



## **Invitation to Bid**

**Date: May 13, 2025**

For the Project Titled  
**Montgomery County Sheriff's Office  
Bid – Inmate Uniforms  
Bid #2025-0502**

Located at:  
116 Commerce Street  
Clarksville, TN 37040

**OWNER:**  
Montgomery County Sheriff's Office  
120 Commerce Street  
Clarksville, TN 37040  
Sheriff: John Fuson

This proposal solicitation document is available in an Adobe Acrobat (pdf) format. Any alterations to this document made by the proposer may be grounds for rejection of proposal, cancellation of any subsequent award, or any other legal remedies available to the Montgomery County Government.

Bid #2025-0502



## **Bid Advertisement – Inmate Uniforms**

Bids for the Montgomery County Sheriff's Office Inmate Uniforms, 116 Commerce Street, Clarksville, TN 37040 will be received by Elizabeth Black, Purchasing Agent, Montgomery County Purchasing until **2:00 p.m. CST on Tuesday, May 27, 2025**, at which time the bids will be opened and read aloud. Sealed bids for the project will be received in person by Elizabeth L. Black Purchasing Agent, Montgomery County Purchasing Temporary Suite at 350 Pageant Lane, Suite 402, Clarksville, TN 37040. Bids may also be received online, please refer to the bid documents for instructions. A map to the location is included in the bid document.

The Scope of Work is to include: The Montgomery County Sheriff's Office is seeking a company to provide all necessary inmate uniforms for the period of July 2025-June 2026. There is a potential for two (2) one-year extensions to the awarded vendor, following satisfactory first year service and product quality.

All proposals must be in a sealed envelope containing the bid (or cover page if emailing) and provide the following information: the vendor's name, address, and the words "Bid – Inmate Uniforms".

No Proposer may withdraw their proposal for sixty (60) days following the proposal deadline. The right to reject any or all proposals and to wave technicalities is reserved by the owner.

**BID INVITATION INSTRUCTIONS  
(READ CAREFULLY)**

**(1) ALTERATIONS-** Any alterations, additions or omissions of required information, changes of the specifications or BID schedule, are at the risk of the vendor and may result in the rejection of the bid, unless the approver authorizes such changes.

**(2) BIDS -** All bids must be typed or written legibly in ink. **Vendors, verify bids before submission. No bid may be withdrawn or changed after the official opening.** Any mention of a specific make, model or brand is strictly for the purpose of comparison of character and quality of product being sought. All alternates will be reviewed and considered in comparison to request. This bid may be awarded in whole or in part to one or more bidders.

**(3) DELIVERIES-** Montgomery County Government assumes no liability for merchandise or other materials delivered without written order of the purchasing director.

**(4) RESPONSIBLE VENDORS-** Failure of a vendor to execute a purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future business.

**(5) PROPOSING FIRM-** The agent of the proposing firm hereby certifies to the best of his knowledge and belief that this bid/proposal submitted to Montgomery County has not been prepared in collusion with any other seller of similar products. The prices, terms and conditions of said bid/proposal have not been communicated by the undersigned nor by any employee or agent of the proposing firm to any other seller of similar products and will not be communicated to any such seller prior to the official opening of said proposal. The affiant further states that no official or employee of Montgomery County Government has promised any personal financial or other beneficial interest, either directly or indirectly in order to influence award of this bid.

**(6) IMPORTANT- To be acceptable,** all bid/proposals must be on the correct form, and each such bid/proposal must be addressed and delivered to the Purchasing Director, Montgomery County, Tennessee, prior to the Bid/Proposal opening. Bid/Proposal envelopes must be **sealed** and **clearly** indicate the words, "BID – Inmate Uniforms". Bids can be mailed to 350 Pageant Lane, Suite 101-E, Clarksville, TN 37040. Hand delivered bids can be brought to 350 Pageant Lane, Suite 402, Clarksville, TN 37040. Such bids/proposals delivered to other persons, locations, or on another form will not be acceptable. ***Electronic is an acceptable submission method via Bonfire or [mocobids@mcgtn.net](mailto:mocobids@mcgtn.net)***

