

BUTLER COUNTY COMMISSIONERS

Donald L. Dixon T.C. Rogers Cindy Carpenter

INVITATION TO BID

ITB NO. 19-12-011

**BUTLER COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT UNIFORMS**

**BID DATE AND TIME:
TUESDAY, DECEMBER 3, 2019
10:30 A.M. (EST)**

**BIDS MUST BE RETURNED TO:
BUTLER COUNTY COMMISSIONER'S OFFICE
ATTN: TAWANA KEELS
315 HIGH STREET, 6TH FLOOR
HAMILTON, OH 45011**

LEGAL AD AND NOTICE TO BIDDERS
CONTRACT NO. 19-12-011

Sealed Bids will be received at the office of the Butler County Commissioner's Office, Attn: Tawana Keels, 315 High Street, 6th Floor, Hamilton, Ohio 45011 until 10:30 a.m. EST on Tuesday, December 3, 2019 and will be opened and read aloud at 10:45 a.m. or shortly thereafter in the Commissioners' Conference Room on the 6th Floor in the Butler County Government Services Center, for the Law Enforcement Uniforms in accordance with specifications under Contract No. 19-12-011.

Specifications may be obtained at the office of the Butler County Commissioners; by query at www.butlercountyohio.org/commissioner or by query at www.butlersheriff.org/category/request-for-bids/.

Bidders are required to complete and submit with bid ALL forms that are included with the specifications packet. Bidders are required to use the forms furnished by the County when submitting their bid.

The Board of Butler County Commissioners reserves the right to waive informalities, to reject any and all bids, to accept the bid which is in the best interest of the County as determined by the Board, and to hold bids valid for ninety (90) days from the bid date.

Butler County reserves the right to award partial bids to multiple bidders. Bidders may receive bid awards for some but not all of the items on the specified list.

Bids are to be SEALED and delivered to the office of the Butler County Commissioner's Office, and each bid shall bear on its face the name and address of the bidder and shall be plainly marked "Bid on Contract No. 19-12-011 Law Enforcement Uniforms".

By order of the Board of Butler County Commissioners.

Donald L. Dixon, President

T. C. Rogers, Vice President

Cindy Carpenter, Commissioner

Attest: Flora R. Butler, Clerk

Publish 1 time: Tuesday, November 19, 2019
Hamilton Journal-News

PLEASE NOTE

BID MUST BE SEALED, DELIVERED TO, AND RECEIVED IN THE BUTLER COUNTY BOARD OF COMMISSIONER'S OFFICE ON THE SIXTH FLOOR OF THE BUTLER COUNTY GOVERNMENT SERVICES CENTER, 315 HIGH STREET, HAMILTON, OHIO, BY

10:30 a.m. local time on

TUESDAY, DECEMBER 3, 2019

ANY BID DELIVERED AFTER THE TIME SPECIFIED, ACCORDING TO THE CLOCK IN THE COMMISSIONER'S OFFICE, WILL NOT BE ACCEPTED FOR ANY REASON.

BUTLER COUNTY SHERIFF BID REQUEST

DATE: October 29, 2019

CONTRACT NUMBER: 19-12-011

BIDS MUST BE RETURNED TO:
BUTLER COUNTY COMMISSIONERS
ATTN: TAWANA KEELS
315 HIGH STREET, 6th FLOOR
HAMILTON, OHIO 45011

FOR FURTHER INFORMATION CONTACT:
Debra Maloney
PHONE NUMBER:
(513) 785-1011

Sealed bids will be received in this office until: 10:30 a.m. est. on TUESDAY, DECEMBER 3, 2019

Using Department: BUTLER COUNTY SHERIFF'S OFFICE
Delivered To: BUTLER COUNTY COMMISSIONERS, ATTN: TAWANA KEELS, 315 HIGH STREET, 6th FLOOR, HAMILTON, OH 45011

Your written bid is requested for the following:

The Butler County Sheriff's Office (BCSO) is asking for bids for Law Enforcement Uniforms. The bid shall include all related prices on the attached specification sheets for Law Enforcement Uniforms worn by Sheriff's Office personnel. The Sheriff's Office is seeking bids for same and/or similar current quality of uniforms or products. The Sheriff's Office is willing to inspect like and/or similar products for any item included on the bid specification. Any emergencies that arise that are not included in the contract will be put in the form of a resolution and be submitted for approval and payment. The contract is binding for two years with the option to renew at the end of that particular year for one additional year.

