

## EXHIBIT A

### DESCRIPTION OF GOODS & SERVICES AND ADDITIONAL TERMS & CONDITIONS

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#### **1. DESCRIPTION OF GOODS AND SERVICES:**

This Contract is for Woolen Uniforms for the State Department of Emergency Services and Public Protection ("DESPP") as the Client Agency.

#### **(a) Delivery**

- (1) Deliveries must be identified by the brand name or trade name, or name of manufacturer as submitted by the Contractor on Exhibit B- Price Schedule.
- (2) Deliveries shall be made to any of the twelve (12) State Police Troops, the Training Academy, and to various units within the Client Agency in such quantities and at such times and places as specified on the purchase order.
- (3) The Contractor shall deliver all Goods, with transportation charges fully prepaid free on board (FOB) to the Client Agency's specified destination within the delivery time on Exhibit B- Price Schedule after receipt of the purchase order. The Contractor shall bear risk of loss during delivery of all Uniform Shirts.
- (4) Each delivery must be accompanied by a packing slip that indicates the applicable purchase order number, a description of the item(s) being delivered, the quantity of each item being delivered and the Contractor's invoice number. Failure to include purchase order numbers may result in delay of payments.
- (5) Each Good must have a label indicating name, address of manufacturer, size, date of manufacture and this Contract number.
- (6) Should the Contractor fail to make delivery of the Goods within the time the Contractor specified on Exhibit B- Price Schedule, the Contractor shall pay the Client Agency two dollars (\$2.00) per day per coat, trousers, or breeches for each calendar day of delay. The total for late charges will be deducted from the next invoice submitted by the Contractor.

#### **(b) Fittings**

- (1) All garments must be made to individual measurements. The Contractor shall furnish a tailor to make initial measurements at various Client Agency State Police barracks, and also on delivery to insure correct fitting. Any and all alterations which may be found necessary shall be made at the expense of the Contractor.
- (2) Not more than one alteration per garment will be allowed. If the Contractor fails to deliver a satisfactory garment after one alteration, the Contractor shall make a new garment. If the Contractor fails to consistently deliver acceptable garments, in the sole opinion of the Client Agency, the balance of this Contract may be canceled.

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#### (c) **Workmanship**

- (1) All workmanship must be of first class quality in every respect. Garments must be full cut to permit reasonable alteration.
- (2) Uniform garments must be delivered clean, well made, and pressed and under pressed in a workmanlike manner. There must be no defective stitching, loose ends of thread or raw edges of fabric showing in any part of finished garments. The uniform garments must be free from defects which affect appearance or which might impair serviceability. All stress and strain points must be securely reinforced with bar tacking.
- (3) If any uniform garment is damaged, does not meet the specifications herein, or unsatisfactory to the Client Agency, the Contractor shall promptly offer a full refund or replace such uniform garment at no additional cost upon written request of the Client Agency. The Contractor will have ten (10) business days to pick up and replace such uniform garments.

#### (d) **Inspection of Garments**

Garments models described herein may be seen at the DESPP – Bureau of Business Development, Troop K 15 Old Hartford Rd. Colchester CT by appointment only. Contact person Lt. Marc Petruzzi (203) 509-3541.

#### (e) **Specifications**

##### (1) UNIFORM DRESS BLOUSE (SERVICE COAT)- Exhibit B- Price Schedule Item 1 & 7

**MATERIAL:** 16 ounce 100% wool elastique, oxford gray. Metcalf's style #472-16-4-C Oxford.

**STYLE:** Single-breasted, straight front, form-fitting for Sam Browne Belt - peak lapel. The top button to be about 8 ½" to 9 ½" from the point of peak to the bottom, depending on the size of the coat in order to keep two breast pocket buttons in line with the top front button of the coat. Length: must cover seat; under no conditions may the Client Agency accept a coat that does not meet this requirement.

**BACK:** Two piece with bi-swing on each side extending from shoulder seam to waistline with a lightweight elastic band 2" wide, set in to hold bi-swing in place. Center vent must be approximately 10 ½" long and to start 1" to 1 ½" below the waistline.

**COLLAR:** Peak lapel collar 3" wide at center of back, including a 1 ¼" stand. Width of notch on collar 1 5/8", width of notch on lapel 2 ¼". Points of lapel from point to top buttonhole 9 ½". Machine made collar will not be accepted. Coat must be hand felled under collar.

