior half of the carrier and moisture-wicking akwadyne (or an approved equal) mesh shall be on the body side of carrier to allow for airflow and evaporation.

4.13.1 The interior of the carrier at the shoulders shall have attachment point made of low profile loop to allow for internal suspension of the ballistic panel via tabs of hook. The two inch (2") hook (Miii-F21840) shall be neatly and squarely cut from roll stock in long enough lengths to assure a wide range of vest adjustment to accommodate wearer or fatigue. Carrier shall be manufactured from a dimensionally stable first quality material with less than five percent (5%) shrinkage. The outer side of the carrier shall be manufactured from first quality super-suede micro-fiber, and have a soil resistant finish. All fabrics shall have no visible fabric or color flaws.

4.13.2 Each vest shall be supplied with two (2) vest carriers in navy blue. Concealed, no substitutes will be accepted.

4.14 **Panel Access – Female Ballistic Vest**

4.14.1 Removable ballistic panels shall be accessible through Velcro opening. There shall be no zipper next to skin.

4.14.2 The manufacturer shall warranty the ballistic panels for five (5) years after date of issuance. The ballistic panels shall prevent the penetration of labeled projectiles as per NIJ designated velocities and test methods (NIJ Standard 0101.06).

4.15 Ballistic insert materials on female vests shall be designed to accommodate and also include a five inch (5") X eight inch (8") soft strike plate for increased trauma and sharp instrument protection over the vital heart area.

Ballistic inserts on female vests shall be surface with a permanent protective kevlar and nylon spall shield that is at least one sixteenth inch (1/16") thick. This protective surface must effectively contain all projectile fragments and deflections and may not degrade from repeated bending or the aging process.

4.16 **Vest Labels – Female Ballistic Vest**

A label must be fixed on individual body armor stating the following:

4.16.1 Name of manufacturer

4.16.2 Threat level and NJI 2006 Interim Requirements

4.16.3 Date of manufacture

4.16.4 Size

- 4.16.5 Serial number
- 4.16.6 Model of vest
- 4.16.7 Officer's name
- 4.16.8 Care instructions

4.17 **Measurement and Fitting – Female Ballistic Vest**

Individual measurements shall be taken by an authorized factory trained representative.

Vest shall be fitted as follows:

4.17.1 Authorized factory trained representative shall measure individuals according to ballistic vest standard guidelines to include:

- a) Full chest measurement
- b) Mid-abdomen measurement
- c) Waste measurement
- d) Clavicle-to-belt measurement
- e) Front vertical measurement
- f) Back measurement

4.17.2 The bottom edge of the front ballistic panels should just touch the highest waist belt when the wearer is relaxed or in a seated position.

4.17.3 The bottom edge of the rear ballistic panel should be within one (1) to two (2) inches of the highest waist belt when the wearer is in the standing position.

4.17.4 Hours for measurement for local and non-local suppliers shall measure at SCMPD quartermaster's office on Monday-Friday 8 a.m. – 4 p.m. (Four hour blocks).

4.18 **Female Ballistic Vest Tactical Assault Carrier - Clean:** Rugged 1000-denier Cordura® nylon exterior material for lasting durability, Non-abrasive hexagon Ripstop nylon interior material for increased comfort, Internal upper and lower suspension system for support of armor panels, Adjustable shoulder and side closures for precision fit and removability, Front and rear tri-pocket for upgrading protection with hard armor plates (5" x 8", 7" x 9" and 10" x 12" sizes), Internal cummerbund for a secure fit in all types of operations, Front and rear hook and loop area for ID patches , Color: Navy and SM-6XL sizing.

4.19 **Female Ballistic Vest Replacement straps - Second Chance Extra Strap Kit 4 and 6 point.**

5.0 GENERAL SPECIFICATIONS

5.1 The bid response must include the following documents in this order:

- Bid Proposal Form
- Non-Discrimination Statement
- Proposed Schedule of MWBE Participation
- Other requested submittals as stated

All referenced documents must be completed and returned in their entirety to constitute a complete bid.

5.2 Bids may be submitted manually to the address listed in the bid documents or electronically via the supplier portal in sufficient time to ensure receipt by the Purchasing Department on or before 1:30 P.M. on the date specified in the web page listing for this event. Requested documentation may be attached to the bidder's response. A supplier guide for assistance in submitting responses can be found by clicking on the Important Documents tab of the Purchasing SavEPro webpage at:

<http://www.savannahga.gov/index.aspx?NID=591>

5.3 Original invoices should be sent to:

City of Savannah
Accounts Payable
P.O. Box 1027
Savannah, GA 31402

A duplicate invoice shall be sent to:

SCPMD Administrative Services
ATTN: Ms. Kimberly Cunningham
78 Ross Road
Savannah, GA 31405

5.4 Invoices to the City must contain name, payroll number, size, quantities, unit prices, and a description of the item as it appears on bid proposal page.