**All vendors awarded contracts agree to the terms and conditions herein set forth.**

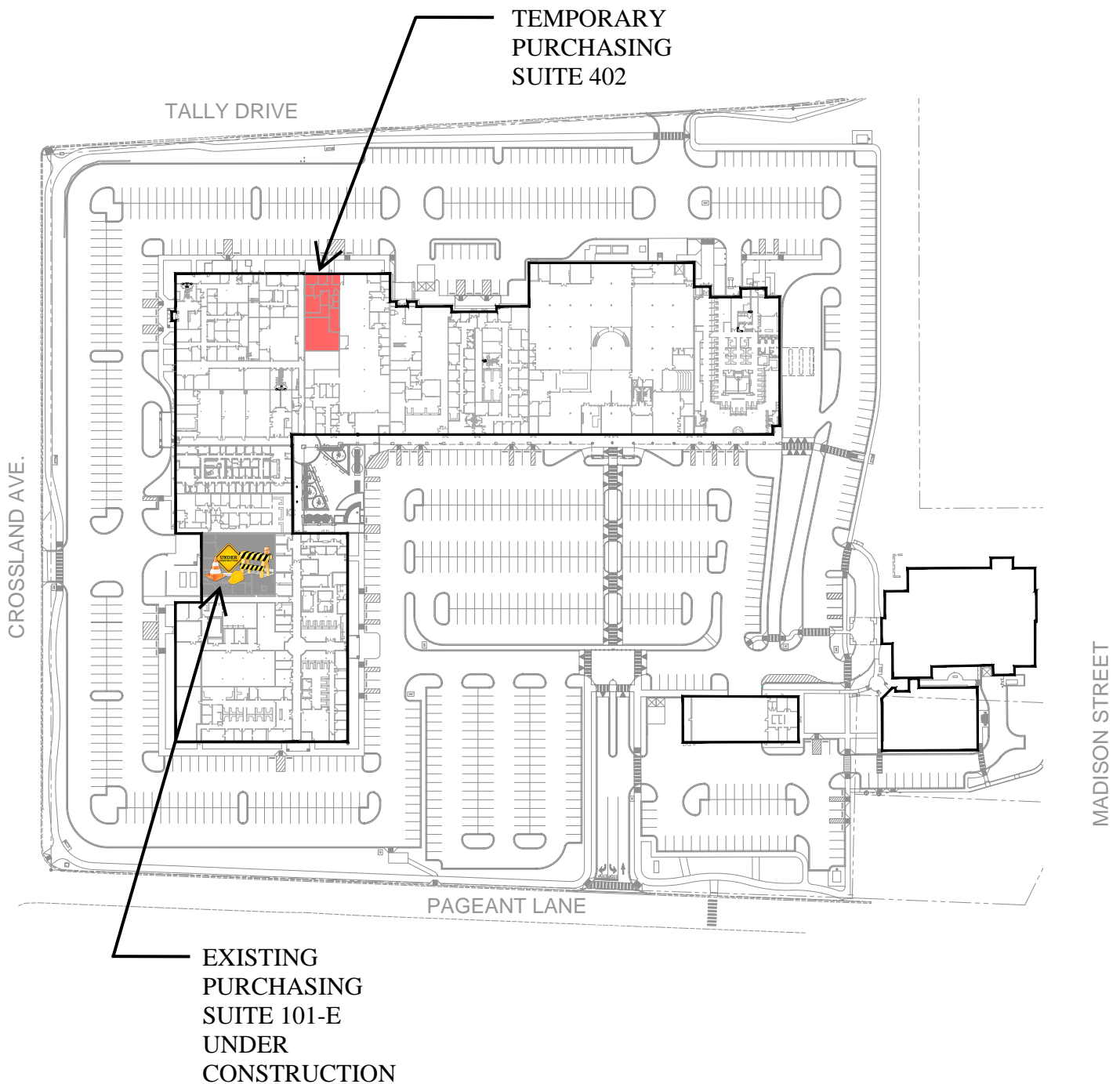
The Purchasing Director reserves the right to reject any or all bids.

