



# REQUEST FOR QUOTATION

PLEASE COMPLETE THE FOLLOWING CONTACT INFORMATION:

NOTES:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Title: \_\_\_\_\_

E-mail: \_\_\_\_\_

Federal Identification Number: \_\_\_\_\_

1. Quoted prices are to be net thirty (30) calendar days: all discounts are to be deducted and reflected in net prices.
2. The County reserves the right to reject any and/or all quotes, to waive any technicalities in the quote, and to take whatever action is in the best interest of Washington County, Maryland.
3. The County is exempt from State of Maryland Sales Tax. The County's Maryland Sales Tax Exemption Number is 3000129 2.

## RETURN QUOTATIONS TO:

WASHINGTON COUNTY PURCHASING DEPARTMENT  
Washington County Administration Complex  
100 West Washington Street, Third Floor, Suite 3200  
Hagerstown, Maryland 21740

Attention: *Aaron Weisner, Procurement Specialist I*

Telephone Number: 240-313-2330

**REQUEST FOR QUOTATION  
THIS IS NOT  
AN ORDER**

**DATE ISSUED**

June 22, 2022

**DELIVERY WANTED**

See Attachment

## DESCRIPTION

### EXAMINATION GLOVES FOR VARIOUS COUNTY DEPARTMENTS

**Q-22-723**

*(See Attached Instructions & Specifications)*

**QUOTATION DUE: Wednesday, July 20, 2022, no later than 3:00 P.M., (EDT/EST)** and must be time-stamped in the Purchasing Department. Opening of quotations will follow. Interested parties are invited to attend in person or by teleconference, please call prior to the opening 240-313-2330 to receive instructions as to how to hear a reading of the quotes.

**QUOTATIONS TO BE ADDRESSED TO:** Washington County Purchasing Department, Attn: Aaron Weisner, Procurement Specialist I, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740 and enclosed in a sealed opaque envelope marked "**QUOTATION – (Q-22-723) EXAMINATION GLOVES**" and bearing the Quoter's name and address. Having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, materials and equipment called for by said specifications and instructions for the costs as specified on the attached Form of Proposal.

**NOTE: This page is to be returned with the attached Form of Proposal.**

We quote you as above - F.O.B. \_\_\_\_\_

Official Signature \_\_\_\_\_

Name Printed \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Acknowledge Addenda # \_\_\_\_\_ Date \_\_\_\_\_

# \_\_\_\_\_ Date \_\_\_\_\_, # \_\_\_\_\_ Date \_\_\_\_\_

Delivery/Service can be performed no later than

\_\_\_\_\_ calendar days from receipt of order.

Date \_\_\_\_\_

**EXAMINATION GLOVES FOR  
VARIOUS COUNTY DEPARTMENTS  
Q-22-723**

**INSTRUCTIONS**

1. **AWARD:** Award shall be made to the responsive, responsible Quoter submitting the *lowest responsive Quotation for each item*. Quoters may submit pricing on one or multiple items. The successful Quoter(s) shall extend their pricing to the County Volunteer Fire & Rescue Companies. These companies are located throughout Washington County, Maryland in the towns of Hancock, Clear Spring, Sharpsburg, Boonsboro, Hagerstown, Williamsport, Funkstown, Fairplay, Maugansville, and Smithsburg. The companies shall issue orders independently that of the County and all financial transactions shall be conducted separately with each individual company. Carelessness in quoting prices, or in preparation of quotation otherwise, will not relieve the Quoter. Erasures or changes in quotations must be initialed.
2. **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION:** The quoter/vendor certifies, by submission of this quotation or acceptance of this contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this quotation that it will include this clause without modification in all lower tier transactions, solicitations, quotations, contracts, and subcontracts. Where the quoter/vendor or any lower tier participant is able to certify to this statement, it shall attach an explanation to this solicitation/proposal.
3. **DELIVERY:** Deliveries shall be F.O.B. Destination to the County departments listed in the Request for Quotation document, as required and delivered within seventy-two (72) hours from order placement. Departments will submit a purchase order for the contract period and will call or email quantities to be delivered as needed.
4. **DELIVERY FAILURES:** Failure of a Quoter to deliver according to a mutually agreed upon delivery schedule or failure to make replacements of rejected articles within forty-eight (48) County-business hours, or as directed by the Director of Purchasing shall constitute authority for the Director of Purchasing to purchase in the open market articles of comparable grade to replace the articles rejected or not delivered. On all such purchases, the Quoter shall reimburse the County, within a reasonable time specified by the Director of Purchasing, for any expense incurred in excess of contract prices or the County may deduct such amount from monies owed the defaulting Quoter. Such purchases shall be deducted from contract quantities.
5. **DISPUTES:** In cases of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the County Commissioners or authorized representative shall be final and binding on both parties.
6. **EQUAL OPPORTUNITY:** The Board of County Commissioners of Washington County, Maryland does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services. Individuals requiring special accommodations are requested to contact the Purchasing Department at 240-313-2330 Voice,

TTY Dial 711 to make arrangements no later than seven (7) calendar days prior to the Request for Quotation Opening.