5.5 Vendor is responsible for determining and acknowledging any addenda issued in connection with this bid solicitation. All addenda issued in connection with this event must be acknowledged in order for a bidder's response to be considered.

5.6 To be awarded bids, vendors must be registered as suppliers on the City of Savannah's website at www.savannahga.gov.

5.7 Bids must be submitted in TRIPLICATE.

5.8 Quantities stated herein are estimates only and are subject to change depending on need.

5.8 The initial contract period shall be for a period of one (1) year or (12 months) and prices shall remain firm through that period. This contract may be renewed for up to three (3) additional twelve (12) month periods, if all contracting parties so agree.

- 5.9 The vest manufacturer shall provide a minimum of \$20 million product liability insurance per occurrence. Self-insurance is not acceptable. Insurance coverage shall be 100% of the minimum amount required. Policy shall not have any deductibles.
- 5.10 Orders must be delivered within six (6) weeks from date of individual(s) being measured and ordered.
- 5.11 No oversize charges shall be accepted.
- 5.12 Bonding:
(Check where applicable)
- (A) Each bidder shall post a bid bond, certified check or money order made payable to the City in the amount of 5% of the bid price. A company check is not acceptable. No bids shall be read or considered without a proper form of security.
- (B) No bond, certified check, or U.S. Money Order is required.
- (C) Bidder shall post a payment / performance bond, certified check or money order payable to the City in the amount of 100% of the bid price if awarded the purchase. Such bond(s) are due prior to contract execution as a guarantee that goods meet requirements of the contract including timely delivery, performance specifications and warranty requirements. Such bonds will also guarantee quality performance of services and timely payment of invoices to any subcontractors.
- (D) Bidder shall post a performance bond, certified check or money order in the amount of % of the bid price if awarded the purchase. Such bond(s) are due prior to contract execution as a guarantee of timely delivery and that equipment, materials and /or goods are delivered according to specifications.

Whenever a bond is provided, it shall be executed by a surety authorized to do business in the State of Georgia, approved by the City, and must be executed on the attached forms. At the discretion of the City, other forms of security may be considered in lieu of a performance bond.



EXCEPTION SHEET

Event # 3489

If the commodity(s) and/or services proposed in the response to this bid is in anyway different from that contained in this proposal or bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions to the stated specifications:

Date

Signature_____

Company_____

Title_____



**BID PROPOSAL FORM
(SUBMIT AS THE COVER SHEET)**

City of Savannah Purchasing Department
3rd Floor, City Hall
P. O. Box 1027
Savannah, Georgia 31402
ATTN: Purchasing Director

EVENT NUMBER: 3489
Business Location: (Check One)
 Chatham County
 City of Savannah
 Other

ALL BIDDERS MUST BE REGISTERED VENDORS ON THE CITY'S WEBSITE. PLEASE REGISTER AT WWW.SAVANNAHGA.GOV.

BIDS MUST BE SUBMITTED ON THIS BID PROPOSAL FORM IN ORDER TO BE CONSIDERED

Name of Bidder: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____

Email: _____

DO YOU HAVE A BUSINESS TAX CERTIFICATE ISSUED IN THE STATE OF GEORGIA?
(CHECK ONE) YES: _____ NO: _____

FROM WHAT CITY/COUNTY _____

TAX CERTIFICATE #: _____ FED TAX ID #: _____

INDICATE LEGAL FORM OF OWNERSHIP OF BIDDER (STATISTICAL PURPOSES ONLY):

CHECK ONE: CORPORATION PARTNERSHIP
 INDIVIDUAL OTHER

(SPECIFY: _____)

INDICATE OWNERSHIP STATUS OF BIDDER

(CHECK ONE):

NON-MINORITY OWNED ASIAN AMERICAN
 AFRICAN AMERICAN AMERICAN INDIAN
 HISPANIC OTHER MINORITY (describe) _____

WOMAN (non-minority) _____

Do you plan to subcontract any portion of this project? Yes _____ No _____

If yes, please complete the attached schedule of M/WBE participation. Also complete the schedule if you will be using any M/WBE suppliers.