**Elizabeth L. Black**  
**Purchasing Director**  
**Telephone: (931) 648-5720**  
[elblack@mcgtn.net](mailto:elblack@mcgtn.net)

## MAP TO BID OPENING

Bids delivered by hand will be received at Montgomery County Purchasing at 350 Pageant Lane, Clarksville, TN 37040 in TEMPORARY SUITE 402.

Refer to Instructions to Bidders for Bids sent via mail or email.



**REQUEST FOR BID**  
**Sheriff's Office Inmate Uniforms**  
**Montgomery County Government**

**1. PURPOSE:**

The Montgomery County Sheriff's Office is seeking a company to provide all necessary inmate uniforms for the period of July 2025-June 2026.

**2. TIMELINE:**

**Bid Release** - Tuesday, May 13, 2025

**Deadline for Questions** – Monday, May 19, 2025, at 2 p.m. CST. All questions must be submitted in writing to Elizabeth Black, Purchasing Director at [mocobids@mcgtn.net](mailto:mocobids@mcgtn.net).

**Answers Provided** – Thursday, May 22, 2025

**RFP Deadline/Bid Opening** – Tuesday, May 27, 2025 at 2 p.m. CST

Bids submitted after the deadline will not be opened. Bids must be sealed and may be mailed, or hand delivered to the Montgomery County Purchasing Department. Bids can be mailed to 350 Pageant Lane, Suite 101-E, Clarksville, TN 37040. Hand delivered bids can be brought to 350 Pageant Lane, Suite 402, Clarksville, TN 37040. Bids should include all necessary documents and have the name of the proposer and the words "Bid – Inmate Uniforms" on the outside of the envelope. Proposals may also be submitted by email and can be sent to [mocobids@mcgtn.net](mailto:mocobids@mcgtn.net). If submitting by email, allow plenty of time for delivery as proposals must be received by the deadline. Make sure to put "Bid – Inmate Uniforms" in the subject of the email.

Vendors must guarantee that all information included in the bid will remain valid for a period of at least sixty (60) days from the date of the bid/proposal opening to allow for evaluation of all bids. Bids/proposals may be withdrawn at any time up until the time of opening. A withdrawn bid/proposal may be resubmitted up to the time designated for the receipt of bid/proposals provided it fully conforms to the same general terms and requirements.

Montgomery County is not responsible for any costs incurred by any vendor pursuant to the bid/RFP process. The vendor shall be responsible for all costs incurred in connection with the preparation and submission of its bid/proposal. Montgomery County does reserve the right to reject any and all bids.

**3. TERM:**

It is the intent of Montgomery County that the selected vendor shall furnish inmate uniforms, for a period of one year, July 2025-June 2026. There is the potential for two (2) one-year extensions to the awarded vendor following satisfactory service and product quality.

## **SPECIFICATIONS FOR INMATE UNIFORMS MINIMUM STANDARDS**

The Montgomery County Jail is requesting bids for inmate uniforms to be purchased on an “as needed” basis for the Jail and Workhouse.

This bid will be awarded for a one (1) year period with the option for adding two (2) additional years providing service, quality, etc. are met satisfactory with Montgomery County Jail and Workhouse.

Montgomery County Government is exempt from all federal and state tax; therefore, tax must not be included in bid prices.

Prices must include the cost of stenciling or screen-printing and all delivery charges.

Vendors must bid on all items. Failure to bid on all items will be justification for bid rejection.

Two samples of each uniform item must be submitted with your bid. Samples will be free to the County. Samples will not be returned to the vendor. Samples must be the same product as the bid. All samples must be orange in color with black lettering.

Detailed product specifications for each uniform item must be submitted with your bid.

Please provide three (3) references from customers of similar size or larger facilities, served over the last twelve (12) months, using the same items as those specified in this bid.