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**OUTSIDE POCKETS:** Two (2) breast patch pockets with 1 ½" pleat and three (3) pointed flap to button. The dimensions for these breast pockets: 1 ½" at the top; 6" at the bottom; 7" deep. These breast pockets are to be lined with a 3 yard black silesia. The button is to be directly on line with the top button of coat.

Two (2) hand pockets with straight flap to button with the regulation button in center. Flap to measure 8 ½" x 3", made with a separate pocket underneath these flaps. Mouth of pocket to be piped. Pocketing to be of 2.50 drill, count 72 x 60 - 1.96. Pocket flaps to be lined with rayon, as body lining.

**INSIDE POCKETS:** Two (2) breast horizontal and one (1) cash horizontal on left side. These inside pockets must be made of 2.50 drill, count 72 x 60 - 1.96.

**EDGES:** Double stitched 3/8" - bottom of coat single stitched 3/8" - stitching: 14 stitches per inch.

**BODY LINING:** Full lined with black all viscose 180 satin lining. Sleeve lining must be the same as specified body.

**SHOULDER STRAPS:** Pointed shoulder straps made of Warrenton #1208-2488 blue cloth and self lined and to be edged with ¼" gold nylon braid. Must be set into sleevehead seam and to be 1 ¼" wide at this point. Shoulder strap to be open at shoulder seam. Cross stitching approximately 2" back of seam and finished with a regulation button and buttonhole ¾" from edge of top collar. Point of strap to touch the edge of collar.

**SLEEVES:** Plain, lined, sleeve lining hand felled at top and bottom. No vents or button at sleeve cuffs. Single arm shields of same material with edges piped.

**SLEEVE DESIGN:** One (1) row of Warrenton #1208-2588 blue cloth all the way around the sleeve, to be ½" wide, starting 3" from edge of sleeve. This stripe is to be edged on top only with ¼" gold nylon braid. The finished sleeve design must measure 1 ½".

**SERVICE STRIPES:** See specifications and sketch in Section(4) below of this Exhibit..

**BUTTONS:** Gilt 36 ligne CT State Police buttons, four (4) securely sewed on front and reinforced on back with a small 2-hole black bone button, one (1) on each pocket flap and one (1) on each shoulder strap. The buttons on front to be spaced so that the Sam Browne belt can be worn between the third and fourth button.

**BUTTONHOLES:** Four (4) on front of heavy quality best machine made buttonholes.

**EYELETS:** Silk eyelet hole on each side of the collar must be made by machine and be of pure dye silk. The eyelet hole must be set 1" from edge and 1 ¼" above the notch.

**ARM SHIELDS:** Must be made of the same material as the coat and piped with lining.

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**CANVAS FRONT:** Sheer Brothers Hairvas, Style #1220, or Caroline Interling R-74 thoroughly cold water shrunk, reinforced with non-pull 36 picks per inch across haircloth reaching from armhole to front across the breast, well covered with bridle tape and padded with not less than 16 rows of stitches. Shoulder part of front covered with gray felt. Bottom stay not less than 3" wide to reach from breast to bottom of front, must be held in place by three rows of padding stitches. Canvas must have additional "V" in front for better fitting purposes.

**BADGE TAB:** A metal badge tab on the left breast.

**SEWINGS:** All sewing must be done with pure dye silk, using letter "A".

**EMBROIDERED SLEEVE INSIGNIA:** Will be furnished by Client Agency.

**NOTE:** The Warrenton #1208-2588 will be furnished by the Client Agency Division of State Police.

#### **(2) TROUSERS, SUMMER AND WINTER WEIGHT - Exhibit B- Price Schedule Item 2,3 & 6**

**MATERIAL:** Winter Weight Trousers: 16 ounce; 100% wool elastique; oxford gray; Metcalf's Style #472-16-4-C Oxford.

Summer Weight Trousers: 11 ½ ounce, 45/55 wool/dacron polyester 3-ply tropical weave; oxford gray. Raeford Style #573-12802.

Fabrics shall be kaumographed with mill trade name and fabric number on back of face cloth.