7. **EXCEPTION:** The submission of a quote shall be considered an agreement to all items, conditions, and specifications provided herein and in the various quotation documents unless specifically noted otherwise in the proposal.
8. **INSPECTIONS:** Inspection and acceptance of materials or supplies shall be made after delivery. Final inspection shall be conclusive except as regards latent defects, fraud, or such gross mistakes as amount to fraud. Final inspection and acceptance or rejection of the materials or supplies shall be made as promptly as practicable, but failure to inspect and accept or reject materials or supplies shall not impose liability on the County for such materials or supplies as are not in accordance with the specifications. All delivered materials shall be accepted subject to inspection and physical count.
9. **INSURANCE:** The successful Quoter must show upon request and prior to the execution of a Contract or issuance of Purchase Orders the Agreement and as required by the County during the term of the contract evidence of appropriate insurance as outlined in the attached copy of the Washington County's – Insurance Requirements for Independent Contractors Policy. The project shall be identified on the certificate and the *Board of County Commissioners of Washington County, Maryland shall be named as an additional insured on the certificate of insurance.* The certificate holder on the certificate shall be named as such; Board of County Commissioners of Washington County, Maryland, 100 West Washington Street, Hagerstown, Maryland.
10. **INTERPRETATION, DISCREPANCIES, OMISSIONS:** Should any Quoter find discrepancies in, or omissions from the documents, or be in doubt of their meaning, or feel that the specifications are discriminatory, he/she should at once request in writing, an interpretation from Aaron Weisner, Procurement Specialist I, Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, MD 21740, Fax: 240-313-2331; or send questions in Microsoft Word platform via-email to [purchasingquestions@washco-md.net](mailto:purchasingquestions@washco-md.net).

All necessary interpretations will be issued to all Quoters by the Washington County Director of Purchasing in the form of addenda to the specifications, and such addenda shall become part of the Contract Documents. Exceptions as taken in no way obligates the County to change the specifications. Failure of any Quoter to receive any such addendum or interpretation shall not relieve such Quoter from any obligation under his/her quotation as submitted. The County will assume no responsibility for oral instructions or suggestions. **ORAL ANSWERS WILL NOT BE BINDING ON THE COUNTY.** Requests received after 4:00 P.M. (EDT/EST) on Wednesday, July 6, 2022 may not be considered.

11. **LATE CHARGES:** Assessments will be made at the rate of one (1%) percent of the total quoted price per day if the successful Quoter fails to deliver by deadline for delivery. This assessment shall be deducted from the invoice price for the scheduled delivery.