Other specifications include:

- The vendor must have online ordering capabilities with individual log-ins for each employee;
- BCSO must be able to track each employee clothing allowance;
- Each employee clothing allowance will need to be zeroed out on December 31 and the new year amount set for January 1;
- Online ordering must not allow additional purchases after clothing allowance is spent unless employee enters credit card information;
- BCSO requires free shipping to BCSO office, orders are NOT to be shipped to employee residence;

Bidders Please Note: Butler County is an equal opportunity employer and has specific certifications regarding equal opportunity that are applicable to all contracts/purchases in excess of \$2,000.00.

Bidder is required to use the County Bid Form.

A copy of the Bid Tabulation may be obtained by sending a stamped, self-addressed envelope.

IMPORTANT: Bids to be sealed and endorsed on the outside of the envelope with the name of the bidder and item bid upon.

- BCSO requires 72 hour turnaround of delivery of in season uniform items and 14 business day turnaround for all other items;
- Vendor must be able to provide the employee the opportunity to be measured and fitted (especially new hires) and to try on items (in store or onsite);
- Vendor must provide free shipment on returns for credit, exchange, and/or proper tailoring, customization, etc.
- Website/online ordering administrative capabilities should have:
 - Admin log in
 - Ability to change passwords and employee balances
 - Add and delete (inactivate) users
 - Produce reports (i.e. employee purchases, balances, active employee list)
 - Print invoices
 - Look up employee orders
 - Order items outside realm of approved items (specialty items)
 - Order regular, approved uniform items
 - Have a separate account for admin (Purchase Order purchases)
- Vendor must provide designated sales representative who will be available via telephone and/or email for any order issues

Butler County reserves the right to award the contract to multiple bidders.

All items must be bid per single unit to be considered. Vendors are not required to bid on all items.

Any questions concerning items should be directed in writing to Captain Morgan Dallman at mdallman@butlersheriff.org or Debbie Maloney at dmaloney@butlersheriff.org

Bids shall be sealed and bear on its face the Name and Address of the bidder and be plainly marked "BID ON CONTRACT 19-12-011 LAW ENFORCEMENT UNIFORMS".

BID FORM

**CONTRACT NO. 19-12-011
BUTLER COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT UNIFORMS**

Company Name: _____

Contact Name & Title: _____

Address: _____

Phone: _____ Fax: _____

E-mail Address: _____

Company Website: _____

Submitted By: _____
Authorized Signature

Date: _____

VENDOR INFORMATION

CONTRACT NO. 19-12-011
BUTLER COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT UNIFORMS

Deadline for Bid Submission: 10:30 a.m., Tuesday, December 3, 2019

COMPANY NAME: _____

ADDRESS: _____

I.R.S. EMPLOYER IDENTIFICATION NO.: _____

WORKERS' COMPENSATION NO.: _____

YEAR COMPANY FOUNDED: _____ NUMBER OF EMPLOYEES: _____

CONTACT PERSON FOR BID: _____

CONTACT PHONE: _____ CONTACT FAX: _____

CERTIFICATION: This bid has been completed in accordance with the Specifications for Contract No. 19-12-011. I hereby certify that, to the best of my knowledge, the information contained herein, is accurate, complete, and current as of this date. I also certify that I have the authority to submit this proposal and to negotiate, sign, modify, and terminate contracts on behalf of the above named organization.

