

SPECIFICATION A

LEATHER, BROWN OIL GRAIN

CONTRACT OVERVIEW:

This IFB # **6100048274** is being issued by the Pennsylvania Department of General Services (DGS), Bureau of Procurement (BOP), on behalf of the Pennsylvania Department of Corrections (DOC), Bureau of Pennsylvania Correctional Industries (PCI) for Leather to be used in boot manufacturing at the State Correction Institution (SCI) at Phoenix. Purchase Orders may be issued against this contract following the specifications outlined in this document and as part of Section V.7 CONTRACT-005.1a Agency Purchase Orders (July 2015) of the Terms and Conditions.

This solicitation is part of the Small Business Procurement Initiative; therefore, Bidders must qualify and self-certify as a small business according to the PA Department of General Services website ([Small Business Contracting Program](#)) in order to participate in this solicitation.

TERM OF CONTRACT:

This contract shall begin on the effective date to be no earlier than July 1, 2019 and shall expire June 30, 2021.

OPTION TO RENEW:

This contract may be renewed for three (3) additional one (1) year terms by mutual agreement between the Commonwealth and the awarded Supplier per Section V.3 CONTRACT-002.2b Renewal of Contract Term – Mutual (Oct 2013) of the Terms and Conditions.

ESTIMATED QUANTITIES:

Quantities are estimated and are based on anticipated annual usage.

AWARD:

This is a single-award contract. The Supplier offering the lowest price who is deemed responsive and responsible *that meets the Material Specifications (i.e. pass the testing described below)* shall be awarded the contract.

INCURRING COSTS: The Commonwealth is not liable for any costs or expenses incurred by bidders in preparation of their bid for this IFB.

MATERIAL SPECIFICATIONS:

The specifications are as follows: "H" Weight. Cow Hide (Bovine). Water buffalo, oxen, or other type of hide that may change the process is **not** permitted. Not less than 4.5 oz or more than 5 oz on standard thumb scale. Not less than 18 Square feet per hide. No Tender or Grain Crock. Natural Back. Color fast and no redye. High temperature finish. Color: Brown. No directional cutting. Top Quality Finished Split Leather, Shoe Upper. Leather to be wet processed and not PU Coated. Chromium tanning process to use, Wet-Blue. Each hide stamped with square footage corresponding with hide.

SAMPLING AND TESTING:

Phoenix must test and approve a bid sample before an award is made. Bidders must mail a sample with a packing slip to be evaluated to Department of General Services, Bureau of Procurement, Attn: Shelbie Pickering, DGS/BOP, 555 Walnut Street, 6th Floor Forum Place, Harrisburg, PA 17101. Bidders should include

their company name and solicitation number 6100048274 on their packing slip. The sample must be received PRIOR to the solicitation due date and time (Submission Deadline).

The sample must be at least eighteen (18) square feet and represent a full hide. A hide that is noticeably trimmed will not be accepted. If samples do not meet the requirements, the lowest bidder may be dismissed and the bid may be rejected.

Samples should be representative of materials produced and delivered to Phoenix on all shipments. PCI reserves the right to perform laboratory analyses to confirm conformance to specifications at any time. Should additional testing be necessary to address quality problems or contract disputes, this testing shall be done by an independent, non-affiliated certified testing laboratory. The bid and/or purchase order may be rejected, and the cost for any independent laboratory testing of the material shall be borne by the Supplier.

EVALUATION AND TESTING:

Listed below are evaluation points and actions, and some of which include reasons why testing is required:

- 1) Thickness measurement: not less than 4.5 oz or more than 5 oz on standard thumb scale. Reason: In our process 82 operation, leather must meet thickness specifications for
 - a) The sewing process, in how the leather parts are attached to each other, thickness variances increase machine wear and decreases proper alignment.
 - b) The vulcanization process, precise calibration is routinely preformed to ensure proper fit of the leather upper (assembled leather parts) to the mold last. In effect, lowering thickness creates rubber blowouts and raising thickness creates a cutting action when the floating cast metal mold closes to entrap the leather upper to the last.
- 2) Embossing and strength of finish: test preformed by taking a metal key or tag and pulling it under the hide while viewing the embossing to see whether it pulls out easily. In testing the finish, the same key or tag is dragged semi-roughly across the top of the hide.
 - a) This test is to determine whether the embossing or finish will peel within the manufacturing process.
 - b) Review whether veins are excessive;
 - i) veins create weak spots in the finish/embossing and can easily break through and expose the backing
- 3) Review color adherence, by folding leather into a 90° to 180° bend and look for cracking or peeling.
- 4) Strength of hide, a clean scissor cut is made several inches in from the edge and the hide is pulled aggressively from the cut.
 - a) The main reason for this is to ensure the leather will withstand welt attachment to the leather upper, where five (5) threads per inch penetrate 3/8" to 1/2" from edge of leather.
- 5) Back of hide is check for excessive hairiness.
 - a) We produce an unlined shoe, so the back of the hide is completely visible;
 - b) In addition, excessive hair covers natural veining (see 2(i))
- 6) Check for excessive knife and slash marks. No more than **three** per hide.
 - a) Knife and slash marks are produced during the manufacturing of leather, i.e. knife cutting, staking and running through a splitter;
 - b) Knife and slash marks are reviewed and specifically coincide with yield of hide, e.g. a hide with excessive knife and/or slash marks has reduced yield or usable leather.
- 7) Review backer is natural color
 - a) Backer (back of hide) cannot contain dye
- 8) Review cleanliness of hide
 - a) Leather hides cannot be contaminated with debris or foreign material