12. **MULTIPLE QUOTES:** No Quoter shall be allowed to offer more than one (1) price on each item even though he/she may feel that there are two (2) or more types or styles that will meet specifications. Quoters must determine for themselves which to offer. If said Quoter should submit more than one (1) price on any item, all prices for that item may be rejected at the discretion of the Director of Purchasing.
13. **PAYMENT:** Payment will be made by the County within thirty (30) calendar days after the submittal of an invoice from the successful Quoter. The invoice shall be mailed directly to the respective department listed in the Request for Quotation document. No costs (i.e., fuel surcharges) shall be charged in addition to the furnished Quoter's quotation response during the contract period.
14. **PAYMENT OF COUNTY AND MUNICIPAL TAXES:** Effective October 1, 1993, in compliance with Section 1-106(b)(3) of the Code of the Public Local Laws of Washington County, Maryland, "If a Quoter has not paid all taxes owed to the County or a municipal corporation in the County, the County Commissioners may reject the Request for Quotation".
15. **POLITICAL CONTRIBUTION DISCLOSURE:** In accordance with Maryland Code, State Finance and Procurement Article, §17-402, the Bidder shall comply with Maryland Code, Election Law Article, Title 14, which requires that every person that enters into contracts, leases, or other agreements with the State, a county, or any incorporated municipality, or their agencies during a calendar year in which the person receives in the aggregate \$100,000 or more, shall file with the State Administrative Board of Election Laws a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election. The statement shall be filed with the State Administrative Board of Election Laws: (1) before a purchase or execution of a lease or contract by the State, a county, an incorporated municipality or their agencies, and shall cover the preceding two (2) calendar years; and (2) if the contribution is made after the execution of a lease or contract, then twice a year, throughout the contract term, on: (a) February 5, to cover the 6-month period ending January 31; and (b) August 5, to cover the 6-month period ending July 31.
16. **PRE-QUOTATION CONFERENCE/TELECONFERENCE:** A Pre-Quotation Conference/Teleconference will be held in person in the Washington County Administration Complex Conference Room 3000, Third Floor, 100 West Washington Street, Hagerstown, Maryland on **Wednesday, June 29, 2022 at 2:00 P.M (EDT/EST)**. All interested quoters wishing to take part in the meeting by teleconference shall call prior to the meeting 240-313-2330 to receive instructions. All interested quoters are requested to take part in the conference. Participation in the meeting is not mandatory but is strongly encouraged.
17. **QUANTITY:** This contract is an "indefinite quantity contract". The parties to this contract guarantee no estimated quantities. The quantities stated have been based on prior annual usage and actual orders will depend on departmental requests. Quantities stated herein are given as a general guide for bid purposes only and are not guaranteed amounts. The contract shall be for the County's total requirements and may be less or greater than those estimated herein. The County shall not be obligated to purchase any minimum or maximum quantity. The County reserves the right to award contracts for each item based on a one (1) year term.

18. **QUOTATION SUBMISSION:** Quotations are to be enclosed in a sealed opaque envelope marked “**QUOTATION – (Q-22-723) EXAMINATION GLOVES**” and bearing the vendor's name and address. Quotations are to be addressed to:

Washington County Purchasing Department  
Attn: Aaron Weisner - Procurement Specialist I  
Washington County Administration Complex  
100 West Washington Street, Suite 3200  
Hagerstown, MD 21740

Quotations must be received, and time stamped in the Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740, telephone 240-313-2330, no later than **3:00 P.M. (EDT/EST), Wednesday, July 20, 2022**. Quotations will be opened at that time in Suite 3000, 100 West Washington Street, Hagerstown, Maryland, 21740. All interested parties are invited to attend the reading of the quotes or for those quoters that are interested in only hearing a reading of quotes shall call prior to the meeting 240-313-2330 for instructions.

Quotes shall be made on the forms provided. Numbers shall be stated both in writing and in figures. Quotations must be signed in writing by the Quoter, or an authorized agent of the Quoter, if the Quoter is a corporation.

**NOTE:** All Quoters must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their quotation and/or to attend the Pre-Quotation Conference. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

19. **REGISTRATION WITH THE MARYLAND DEPARTMENT OF ASSESSMENTS AND TAXATION:** Prior to contracting, private corporations must either be incorporated in the State of Maryland or registered with the Maryland Department of Assessments and Taxation as a foreign corporation and must be in good standing. Proof of such standing is required prior to the start of the contracting process and shall remain in good standing during the contract period. The website for the State Department of Assessments and Taxation is: <http://dat.maryland.gov/Pages/sdatforms.aspx#BNE>. The phone numbers for the State Department of Assessments and taxation are: **(410) 767-1184** or **(888) 246-5941**.
20. **RESERVATIONS:** The Board of County Commissioners of Washington County, Maryland, reserves the right to accept or reject any or all quotes, to waive formalities, informalities and technicalities therein. The Board reserves the right to contact a Quoter for clarifications and

may, at its sole discretion, allow a Quoter to correct any and all formalities, informalities and technicalities in the best interest of Washington County, Maryland.

21. **SUBSTITUTIONS/SAMPLES:** Any Quoter who contemplates offering a product that differs from that specified *MUST* obtain the County's written approval prior to quotation opening. *Substitution samples (minimum ten (10) pairs of gloves, size - large)* shall be received in the Purchasing Department no later than **4:00 P.M. (EDT/EST), Wednesday, July 6, 2022**. Requests received after this deadline for substitutions may not be considered. All such decisions will be considered final and not subject to further evaluation. **The County will not consider or accept substitutions for item Nos. 6, 7, 8, 10, 11, 12, 14, 15, 16, and 17.** All correspondence regarding this quote shall be directed to and issued by the Washington County Purchasing Department. **Direct all inquiries to the County's Procurement Specialist I, Aaron Weisner, at 240-313-2330.**
22. **TERM OF CONTRACT:** The submitted pricing shall be effective for the period of September 1, 2022 through August 31, 2023.
23. **TERMINATION FOR DEFAULT:** If the awarded Quoter fails to fulfill its obligation under this contract properly and on time, or otherwise violates any provision of the contract, the County may terminate the contract by written notice to the awarded Quoter. The notice shall specify the acts or omissions relied upon as cause for termination. All finished or unfinished work provided by the awarded Quoter shall, at the County's option, become the County's property. The County shall pay the awarded Quoter fair and equitable compensation for satisfactory performance prior to receipt of notice of termination, less the amount of damages caused by awarded Quoter's breach. If the damages are more than the compensation payable to the awarded Quoter, the Quoter will remain liable after termination and County can affirmatively collect damages.
24. A copy of last year's quotation tabulation (Q-21-698) can be viewed at:  
<https://www.washco-md.net/wp-content/uploads/purch-q-21-698-bidtab.pdf>