Uniforms shall be ordered and delivered on an “as needed” basis. Orders not received within 60 days may be canceled at no cost to the Montgomery County Jail or Workhouse. Longer delivery time will be allowed for non-stock items.

Uniforms shall be delivered to one of the following locations, as indicated on the order:

Montgomery County Jail  
116 Commerce Street  
Clarksville, TN 37040

Montgomery County Workhouse  
1221 Highway Drive Clarksville,  
TN 37040

A packing list shall accompany each shipment and shall show:

- Montgomery County purchase order number
- Name and address of vendor
- Name and address of receiving department
- Description of items shipped, including item numbers, quantity, back-ordered items, etc.

All invoices are to be mailed to the Montgomery County Jail, Attention: Tara Southerland or emailed to [tsoutherland@mcgtn.net](mailto:tsoutherland@mcgtn.net). All invoices must include Montgomery County purchase order number, product description to include item numbers, quantity and reference any back-ordered items.

Montgomery County reserves the right to reject any or all bids, to waive any informality in bids and to accept the bid that, in the opinion of Montgomery County Jail, is in the best interest of both facilities. The award will not necessarily go to the bid with the lowest price, but to the bid which best demonstrates the ability to fulfill the requirements of the specifications.

It is the intent of these specifications to adequately describe inmate uniforms as required by the Montgomery County Jail in sufficient detail to secure competent bids. Items should meet or exceed the following specifications:

### **INMATE V-NECK SHIRTS**

General description: Pull-over shirt with V-neck and raglan short sleeve.

One (1) pocket over the left breast.

Hardware free.

Must be able to provide sizes up to 12XL.

Shirts must measure on a minimum of 3" grade per sizes.

Example:	<u>Size</u>	<u>Chest</u>	<u>Length</u>
	S	45"	26"
	M	48"	27"
	L	51"	28"
	XL	54"	30"
	2XL	57"	31"
	3XL	61"	31"
	4XL	65"	32"
	5XL	69"	32"
	6XL	73"	32"
	7XL	77"	32"
	8XL	81"	32"
	9XL	85"	32"
	10XL	89"	32"
	12XL	93"	32"

Standard Colors: Orange, yellow, red, navy blue, lime green and medium gray.

\*The Montgomery County Jail reserves the option of any additional color uniform available from the manufacturer, in the event another color of uniform is required.

Fabric: 65% polyester/35% cotton twill with a minimum weight of 7.5 oz.  
IronClad industrial fabric finish.  
Bleach resistant dye to stand up to institutional laundering and bleaching with minimal shade loss.

Construction: Sides, inseam, sleeve seams, and shoulder seams sewn with three needle felling stitch. Non-binding V-neck collar. Sleeves circular hemmed with single needle lock stitching. Bottom circular hemmed with 1/2-inch finish double turned hem using single needle lock stitching. Pocket set with 1/8-inch margin double needle lock stitching. Reinforcing bar tacks at stress points. All seams shall be cleanly finished with no raw or frayed edges.

Stitching: 3-needle felling stitch on all seams.

Thread: High-quality, heavy-duty cotton wrapped polyester color matched to the garment.

Labels: Woven fabric labels color-coded to size.

Stenciling: Permanent 2-inch lettering on back of shirt.  
Color of lettering will be black on orange, yellow, red and lime green uniforms.  
The color of lettering will be white on navy and medium gray uniforms.  
Lettering on back of shirt for the Jail shall read as follows:

MONTGOMERY (centered in an arch).  
COUNTY (centered in a straight horizontal line).  
JAIL (centered in a straight horizontal line).

Lettering on back of shirt for the Workhouse shall read as follows:

MONTGOMERY (centered in an arch).  
COUNTY (centered in a straight horizontal line).  
WORKHOUSE (centered in a straight horizontal line).

\*In the event of any additional color of uniform requirement, as made available from the manufacturer, the color of lettering shall be specified by the Montgomery County Jail.