THE UNDERSIGNED PROPOSES TO FURNISH THE FOLLOWING ITEMS IN STRICT CONFORMANCE TO THE BID SPECIFICATIONS AND BID INVITATION ISSUED BY THE CITY OF SAVANNAH FOR THIS BID. ANY EXCEPTIONS ARE CLEARLY MARKED IN THE ATTACHED COPY OF BID SPECIFICATIONS.

ITEM NO	DESCRIPTION	EST. QTY.	MANUFACTURER (See 4.1.1 & 4.10.1)	UNIT PRICE	TOTAL PRICE
1	Male Ballistic Vest (Meeting Specifications and Including Delivery)	125 EA			
2	Female Ballistic Vest (Meeting Specifications and Including Delivery)	50 EA			
3	Male ABA Extra Strap Kit 4 and 6 point (Section 4.11)	50 EA			
4	Female Second Chance Extra Strap Kit 4 and 6 point (Section 4.19)	50 EA			
5	Male ABA Extreme Tactical Carrier (Section 4.10)	50 EA			
6	Female Second Chance Tactical Carrier (Section 4.18)	25 EA			

TOTAL BID \$ _____

PAYMENT TERMS: PLEASE CHECK ONE AND FILL IN BLANKS

(Minimum of 10 working days must be allowed for discount to be considered in bid award)

___ Less ___ % ___ Days Prompt Payment Discount (if offered) (_____)

___ Net - 30 Days (no discount offered) - 0 -

TOTAL NET BID \$
=====

CONFIRM RECEIPT OF ANY ADDENDA ISSUED FOR THIS BID:

ADDENDUM _____ #

DATE _____

I certify this bid complies with the General and Specific Specifications and Conditions issued by the City except as clearly marked in the attached copy.

Please Print Name

Authorization Signature



Date



NON-DISCRIMINATION STATEMENT

The prime contractor / bidder certifies that:

- (1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin, or gender in connection with any bid submitted to the City of Savannah or the performance of any contract resulting therefrom;
- (2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contract or otherwise interested in contracting with this Company, including those companies owned and controlled by racial minorities, cultural minorities, and women;
- (3) In connection herewith, we acknowledge and warrant that this Company has been made aware of, understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this Company;
- (4) That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;
- (6) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the City of Savannah to declare the contract in default and to exercise any and all applicable rights and remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

Signature

Title



PROPOSED SCHEDULE OF M/WBE PARTICIPATION

All M/WBEs listed must be certified as a minority-owned or women-owned business by the City of Savannah or a federally-recognized or state-level certifying agency (such as USDOT, State DOT, SBA 8(a) or GMSDC) that utilizes certification standards comparable to the City of Savannah prior to the due date of this bid. Other business certifications that do not specify majority woman or minority ownership may not be substituted. Proof of M/WBE certification from the certifying agency is required to accompany the bid. A firm that has submitted an application for M/WBE certification but has not been certified is not qualified as a certified M/WBE and will not be recognized as such during the City's evaluation process. To expedite verification, please provide accurate phone numbers for all M/WBEs listed and ensure firms understand contact will be made following bid submittal.

Name of Proposer: _____ Event No. 3489

Project Title: _____

NOTE: Unless certified through the City of Savannah M/WBE Program, proof of M/WBE certification must be attached for all firms listed.

Name of M/WBE Participant	Name of Majority Owner	Telephone	Address (City, State)	Type of Work Sub-Contracted	Estimated Sub-contract Value	MBE or WBE	Certified ? (Y or N)	Certifying Agency? (City of Sav. or Other)
					%			
					%			
					%			
					%			
					%			
					%			

MBE Participation Value: _____ % WBE Participation Value: _____ % M/WBE Participation Value: _____ %

The undersigned will enter into a formal agreement with the M/WBE Subcontractors/Proposers identified herein for work listed in this schedule, conditioned upon executing a contract with the Mayor and Aldermen of the City of Savannah. The Prime's subcontractor that subcontracts work must enter into a formal agreement with the tier subcontractor identified herein for work listed in this schedule. The Prime may count toward the goal any tier of M/WBE subcontractors and/or suppliers that will be utilized in the contract work. However, when an M/WBE subcontracts part of the work, the value of the subcontracted work may only be counted toward the goal if the tier subcontractor is an M/WBE. Any work an M/WBE firm subcontracts to a non-M/WBE firm will not count toward the M/WBE goal. It is the responsibility of the Prime contractor to advise all M/WBEs of this requirement and to ensure compliance by subcontractors.