**Background and Applicability:**

In conjunction with the Office of Management and Budget and other affected Federal agencies, DOT published an update to 49 CFR Part 29 on November 26, 2003. This government-wide regulation implements Executive Order 12549, *Debarment and Suspension*, Executive Order 12689, *Debarment and Suspension*, and 31 U.S.C. 6101 note (Section 2455, Public Law 103-355, 108 Stat. 3327).

The provisions of Part 29 apply to all grantee contracts and subcontracts at any level expected to equal or exceed \$25,000 as well as any contract or subcontract (at any level) for Federally required auditing services, 49 CFR 29.220(b). This represents a change from prior practice in that the dollar threshold for application of these rules has been lowered from \$100,000 to \$25,000. These are contracts and subcontracts referred to in the regulation as “covered transactions”.

Grantees, Contractors, and Subcontractors (at any level) that enter into covered transactions are required to verify that the entity (as well as its principals and affiliates) they propose to contract or subcontract with is not excluded or disqualified. They do this by (a) Checking the Excluded Parties List System, (b) Collecting a certification from that person, or (c) Adding a clause or condition to the contract or subcontract. This represents a change from prior practice in that certification is still acceptable but is no longer required, 49 CFR 29.300.

Grantees, Contractors, and Subcontractors who enter into covered transactions also must require the entities they contract with to comply with 49 CFR 29, Subpart C and include this requirement in their own subsequent covered transactions (i.e., the requirement flows down to subcontracts at all levels).

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the Contractor is required to verify that none of the Contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The Contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

By signing and submitting its quote, the Quoter certifies as follows: The certification in this clause is a material representation of fact relied upon by the *County*. If it is later determined that the Quoter knowingly rendered an erroneous certification, in addition to remedies available to the *County*, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

The Quoter agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer.

The Quoter further agrees to include a provision requiring such compliance in its lower tier covered transactions.

Company Name \_\_\_\_\_

Signature of Contractor’s Authorized Official \_\_\_\_\_

Printed Name of Contractor’s Authorized Official \_\_\_\_\_

Printed Title of Contractor’s Authorized Official \_\_\_\_\_

Date \_\_\_\_\_

**EXAMINATION GLOVES FOR  
VARIOUS COUNTY DEPARTMENTS  
Q-22-723**

**DELIVERY LOCATIONS:**

The submitted pricing period shall be September 1, 2022 through August 31, 2023. Deliveries shall be F.O.B. Destination, Inside Delivery to the following County departments and as may be required by other departments. Most County offices will be closed on County posted holidays. (See **Attached - 2022/2023 Holiday Schedule**) Delivery locations are as follows, but not limited to:

Attn: Kathy Schlotterbeck  
Detention Center  
500 Western Maryland Parkway  
Hagerstown, MD 21740-5199  
Phone: 240-313-2135  
(Delivery Hours: M - F, 8 AM - 4 PM)

Attn: Ronnie Knight  
Water Quality  
Division of Environmental Management  
16232 Elliott Parkway  
Williamsport, MD 21795-4083  
Phone: 240-313-2606  
(Delivery Hours: M - F, 6 AM – 2 PM)

Attn: Shawn Harbaugh  
Transit Department  
1000 West Washington Street  
Hagerstown, MD 21740-5212  
Phone: 240-313-2749  
(Delivery Hours: M - F, 7 AM – 1 PM)

Attn: Dave Blubaugh  
Highway Department  
601 Northern Avenue  
Hagerstown, MD 21742-2795  
Phone: 240-313-2726  
(Delivery Hours:  
April through October – M - Th, 7 AM - 3 PM;  
November through March – M - F, 8 AM - 2 PM)