**FINISH:** Fabrics to be treated with water repellent, stain resistant finish.

**STYLE:** Construction of summer and winter weight trousers must be identical. Trousers must include full length uniform pattern with two (2) side pockets and two (2) hip pockets. Plain bottoms to have heel guard made of leather. Plain bottoms must have a 2" turnup and be blindstitched with nylon thread. Heel guard must be 4" long x 1" wide and sewed parallel to bottom edge. Front press crease to be stitched 1/16 of an inch.

**SIDE POCKETS:** Opening to be no less than 6 ½". Depth to be no less than 6" from bottom of opening. Pocket turn in and pocket facing to be no less than 2" wide. No selvage to be used on pocket turn in or facing. Pockets to be made of matching black material, approximate construction to be 72 x 5 count, 2.30 yards per pound, blend of 65% polyester - 35 % cotton. Pocket stay to be same material as pockets and sewn into side seam, turned into pocket and top stitched. Stay to extend no less than 1 ½" below and above opening of pocket. Pockets to extend above waistband seam and top stitched to waistband seam. Pockets to be stitched, turned and topstitched.

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**HIP POCKETS:** Two hip pockets with flaps to button, flaps must be topstitched, silesia lined and have an opening of 5 3/8" and 7" deep. Pockets must be made with a Reese pocket machine to insure uniformity and must have an interlining. Pocket facing must be no less than 2" wide. No selvage to be used for facing. Pockets to extend above waistband seam and top stitched to waistband seam. Pockets to be made of matching black material as used in side pocket.

**LENGTH:** 1/2" below top of shoe.

**WAISTBAND:** To be cut in separate piece 2 1/4" (no more than 2 1/2") wide after seaming. Front closure to include two buttons and French fly. To be closed at back using the Browne method. 4" waistband seam to be pressed open and top stitched. Waistband lining to be made of matching black material as used in side pocket with 3.75 canvas backing and 3/4" turn up. To have a minimum of three rows of snug-tex sewn into curtain. Top of waistband lining to be felled with Union Special Machine or equal. There are to be seven belt loops, each one inch wide, double thickness on trouser material, to accommodate a 2" leather belt. With the exception of the rear center loop, all loops must be inserted into top and bottom of the waistband seams. Loops to be tacked to waistband before waistband lining is applied.

**FLY:** Trousers to be closed with a Talon zipper No. 42 or equal, memory lock. Zipper to have tape to match trouser material. Right fly to be lined with same material as pocketing and to extend 1/4" beyond crotch inseam, turned under and stitched down on all sides. Left fly to have silesia lining. To have French Fly or double thickness of same material as trousers.

**BAR TACKS:** At the end of each hip pocket there is to be a bar tack. This tack is to be made on a Singer special bartack machine. Each tack is to have 32 stitches and be 1/2" long. Eighteen of the stitches are to be straight lock and 14 to be zip-zag. In addition, bartacks are to be placed at the following points of stress: top and bottom of side pocket to extend 1/8" over seam.

**CROTCH:** To be lined four quarter, front and back with cotton sheeting double thickness with folded edge. Pinked edges will not be acceptable.

**STRIPE:** Must be 1 1/2" Warrenton #1208-2588. Must be sewn into waistband and extend the entire length of the trousers along the side seams including turn up. To be trimmed on the outside edge only with 1/4" gold nylon braid. The finished stripe must measure 1 1/2".

**SEWING:** Trousers to be sewn with A-3 vat dyed thread or equal. Center seat seam to be sewn on Union special or equal, four threads of Uticore (polyester core) or equal. Side seams and inseams to be sewn with Union special, two threads.

**OUTLETS:** Trousers to have sufficient outlets to facilitate easy alterations. There is to be a 2" - 3" outlet on waist and a 1" outlet on inseam.

**NOTE:** The Warrenton #1208-2588 will be furnished by the Client Agency Division of State Police.

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#### **(3) MOTORCYCLE BREECHES** - Exhibit B- Price Schedule Item 4 & 5

**MATERIAL:** Winter Weight Breeches: 16 ounce; 100% wool elastique; oxford gray. Metcalf's Style #472-16-4-C Oxford.

Summer Weight Breeches: 11 ½ ounce; 45/55 wool/ dacron/polyester 3-ply tropical weave; Oxford gray; Raeford Style #573-12802

Fabric must be kaumographed with mill trade name and fabric number on back of face cloth.