If the hide passes the above, the following will also occur:

- 1) A sample of the hide, approximately 1 square foot, is removed and submersed in leather softener (unwaxed Primeol). After several seconds of soak the sample is removed and placed within a heated "toe former".
 - a) This test is used to check the finish, whether 300°F is tolerable

- 2) If the leather passes the toe forming operation, a sample pair of boots is placed into production. Reviews:
 - a) Die cut ability
 - b) Leather skiving
 - c) Sewing
 - d) Eyelet attachment
 - e) Vulcanizing
 - must sustain 350° contact heat without peeling or cracking
 - veining must not open
 - must have strength to retain welt pressure
 - embossing must not pull out during lasting
 - f) Buffing

INCURRING COSTS:

The Commonwealth is not liable for any costs or expenses incurred by Suppliers in the preparation of their bids.

PACKING REQUIREMENTS:

Leather must be delivered in sealed wood crates or palletized for handling. Each crate must contain a complete inventory of the number of hides and complete square footage contained within. Accurate square footage and skid numbers must be clearly stenciled on the outside of each skid. Packing slips for entire delivery must contain skid numbers and the square footage for each skid ticket containing the individual count of hides in each bundle of four (4) to five (5) hides. Failure to adhere to these requirements may be reason to reject the shipment.

DELIVERIES:

All deliveries shall be FOB destination to Department of Corrections, SCI-Phoenix. The bid price includes all transportation, delivery, and handling charges.

Delivery appointments must be made 48 hours prior to a delivery by calling SCI-Phoenix, Correctional Industries at 610-409-7890 Extensions 1452 or 1456 and provide the freight carrier name. Unless otherwise stated on a Purchase Order(s) or in writing, deliveries should be made between the hours of 7:30 a.m. - 10:00 a.m. and 12:00 p.m. to 2:30 p.m. eastern time, Monday through Friday, except on Commonwealth holidays. *If shipment is one-half truck load or less, it should be delivered no later than 2:30 p.m. eastern time or if a shipment is a full truck load, it can be delivered no later than 10:00 a.m. eastern time.*

Leather deliveries should be made to the following address unless otherwise noted on Purchase Order(s):

Correctional Industries SCI Phoenix
1200 Mokychie Drive
Collegeville, PA 19426
Contact: Gerald Arasin

Maximum Truck Height: NA
Maximum Overall Length: NA

PCI reserves the right to reject shipments of material that are visibly out of specification or greater than 20% of the requested amount. Packing slips should match the amount being delivered (*refer to Packaging Requirements above*) and should include the PO #.

Materials ordered on this contract must meet a delivery deadline of 90 days After Receipt of Order (ARO), unless otherwise agreed to in writing and noted on a Purchase Order(s). Should an awarded Supplier fail to meet the delivery deadline of 90 days ARO or a predetermined delivery deadline set forth in a Purchase Order(s), the Commonwealth reserves the right to cancel the Purchase Order(s). In addition, the Commonwealth reserves the right to hold Suppliers liable for any excess costs for terminated Purchase Orders either directly or by offsetting the amount of additional costs incurred.

Shipments which are visibly damaged upon delivery may be immediately rejected. If damage is not initially noticed PCI will follow section V.14 CONTRACT-010.1a Acceptance (Oct 2006) of the Terms and Conditions.

PRICE ADJUSTMENTS:

The awarded Supplier may request an update to their awarded pricing on the anniversary date or at the time of renewal. Any such request must be submitted in writing to the Issuing Office for review and approval. The Supplier is required to justify any price increase in a clear concise manner and may possibly be required to submit documentation supporting the price adjustment.

INQUIRIES:

Any questions regarding this contract may be directed to Shelbie Pickering at 717-703-2947 or at spickering@pa.gov.