Attn: Shelly Dick  
Sheriff's Patrol Division  
500 Western Maryland Parkway  
Hagerstown, MD 21740-5199  
Phone: 240-313-2198  
(Delivery Hours: M - F, 8 AM - 4 PM)

Attn: Kim Faith  
Building Grounds and Facilities  
1307 South Potomac Street  
Hagerstown, MD 21740-7300  
Phone: 240-313-2710  
(Delivery Hours: M - F, 7 AM - 3 PM)

Attn: Bonnie Keltner  
Emergency Services  
16232-B Elliott Parkway  
Williamsport, MD 21795-4083  
Phone: 240-313-4360  
(Delivery Hours: M - F, 7:30 AM - 4 PM)

Attn: Jamie Calendrelle  
Solid Waste  
2630 Earth Care Road  
Hagerstown, MD 21740-2189  
Phone: 240-313-2793  
(Delivery Hours: M - F, 7:30 AM - 2:30 PM)

Attn: Jennifer Norford  
Sheriff's Office - Judicial Division  
Court House Annex  
24 Summit Avenue, Suite 101  
Hagerstown, MD 21740-4896  
Phone: 240-313-2533  
(Delivery Hours: M - F, 8 AM - 4 PM)

Attn: Jordan Leach  
Hagerstown Regional Airport  
18434 Showalter Road  
Hagerstown, MD 21742  
Phone: 240-313-2777  
(Delivery Hours: M - F, 8:00 AM - 4 PM)



Attn: Tonya Michalsky  
Narcotics Task Force  
10310 Governor Lane Blvd., Suite 6001  
Williamsport, MD 21795  
Phone: 301-791-3205  
(Delivery Hours: M - F, 8 AM - 4 PM)

Attn: Meaghan Willis  
Day Reporting Center  
145 Iko Way, Ste. 101  
Hagerstown, MD 21740  
Phone: 240-313-2855  
(Delivery Hours: M - F, 8:00 AM - 4 PM)

Attn: Steven Barnhart  
Hancock Rescue Squad  
6 E. Main Street  
Hancock, MD 21750  
Phone: 301-678-6774  
(Delivery Hours: M - F, 8:00 AM - 4 PM)

Attn: Douglas Arnold  
Sharpsburg Volunteer Fire Company  
110 West Chapline Street  
Sharpsburg, MD 21782  
Phone: 301-432-6321  
(Delivery Hours: M - F, 8:00 AM - 4 PM)

Attn: Lane Heimer  
Weed Control  
100 W. Washington Street  
Hagerstown, MD 21740  
Phone: 301-677-9376  
(Delivery Hours: M - F, 8:00 AM - 4 PM)

**EXAMINATION GLOVES FOR  
VARIOUS COUNTY DEPARTMENTS  
Q-22-723**

**SPECIFICATIONS**

**DESCRIPTION: (Approximate usage is based on a twelve [12] month period)**

County Item #	Specifications	Estimated Annual Usage-boxes (based on 100 pieces per box/indicate if different)
1	Vinyl, Non-Sterile, <i>Large</i> , minimum of 4 mil.	2
2	Nitrile Glove, Powder-Free, Textured Grip <i>Small</i> , 5 mil.	50
3	Nitrile Glove, Powder-Free, Textured Grip <i>Medium</i> , 5 mil.	118
4	Nitrile Glove, Powder-Free, Textured Grip <i>Large</i> , 5 mil.	203
5	Nitrile Glove, Powder-Free, Textured Grip <i>X-Large</i> , 5 mil.	305
6	Nitrile Glove, Powder-Free, Textured Grip, <i>XX-Large</i> , 5 mil	2
7	UL315S - Exam Glove, <i>Small</i> , <b>Microflex Ultra One #UL315</b> , Powder Free, Textured Fingers, 12"	2
8	UL315M, Exam glove, <i>Medium</i> , <b>Microflex Ultra One #UL315</b> , Powder Free, Textured Fingers, 12" Length, no substitutions	180
9	UL315L, Exam glove, <i>Large</i> , <b>Microflex Ultra One #UL315</b> , Powder Free, Textured Fingers, 12" Length, no substitutions	106
10	UL315XL, Exam glove, <i>X Large</i> , <b>Microflex Ultra One #UL315</b> , Powder Free, Textured Fingers, 12" Length, no substitutions	200
11	Exam glove, <i>2X- Large</i> , comparable to <b>Microflex Ultra One #UL315 or 14 mil glove</b> , Powder Free, Textured Fingers, 12" Length	200
12	<b>Thickster Latex 6602-20</b> Exam glove, <i>Medium</i> , Powder Free, Textured Fingers, 12" Length, 14 mil., beaded cuff, no substitutions	50
13	<b>Thickster Latex 6603-20</b> Exam glove, <i>Large</i> , Powder Free, Textured Fingers, 12" Length, 14 mil., beaded cuff, no substitutions	641
14	<b>Thickster Latex 6604-20</b> Exam glove, <i>X-Large</i> , Powder Free, Textured Fingers, 12" Length, 14 mil., beaded cuff, no substitutions	181