**FINISH:** Fabric must be treated with water repellent, stain resistant finish.

**STYLE:** Breeches must be cut loose in the thigh from the knee up, with peg in accordance with department design. The cut must be such that the peg stands out on a motorcycle or off. There may not be anything hanging down on the seat when standing up and there must be plenty room of straddle room when on the motorcycle. Must be close fitting at the knee and calf. Calf must be close below

the knee with a heavy duty, rust-proof Talon zipper with a protective fly. Breeches must be made to individual measure.

**SIDE POCKETS:** Opening must be no less than 6 ½". Depth must be no less than 6" from bottom of opening. Pocket turn in and pocket facing must be no less than 2" wide. No selvage may be used on pocket turn in or facing. Pockets must be made of matching black material, approximately construction to be 72 x 5 count, 2.30 yards per pound, blend of 65% polyester/35% cotton. Pocket stay to be same material as pockets and sewn into side seam, turned into pocket and top stitched. Stay to extend no less than 1-1/2" below and above opening of pocket. Pockets to extend above waistband seam and top stitched to waistband seam. Pockets to be stitched, turned and topstitched.

**HIP POCKETS:** Two hip pockets with double thickness flaps to button. Must have an opening of 4 3/8" and be 7" deep. Pockets must be made with a pocket machine to insure uniformity and must have an interlining of pelon inside the bezum. Pocket facing must be no less than 2" wide. No selvage may be used for facing. Pockets must extend above waistband seam and be top stitched to waistband seam. Pockets must be made of matching black material as used in side pocket.

**WAISTBAND:** Must be cut in separate piece 2 ¼" (no more than 2 ½") wide after seaming. Front closure to include two buttons and French fly. Must be closed at back using the Browne method. Waistband seam must be pressed open and top stitched. Waistband lining must be made of matching black material as used in side pocket with 3.75 canvas backing and ¾" turn up. Must have a minimum of 3 rows of Snug-tex or approved equal sewn into curtain. Top of waistband

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lining to be felled with Union Special Machine or equal. There are to be seven belt loops, each one inch wide, double thickness of breeches material, to accommodate a 2" leather belt. With the exception of the rear center loop, all loops must be inserted into top and bottom of the waistband seams. Loops to be tacked to waistband before waistband lining is applied.

**FLY:** Breeches to be closed with a Talon zipper No. 42, or equal, memory lock. Zipper to have tape to match breeches material. Right fly to be lined with same material as pocketing and to extend ¼" beyond crotch inseams, turned under and stitched down on all sides. Left fly to have silesia lining. Must have French fly of double thickness of same material as breeches.

**BAR TACKS:** At the end of each hip pocket there is to be a bartack. This tack is to be made on a Singer Special Bartack machine. Each tack is to have 32 stitches and be ½" long. Eighteen of these stitches are to be straight lock and 14 to be zig-zag. In addition, bartacks are to be placed at the following points of stress; top and bottom of side pocket to extend 1/8" across seam.

**REINFORCEMENT:** To have reinforcement of same material on the front of the breeches from a little below the legging and extending upwards and covering the entire front of the breeches to within 2 to 3 inches of the crotch. There must be a double seat reinforcement that extends all the way down inside the leg to a point below the top of the legging. The front reinforcement to be sewn into the inside leg and outside seams. The back reinforcement to be sewn into the inside seam only, and to extend as high as the bottom of the hip pocket flaps.

**LINING:** Front and back of crotch will be lined with a good quality grade sateen cloth. Front crotch lining to be at least 1 ½ " wide and not less than 7" in length. Back crotch lining to be not less than 3" wide and 7" in length.

**CROTCH:** To be lined four-quarter, front and back with cotton sheeting double thickness with folded edge. Pinked edges will not be acceptable.

**STRIPE:** Must be 1 ½ " Warrenton #1208-2588. Must be sewn into waistband and extend the entire length of the breeches along the side seams and cut to conform to the peg in such a manner as to accentuate the appearance of the peg. To be trimmed on the outside edge only with ¼" gold nylon braid. The finished stripe must measure 1 ½".

**SEWING:** Breeches to be sewn with A-3 vat dyed thread or equal. Center seat seam to be sewn on Union Special or equal, four threads of Uticore (Polyester Core) or equal. Side seams and inseams to be sewn with Union Special, two threads.