SIGNATURE: _____

TYPED/PRINTED NAME: _____

TITLE: _____ DATE: _____

Butler County Sheriff's Office Law Enforcement Uniforms #19-12-011

	Size	Preferred/Current Brand Name in Use at BCSO	Brand Name per Bid	BID PRICE PER UNIT
Description of Item				
SHIRTS - Uniform Shirts must be BSSA approved				
Poly Cotton Men's OSS Short Sleeve Shirt*	13.0 - 19.0	Blauer		
Poly Cotton Men's OSS Short Sleeve Shirt*	19.5+	Blauer		
Women's Ohio Sheriff Short Sleeve Shirt*	up to size 48	Blauer		
Women's Ohio Sheriff Short Sleeve Shirt*	size 48+	Blauer		
Men's Ohio Sheriff Long Sleeve Shirt*	13.0 - 19.0	Blauer		
Men's Ohio Sheriff Long Sleeve Shirt*	size 19.5 to 21	Blauer		
Men's Ohio Sheriff Long Sleeve Shirt*	over size 21.5	Blauer		
Women's Ohio Sheriff Long Sleeve Shirt*	up to size 48	Blauer		
Women's Ohio Sheriff Long Sleeve Shirt*	size 48+	Blauer		
Cost for Tapering of Shirt	N/A			
Sergeant Stripes affixed on shirt	N/A			
Acrylic Commando Sweater 2x2 heavy V-neck	XS - 5X			
Dickey - Black	N/A			
Long Sleeve Mock Turtleneck (cotton) ** - Black	XS - 5X	Elbeco		
Tactical Pro Short Sleeve Shirt** - Black	S - XL	5.11 Taclite		
Tactical Pro Short Sleeve Shirt** - Black	2XL+	5.11 Taclite		
Tactical Pro Short Sleeve Shirt** - Khaki	S - XL	5.11 Taclite		
Tactical Pro Short Sleeve Shirt** - Khaki	2XL+	5.11 Taclite		
Tactical Pro Long Sleeve Shirt** - Black	S - XL	5.11 Taclite		
Tactical Pro Long Sleeve Shirt** - Black	2XL+	5.11 Taclite		
Tactical Pro Long Sleeve Shirt** - Khaki	S - XL	5.11 Taclite		
Tactical Pro Long Sleeve Shirt** - Khaki	2XL+	5.11 Taclite		
Tactical Cotton Canvas Short Sleeve Shirt** - Black	S - XL	5.11		
Tactical Cotton Canvas Short Sleeve Shirt** - Black	2XL+	5.11		
Tactical Cotton Canvas Short Sleeve Shirt** - Khaki	S - XL	5.11		
Tactical Cotton Canvas Short Sleeve Shirt** - Khaki	2XL+	5.11		
Tactical Cotton Canvas Long Sleeve Shirt** - Black	S - XL	5.11		
Tactical Cotton Canvas Long Sleeve Shirt** - Black	2XL+	5.11		
Tactical Cotton Canvas Long Sleeve Shirt** - Khaki	S - XL	5.11		
Tactical Cotton Canvas Long Sleeve Shirt** - Khaki	2XL+	5.11		
Performance Polo Shirt** -- Black	S - XL	Propper I.C.E		
Performance Polo Shirt** -- Black	2XL+	Propper I.C.E		
Grid Fleece Hoodie	S - XL	Tru-Spec 24-7		
Grid Fleece Hoodie	2XL+	Tru-Spec 24-7		
Grid Fleece Quarter-Zip Pullover	S - XL	Tru-Spec 24-7		
Grid Fleece Quarter-Zip Pullover	2XL+	Tru-Spec 24-7		
Coldgear Tactical Fitted Mock - Black	S - 3X	Under Armour		
OUTERWEAR				

Butler County Sheriff's Office Law Enforcement Uniforms #19-12-011

	Size	Preferred/Current Brand Name in Use at BCSO	Brand Name per Bid	BID PRICE PER UNIT
Waterproof Coat with removable Thinsulate liner*	SM - LG	Flying Cross		
Waterproof Coat with removable Thinsulate liner*	XL	Flying Cross		
Waterproof Coat with removable Thinsulate liner*	2XL+	Flying Cross		
Layertech Softshell Jacket*	SM - XL	Flying Cross		
Layertech Softshell Jacket*	XXL	Flying Cross		
Layertech Softshell Jacket*	3XL+	Flying Cross		
Sergeant Stripes affixed on jacket	N/A			
Reversible Rain Coat	SM - LG	5.11 Hi-Vis		
Reversible Rain Coat	XL	5.11 Hi-Vis		
Reversible Rain Coat	2XL+	5.11 Hi-Vis		
Zip-N-Rip Breakaway Lime Traffic Vest	Reg			
Zip-N-Rip Breakaway Lime Traffic Vest	XXL			
Tactical 3-in-1 Parka*	SM - LG	5.11		
Tactical 3-in-1 Parka*	XL	5.11		
Tactical 3-in-1 Parka*	2XL+	5.11		
Tactical 5 in 1 Duty Jacket	SM - LG	5.11 Valiant		
Tactical 5 in 1 Duty Jacket	XL	5.11 Valiant		
Tactical 5 in 1 Duty Jacket	2XL+	5.11 Valiant		
ANSI II Certified Reversible Jacket	XL	Flying Cross		
ANSI II Certified Reversible Jacket	2XL+	Flying Cross		

PANTS				
Men's Wool Trousers with black stripe	28 - 42	Blauer		
Men's Wool Trousers with black stripe	44+	Blauer		
Women's Wool Trousers with black stripe	02 - 18	Blauer		
Women's Wool Trousers with black stripe	20+	Blauer		
Trouser w/Black Stripe -- Polyester - Men's	28 - 42	Blauer		
Trouser w/Black Stripe -- Polyester - Men's	44+	Blauer		
Trouser w/Black Stripe -- Polyester - Women's	02 - 18	Blauer		
Trouser w/Black Stripe -- Polyester - Women's	20+	Blauer		
Tactical Pro Pants - Black	28 - 42	5.11 TacLite		
Tactical Pro Pants - Black	44+	5.11 TacLite		
Tactical Pants - Black	28 - 42	5.11		
Tactical Pants - Black	44+	5.11		
Tactical Pant w/Flex Tac - Men	28 - 42	5.11 Stryke		
Tactical Pant w/Flex Tac - Men	44+	5.11 Stryke		
Tactical Women's Pant	02 - 18	5.11 Stryke		
Tactical Women's Pant	20+	5.11 Stryke		
BDU Pant	28 - 42	Propper		
BDU Pant	44+	Propper		