*Specifications*

**Examination Gloves for Various County Departments**

Q-22-723

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County Item #	Specifications	Estimated Annual Usage-boxes (based on 100 pieces per box/indicate if different)
15	<b>Thickster Latex 6604-20</b> Exam glove, <i>2X-Large</i> , Powder-Free, Textured Fingers, 12" Length, 14 mil., beaded cuff	2
16	<b>Microflex Midnight - MK296S</b> , Black, Powder-Free, Nitrile Standard Exam Glove <i>Small</i> - length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions	4
17	<b>Microflex Midnight - MK296M</b> , Black, Powder-Free, Nitrile Standard Exam Glove <i>Medium</i> - length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions	84
18	<b>Microflex Midnight - MK296L</b> , Black, Powder-Free, Nitrile Standard Exam Glove <i>Large</i> - length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions	248
19	<b>Microflex Midnight - MK296XL</b> , Black, Powder-Free, Nitrile Standard Exam Glove <i>X Large</i> - length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions	568
20	Powder-Free, Nitrile Standard Exam Glove comparable to <b>Microflex Midnight - MK296</b> , Black, <i>2X Large</i> , length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16	304
21	<b>Microflex Midnight</b> , Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) small, - length 300mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil	15
22	<b>Microflex Midnight</b> , Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) Medium, - length 300 mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil	25
23	<b>Microflex Midnight</b> , Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) Large, - length 300 mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil	50
24	<b>Microflex Midnight</b> , Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) X-Large, - length 300 mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3mil	45
25	<b>Microflex Midnight</b> , Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) XX-Large, - length 300 mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil	25
26	<b>Nickelbacks</b> - 6 mil, Sweat Absorbing Nitrile Gloves, X-Large	5
27	<b>Nickelbacks</b> - 6 mil, Sweat Absorbing Nitrile Gloves, XX-Large	2

**ALL GLOVES SHALL BE MEDICAL GRADE  
ORDERS SHALL BE DELIVERED WITHIN SEVENTY-TWO (72) HOURS FROM ORDER PLACEMENT**

**FORM OF PROPOSAL**  
*(Price per box containing 100 pieces)*

**EXAMINATION GLOVES FOR  
VARIOUS COUNTY DEPARTMENTS  
Q-22-723**

**Item 1** - Vinyl Glove, Non-Sterile, size *Large*, 4 mil. or County approved equal.  
Approximate usage 2 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per case)*

**Item 2** - Nitrile Glove, Powder-Free, Textured Grip, size *Small*, 5 mil. or County approved equal.  
Approximate usage 50 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 3** - Nitrile Glove, Powder-free, Textured Grip, size *Medium*, 5 mil. or County approved equal.  
Approximate usage 118 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 4** - Nitrile Glove, Powder-Free, Textured Grip, size *Large*, 5 mil. or County approved equal.  
Approximate usage 203 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 5** - Nitrile Glove, Powder-Free, Textured Grip, size *X-Large*, 5 mil. or County approved equal. Approximate usage 305 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*)

**Item 6** - Nitrile Glove, Powder-Free, Textured Grip, size *XX-Large*, 5 mil. or County approved equal. Approximate usage 2 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*)

**Item 7 – UL315S** - Exam glove, size *Small*, Microflex Ultra One #UL315, Powder Free, Textured Fingers, 12”. Approximate usage 2 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*)

**Item 8 – UL315M** – Exam glove, size *Medium*, Microflex Ultra One #UL315, Powder-Free, Textured Fingers, 12” Length, no substitutions. Approximate usage 180 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*)

**Item 9 – UL315L** – Exam glove, size *Large*, Microflex Ultra One #UL315, Powder-Free, Textured Fingers, 12” Length, no substitutions. Approximate usage 106 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*)