**OUTLETS:** Breeches to have sufficient outlets to facilitate easy alterations. There is to be a 2 ½ " outlet on the waist and a 1 ½ " outlet on the inseam.

**NOTE:** The Warrenton #1208-2588 will be furnished by the Division of State Police.

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**(4) CONNECTICUT STATE POLICE UNIFORM SERVICE STRIPES** - Exhibit B- Price Schedule Item 8

**GENERAL:** Size, shape and style to conform to scale rendering attached. Service stripes may be ordered with two to six parallel stripes on the same piece of background fabric.

**SIZE:** Single Stripe: 5/8" x 4" (measured horizontally).

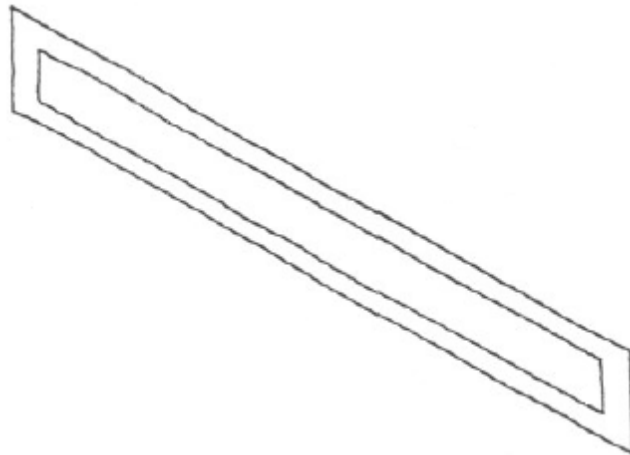
**FABRIC:** Royal Blue Warrenton Cloth #1208-2588.

**EMROIDERY YARN:** L-14 gold silk stripe(s) with 1/8" cloth border.

**BACK SIZING:** Permanent finish, 100% Acrylic Polymer, to fuse together buckram and base fabric.

**NOTE:** The Warrenton #1208-2588 will be furnished by the Division of State Police.

Service Stripe sketch:





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#### **2. ADDITIONAL TERMS AND CONDITIONS:**

##### **(a) Contract Separately/Additional Savings Opportunities**

DAS reserves the right to either seek additional discounts from the Contractor or to contract separately for a single purchase, if in the judgment of DAS, the quantity required is sufficiently large, to enable the State to realize a cost savings, over and above the prices set forth in Exhibit B, whether or not such a savings actually occurs.

##### **(b) P-Card (Purchasing MasterCard Credit Card)**

Notwithstanding the provisions of Section 4(b)(2) of the Contract, purchases may be made using the State of Connecticut Purchasing Card (MasterCard) in accordance with Memorandum No. 2011-11 issued by the Office of the State Comptroller.

Contractor shall be equipped to receive orders issued by the Client Agency using the MasterCard. The Contractor shall be responsible for the credit card user-handling fee associated with MasterCard purchases. The Contractor shall charge to the MasterCard only upon acceptance of Goods delivered to the Client Agency or the rendering of Services.

The Contractor shall capture and provide to its merchant bank, Level 3 reporting at the line item level for all orders placed by MasterCard.

Questions regarding the state of Connecticut MasterCard Program may be directed to Ms. Kerry DiMatteo, Procurement Card Program Administrator at 860-713-5072.

##### **(c) Subcontractors**

DAS must approve any and all subcontractors utilized by the Contractor in writing prior to any such subcontractor commencing any work. Contractor acknowledges that any work provided under the Contract to any state entity is work conducted on behalf of the State and that the Commissioner of DAS or his/her designee may communicate directly with any subcontractor as the State deems to be necessary or appropriate. Contractor shall be responsible for all payment or fees charged by the subcontractor(s). A performance evaluation of any subcontractor shall be provided promptly by the Contractor to DAS upon request.

##### **(d) Security and/or Property Entrance Policies and Procedures**

Contractor shall adhere to established security or property entrance policies and procedures or both for each requesting Client Agency. It is the responsibility of each Contractor to understand and adhere to those policies and procedures prior to any attempt to enter any Client Agency premises for the purpose of carrying out the scope of work described in this Contract.