### **INMATE MOCK FLY PANTS**

General description: Pull-on, elastic waist pant with mock fly.  
No pockets.  
Hardware free.  
All inseams to be 32" hemmed.  
Must be able to provide sizes up to 12XL.  
Pants waist must measure on a minimum of 3" grade per size

Example:	<u>Size</u>	<u>Waist Fully Stretched</u>
	S	38"
	M	41"
	L	44"
	XL	47"
	2XL	50"
	3XL	54"
	4XL	58"
	5XL	62"
	6XL	66"
	7XL	70"
	8XL	74"
	9XL	78"
	10XL	82"
	12XL	86"

Standard Colors: Orange, yellow, red, navy blue, lime green and medium gray.

\*The Montgomery County Jail reserves the option of any additional color uniform available from the manufacturer, in the event another color of uniform is required.

Fabric: 65% polyester/35% cotton twill with a minimum weight of 7.5 oz.



IronClad industrial fabric finish.

Bleach resistant dye to stand up to institutional laundering and bleaching with minimal shade loss.

Construction: Sides, inseam, and rise seams sewn with three needle felling stitch. Elastic is surged on with safety stitch and stitched down with four rows of expansion stitching. Legs circular hemmed with single needle stitch. Reinforcing bar tacks at stress points. All seams shall be cleanly finished with no raw or frayed edges.

Elastic: 1-1/2" wide 26 gauge heavy-duty elastic with 165% stretch. Elastic must withstand temperatures of 260 degrees F for four hours with full strength retention and is guaranteed to maintain serviceable for life of the garment.

Stitching: 3-needle felling stitch on all seams.

Thread: High-quality, heavy-duty cotton wrapped polyester color matched to the garment.

Labels: Woven fabric labels color-coded to size.

Stenciling: Permanent 3-inch lettering running parallel to outside seam on front side of right leg.

Color of lettering will be black on orange, yellow, red and lime green uniforms.

The color of lettering will be white on navy and medium gray uniforms.

Lettering on front side of right pant leg for the Jail shall read as follows:

MC JAIL

Lettering on front side of right pant leg for the Workhouse shall read as follows:

WORKHOUSE

\*In the event of any additional color of uniform requirement, as made available from the manufacturer, the color of lettering shall be specified by the Montgomery County Jail.

## **INMATE JUMPSUIT**

General Description: Metal-free, one-piece jumpsuit with raglan short sleeves, a sewn fly, and two 3" pieces of back elastic.

No pockets or collar.

No snaps, zippers, hook and loop, or metal of any kind.

Must be able to provide sizes up to 10XL.

Jumpsuits must measure on a minimum of 3" grade per size.

Example:	<u>Size</u>	<u>Chest</u>	<u>Waistband</u>	<u>Inseam</u>
	S	43"	43"	31"
	M	46"	46"	31"
	L	49"	49"	31"
	XL	52"	52"	32"

2XL	55"	55"	32"
3XL	58"	58"	32"
4XL	61"	61"	32"
5XL	64"	64"	32"
6XL	67"	67"	32"
7XL	70"	70"	32"
8XL	73"	73"	32"
9XL	76"	76"	32"
10XL	79"	79"	32"

Standard Colors: Orange, yellow, red, navy blue, lime green and medium gray.

\*The Montgomery County Jail reserves the option of any additional color uniform available from the manufacturer, in the event another color of uniform is required.

Fabric: 65% polyester / 35% cotton twill with minimum weight of 7.5 oz. IronClad industrial fabric finish.  
Bleach resistant dye to stand up to institutional laundering and bleaching with minimal shade loss.

Construction: Sides, inseam, sleeve seams, and shoulder seams sewn with three needle felling stitch. Sleeves circular hemmed with single needle lock stitching. Bottom circular hemmed with 1/2" finish double turned hem using single needle lock stitching. Sewn fly. Reinforcing bar tacks at stress points. All seams shall be cleanly finished with no raw or frayed edges.

Stitching: 3-needle felling stitch on all seams.

Thread: High-quality, heavy-duty cotton wrapped polyester color matched to the garment.