**Item 10 – UL315XL** – Exam glove, size *Extra Large*, Microflex Ultra One #UL315, Powder-Free, Textured Fingers, 12” Length, no substitutions. Approximate usage 200 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 11** – Exam glove, size *2X-Large*, comparable to Microflex Ultra One #UL315 or 14 mil glove *or County approved equal*, Powder-Free, Textured Fingers, 12” Length. Approximate usage 200 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 12 – Thickster Latex 6602-20** Exam glove, *Medium*, Powder Free, Textured Fingers, 12” Length, 14 mil., beaded cuff, no substitutions. Approximate usage 50 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 13 – Thickster Latex 6603-20** Exam glove, *Large*, Powder Free, Textured Fingers, 12” Length, 14 mil., beaded cuff, no substitutions. Approximate usage 641 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 14 – Thickster Latex 6604-20** Exam glove, *X-Large*, Powder Free, Textured Fingers, 12” Length, 14 mil., beaded cuff, no substitutions. Approximate usage 181 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 15 – Thickster Latex 6604-20** Exam glove, *2X-Large*, Powder Free, Textured Fingers, 12” Length, 14 mil., beaded cuff. Approximate usage 2 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 16 – MK296S - Microflex Midnight**, Black, Powder-Free, Nitrile Standard Exam Glove *Small*-length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions. Approximate usage 4 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 17 – MK296M - Microflex Midnight**, Black, Powder-Free, Nitrile Standard Exam Glove *Medium*- length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions. Approximate usage 84 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 18 – MK296L - Microflex Midnight**, Black, Powder-Free, Nitrile Standard Exam Glove *Large*-length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions. Approximate usage 248 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 19 – MK296XL - Microflex Midnight**, Black, Powder-Free, Nitrile Standard Exam Glove *X Large*- length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16, no substitutions. Approximate usage 568 boxes:

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ *(Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 20** – Powder-Free, Nitrile Standard Exam Glove, comparable to **Microflex Midnight - MK296**, Black, *2X Large*- length 245 mm, cuff 3.1 mil, palm 4.7 mil, finger 5.5 mil, tensile strength 16. Approximate usage 304 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 21** – **Microflex Midnight**, Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) *Small*-length 300mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil. Approximate usage 15 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 22** – **Microflex Midnight**, Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) *Medium*-length 300 mm, cuff 3.1 mil, palm 4.7mil, finger 6.3 mil. Approximate usage 25 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 23** – **Microflex Midnight**, Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) *Large*-length 300 mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil. Approximate usage 50 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)

**Item 24** – **Microflex Midnight**, Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) *X-Large*-length 300 mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil. Approximate usage 45 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: #* \_\_\_\_\_ *boxes per*)



**Item 25 – Microflex Midnight**, Black, Powder-Free, Nitrile XTRA 93-862 (elongated cuff) *XX-Large*-length 300 mm, cuff 3.1 mil, palm 4.7 mil, finger 6.3 mil. Approximate usage 25 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 26 – Nickelback**, 6 mil, Sweat Absorbing Nitrile Gloves, *X-Large*. Approximate usage 5 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**Item 27 – Nickelback**, 6 mil, Sweat Absorbing Nitrile Gloves, *XX-Large*. Approximate usage 2 boxes:

\_\_\_\_\_ DOLLARS (\$) \_\_\_\_\_ )  
(Written Price Per Box) (Figures Per Case)

**Product Item#** \_\_\_\_\_ (*Quoters shall provide quantity [boxes] per case: # \_\_\_\_\_ boxes per*

**POLICY TITLE:** Insurance Requirements for Independent Contractors

**ADOPTION DATE:** August 29, 1989

**EFFECTIVE DATE:** September 1, 1989

**FILING INSTRUCTIONS:**

**I. PURPOSE**

To protect Washington County, Maryland against liability, loss or expense due to damaged property, injury to or death of any person or persons and for care and loss of services arising in any way, out of, or in connection with or resulting from the work or service performed on behalf of Washington County, Maryland.

**II. ACTION**

The following should be inserted in all Independent Contractor Contracts:

"The Contractor shall procure and maintain at his/her sole expense and until final acceptance of the work by the County, insurance as hereinafter enumerated in policies written by insurance companies admitted in the State of Maryland, have A.M. Best rating of A- or better or its equivalent, and acceptable to the County."

1. **Workers Compensation:** The Contractor agrees to comply with Workers Compensation laws of the State of Maryland and to maintain a Workers Compensation and Employers Liability Policy.

Minimum Limits Required:

Workers Compensation -	Statutory
Employers Liability -	\$100,000 (Each Accident)
	\$500,000 (Disease - Policy Limit)
	\$100,000 (Disease - Each Employee)

2. **Comprehensive General Liability Insurance:** The Contractor shall provide Comprehensive General Liability including Products and Completed Operations.