Joint Venture Disclosure

If the prime bidder is a joint venture, please describe the nature of the joint venture, the level of work and the financial participation to be provided by the Minority/Female joint venture firm in the space provided below.

Joint Venture Firms	Level of Work	Financial Participation

Printed name (company officer or representative): _____

Signature: _____ Date _____

Title: _____ Email: _____

Telephone: _____ Fax: _____

The Minority/Women Owned Business Office is available to assist with identifying certified M/WBEs. Please contact the M/WBE Office at (912) 652-3582. The City of Savannah's certified M/WBE registry is posted on its website @ www.savannahga.gov.



Developing a Strong M/WBE Participation Plan

Key facts every bidder/proposer needs to know prior to developing their M/WBE Participation Plan:

1. All bidders/proposers must submit a “Proposed Schedule of M/WBE Participation” which identifies the minority and/or woman-owned companies that have agreed to participate in the project if awarded. All companies listed on the form must be certified as either minority-owned and controlled or woman-owned and controlled. The City does not accept a company’s “self-identification” as minority or woman-owned.
2. Proof of M/WBE certification from the certifying agency is required to accompany the bid; and certification must have been completed by the City of Savannah, a federally-recognized or a state-level certifying agency (USDOT, State DOT, SBA 8(a) or GMSDC) utilizing certification standards comparable to the City of Savannah.
3. The certification must have been approved prior to the due date of this bid. A firm that has submitted an application for certification but has not been certified will not be counted toward the M/WBE goal.
4. The M/WBE Office will be contacting all M/WBE firms included in the bidder’s M/WBE Plan to confirm each: a) was contacted by the bidder/proposer; b) performs the type of work listed; and c) agreed to participate.
5. To expedite the verification process, bidders/proposers need to: provide accurate phone numbers for all M/WBEs listed; ensure M/WBEs know to expect to be contacted by phone and email; request M/WBEs be accessible during the critical period before bid-opening; and advise M/WBEs that City staff must receive the M/WBE’s confirmation that the firm agreed to participate in the bid/proposal in order for the prime contractor to receive credit toward their proposed M/WBE participation goals.
6. If a proposed M/WBE cannot be confirmed as certified, performing the type of work described or agreeing to participate, the bidder/proposer will be notified and given a pre-determined period to submit a correction. If an M/WBE still cannot be confirmed or replaced, the proposed percentage of participation associated with the unverified M/WBE firm will not be counted and will be deducted from the overall proposed M/WBE goal.
7. Any tier of M/WBE subcontractors or suppliers that will be utilized in the contract work may count toward the MBE and WBE goal as long as the tier subcontractors/suppliers are certified M/WBEs. Work that an M/WBE subcontracts to a non-M/WBE firm does not count toward the M/WBE goal.
8. M/WBEs must perform a “commercially useful function” which is the provision of real and actual work or products, or performing a distinct element of work for which the business has the skills, qualifications and expertise, and the responsibility for the actual management and supervision of the work contracted.
9. Per the *Proposed Schedule of M/WBE Participation* “the undersigned (bidder/proposer) will enter into a formal agreement with the M/WBE Subcontractors/Proposers identified herein for work listed in this schedule, conditioned upon executing a contract with the Mayor and Aldermen of the City of Savannah.” This signed commitment is taken seriously by the City, so do not list M/WBEs you do not plan to utilize. Any proposed changes must be pre-approved by the M/WBE Office, be based on legitimate business-related reasons, and still meet the M/WBE participation goals per the City’s contract.
10. A bidder who is a certified M/WBE may count toward the goal the portion of work or services on a City contract that is actually performed by the M/WBE, including: the cost of supplies/materials purchased or equipment leased for contract work, fees for bona fide services such as professional or technical services, or for providing bonds or insurance specifically required for the performance of a City contract.
11. If awarded the contract, the MWBE Office will be reviewing your company’s subcontracts, invoices and payment records to substantiate the completion of work and payment of M/WBEs. If the prime contractor is an M/WBE that is being included in its M/WBE goal, the prime contractor must maintain records that will be inspected to prove the portion of work performed, cost of work, and payments to the prime company.
12. Most bids for goods and materials do not have specific MWBE goals established for the contract. If no goals are include in the scope of work or General Specifications, you are not required to submit MWBE participation but encouraged to do so when the opportunity is available. The City maintains this information for statistical purposes only and it is not reflected in the award decision.