Labels: Screen printed size label.

Stenciling: Permanent 2-inch lettering on back of jumpsuit.  
Color of lettering will be black on orange, yellow, red and lime green uniforms.  
The color of lettering will be white on navy and medium gray uniforms.  
Lettering on back of jumpsuit for the Jail shall read as follows:

MONTGOMERY (centered in an arch).  
COUNTY (centered in a straight horizontal line).  
JAIL (centered in a straight horizontal line).

Lettering on back of jumpsuit for the Workhouse shall read as follows:  
MONTGOMERY (centered in an arch).  
COUNTY (centered in a straight horizontal line).  
WORKHOUSE (centered in a straight horizontal line).

\*In the event of any additional color of uniform requirement, as made available from the manufacturer, the color of lettering shall be specified by the Montgomery County Jail.



## *Montgomery County Government*

### **Purchasing**

Elizabeth L Black  
Purchasing Director

350 Pageant Lane  
Suite 101-E  
Clarksville, Tennessee 37041

Phone: (931) 648-5720  
elblack@mcgtn.net

### **IRAN DIVESTMENT ACT Certification of Non-inclusion**

**NOTICE:** Pursuant to Divestment Act, Tenn. Code Ann. 12-12-106 requires the State of Tennessee Chief Procurement Officer to publish, using creditable information freely available to the public, a list of persons it determines engage in investment activities in Iran, as described in 12-12-105. Inclusion on this list makes a person ineligible to contract with the State of Tennessee; if a person ceases its engagement in investment activities in Iran, it may be removed from the list. A list of entities ineligible to contract in the State of Tennessee Department of General Services or any political subdivision of the State may be found here:

<https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List of persons pursuant to Tenn. Code Ann. 12-12-106, Iran Divestment Act-July.pdf>

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. 12-12-106.

Vendor Name (Printed)	Address
By (Authorized Signature)	Date Executed
<i>Printed Name and Title of Person Signing</i>	



## Montgomery County Government

### Purchasing

350 Pageant Lane  
Suite 101-E  
Clarksville, Tennessee 37041

Elizabeth L. Black  
Purchasing Director

Phone: (931) 648-5720  
elblack@mcgtn.net

### Non-Boycott of Israel Act TCA 12-4-1

Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et seq.), by submission of this bid/quote/proposal, it is certified by each supplier and each person signing on behalf of any supplier. In the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to § 12-4-1 and will not during the term of any award. **Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.**

The undersigned hereby acknowledges receipt of these affidavits and certifies that submittal in response to this solicitation is in full compliance with the listed requirements. Failure to give proper acknowledge to issues concerning the above is grounds for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

\_\_\_\_\_  
Organization Representative/Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone



# Montgomery County Government

## Purchasing

350 Pageant Lane  
Suite 101-E  
Clarksville, Tennessee 37041

Elizabeth L. Black  
Purchasing Agent

Phone: (931) 648-5720  
elblack@mcgtn.net

\_\_\_\_\_  
**Contract Number**

### **TITLE VI CONTRACT ASSURANCE**

It is the policy of Montgomery County Government not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices; or in admission to, access to, or operation of its programs, services, and activities. With regard to all aspects of this contract, Contractor certifies and warrants it will comply with this policy.

Please Print:

\_\_\_\_\_  
**Contractor's Name**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**City**

\_\_\_\_\_  
**State**

\_\_\_\_\_  
**Zip Code**

\_\_\_\_\_  
**Contractor's Phone Number**

I, \_\_\_\_\_, hereby agree to

abide by the Title VI Regulations.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

For Title VI compliance, we ask for voluntary disclosure of the following information:

Ownership Type (please check all that apply):

- \_\_\_ African American Owned Business
- \_\_\_ Women Minority Owned Business
- \_\_\_ Female Owned Business
- \_\_\_ Native American Owned Business
- \_\_\_ Hispanic Owned Business
- \_\_\_ Asian Owned Business
- \_\_\_ Disabled Owned Business
- \_\_\_ All Others