Minimum Limits Required:

\$1,000,000 combined single limit for Bodily Injury and Property Damage.

Such insurance shall protect the County, its agents, elected and appointed officials, commission members and employees, and name the **Board of County Commissioners of Washington County, Maryland on the policy as additional insured** against liability, loss or expense due to damaged property (including loss of use), injury to or death of any person or persons and for care and loss of services arising in any way, out of, or in connection with or resulting from the work of service performed on behalf of Washington County, Maryland.

2. **Comprehensive General Liability Insurance** (continued)

The Contractor is ultimately responsible that Subcontractors, if subcontracting is authorized, procure and maintain at their sole expense and until final acceptance of the work by the County, insurance as hereinafter enumerated in policies written by insurance companies admitted in the State of Maryland, have A.M. Best rating of A- or better or its equivalent, and acceptable to the County.

3. **Business Automobile Liability:** The Contractor shall provide Business Auto Liability including coverage for all leased, owned, non-owned and hired vehicles.

Minimum Limits Required:

\$1,000,000 combined single limit for Bodily Injury or Property Damage.

**Certificate(s) of Insurance:** The Contractor shall provide certificates of insurance requiring a 30-day notice of cancellation to the Purchasing Department, Board of County Commissioners of Washington County, Maryland prior to the start of the applicable project.

Approval of the insurance by the County shall not in any way relieve or decrease the liability of the Contractor. It is expressly understood that the County does not in any way represent that the specified limits of liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the Contractor.

All responsibility for payment of any sums resulting from any deductible provisions, corridor, or self-insured retention conditions of the policy or policies shall remain with the Contractor.

**General Indemnity:** The Contractor shall indemnify, defend and save harmless the Board of County Commissioners of Washington County, Maryland, its appointed or elected officials, commission members, employees and agents for any and all suits, legal actions, administrative proceedings, claims, demands, damages, liabilities, interest, attorneys fees, costs and expenses of whatsoever kind of nature, whether arising before or after final acceptance and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part by reason of any act, error or omission, fault or negligence whether active or passive by the Contractor, or any one acting under its direction, control or on its behalf in connection with or incident to its performance of the Contract.

Revision Date: August 27, 1991  
Effective Date: August 27, 1991  
Revision Date: March 4, 1997  
Effective Date: March 4, 1997

## 2022 / 2023 HOLIDAY SCHEDULE

Holiday	2022	2023
New Year's Day	Saturday, January 1, 2022 (Observed Monday, January 3, 2022)	Sunday, January 1, 2023 (Observed Monday, January 2, 2023)
Martin Luther King's Birthday	Monday, January 17, 2022	Monday, January 16, 2023
President's Day	Monday, February 21, 2022	Monday, February 20, 2023
Good Friday	Friday, April 15, 2022	Friday, April 7, 2023
Memorial Day	Monday, May 30, 2022	Monday, May 29, 2023
Juneteenth	Sunday, June 19, 2022 (Observed Monday, June 20, 2022)	Monday, June 19, 2023
Independence Day	Monday, July 4, 2022	Tuesday, July 4, 2023
Labor Day	Monday, September 5, 2022	Monday, September 4, 2023
Veteran's Day	Friday, November 11, 2022	Saturday, November 11, 2023 (Observed Friday, November 10, 2023)
Day Before Thanksgiving Three (3) Hours Holiday Pay – Early Closure*	Wednesday, November 23, 2022	Wednesday, November 22, 2023
Thanksgiving Day	Thursday, November 24, 2022	Thursday, November 23, 2023
Friday after Thanksgiving	Friday, November 25, 2022	Friday, November 24, 2023
Day Before Christmas Eve Three (3) Hours Holiday Pay – Early Closure*	Friday, December 23, 2022 (Observed Thursday, December 22, 2022)	Saturday, December 23, 2023 (Observed Thursday, December 21, 2023)
Christmas Eve	Saturday, December 24, 2022 (Observed Friday, December 23, 2022)	Sunday, December 24, 2023 (Observed Friday, December 22, 2023)
Christmas Day	Sunday, December 25, 2022 (Observed Monday, December 26, 2022)	Monday, December 25, 2023
Day Before New Year's Eve Three (3) Hours Holiday Pay – Early Closure*	Friday, December 30, 2022 (Observed Thursday, December 29, 2022)	Saturday, December 30, 2023 (Observed Thursday, December 28, 2023)
New Year's Eve	Saturday, December 31, 2022 (Observed Friday, December 30, 2022)	Sunday, December 31, 2023 (Observed Friday, December 29, 2023)