Butler County Sheriff's Office Law Enforcement Uniforms #19-12-011

	Size	Preferred/Current Brand Name in Use at BCSO	Brand Name per Bid	BID PRICE PER UNIT
FOOTWEAR				
Hi Gloss Oxfords (Low Quarter Clarino Shoes) Men's	all sizes	Bates Lites		
Hi Gloss Oxfords (Low Quarter Clarino Shoes) Women's	all sizes	Bates Lites		
Leather Dress Shoe (Low Quarter Leather Shoes) Men	all sizes	Bates Lites		
Leather Dress Shoe (Low Quarter Leather Shoes) Women	all sizes	Bates Lites		
Poromeric Academy Oxford	all sizes	Thorogood		
High Gloss Chukka Boot	all sizes	Bates Lites		
Leather Chukka Boot	all sizes	Thorogood		
Poromeric Academy Chukka - Men	all sizes	Thorogood		
Poromeric Academy Chukka - Women	all sizes	Thorogood		
6" side-zip boot (Chukka)	all sizes	Danner Kinetic		
8" side-zip boot	all sizes	Danner Striker Bolt		
8" 400g insulated waterproof boot	all sizes	Danner - Acadia		
8" 400g insulated waterproof boot	all sizes	Danner - Acadia		
6" Waterproof Size Zip boot	all sizes	Danner Striker Torrent		
8" Waterproof Size Zip boot	all sizes	Danner Striker Torrent		
Tactical 6" Quarter Boots - Men	all sizes	5.11 ATAC 2.0		
Tactical 6" Side Zip Quarter Boot - Men	all sizes	5.11 ATAC 2.0		
Tactical 6" Side Zip Quarter Boot - Women	all sizes	5.11 ATAC 2.0		
Tactical 8" Duty Boot - Men	all sizes	5.11 ATAC Storm 2.0		
Tactical 8" Duty Boot - Women	all sizes	5.11 ATAC Storm 2.0		
High Gloss Duty Boot - 8 inch	all sizes	5.11 ATAC 2.0		
Tactical 6" boot	all sizes	5.11 ATAC		
Tactical Men's Zipper 6" Quarter boot	all sizes	5.11 ATAC		
Rubber Protective Boots	all sizes			
Instant Spit Shine	N/A			
HATS & GLOVES				
Summer Straw Hat - double brim - Ohio Sheriff style	Sm - 2X			
Winter Felt Hat - Ohio Sheriff style	Sm - 2X			
Vinyl Faux Fur Trooper Cap	Sm - 2X	Midway Cap Co.		
Knit Watch Cap w/Gold Sheriff Embroidery	Sm - 2X			
Tactical Friend or Foe 2.0 Cap w/Sheriff star	Sm - 2X	Under Armour		
Hat Rain Cover - Smoke	SM - XL			
Trooper/Campaign Hat Cord - gold	N/A			
Three Piece Swivel Chin Strap	N/A			
Policemens Ear Flaps	N/A			
Hatch Resister Gloves w/Kevlar	XS - 3X			
Waterproof Insulated Duty Glove	XS - 2X			
Reflective Safety Gloves - lime green	N/A			

Butler County Sheriff's Office Law Enforcement Uniforms #19-12-011

	Size	Preferred/Current Brand Name in Use at BCSO	Brand Name per Bid	BID PRICE PER UNIT
Waterproof Leather Duty Gloves	XS - 3X			
Tactical 2 Second-Skin Gloves	N/A	5.11 TacLite		
Tactical K-9 Handler Gloves	XS - 3X	5.11 Tac		
Search and Duty Gloves	XS - 3X	Hexarmor		
EQUIPMENT				
Standard Handcuffs	N/A	Peerless Model 700C		
Peerless Hinged Cuffs	N/A	Peerless Model 801C		
Chain Handcuffs	N/A	ASP		
Hinged Handcuffs	N/A	ASP		
Expandable Baton (21")	N/A	ASP		
Leverage Grip Expandable Baton End Cap	N/A	ASP		
Baton Grip Endcap	N/A	ASP		
50 cm Talon Expandable Baton	N/A	ASP		
Police Size .2 percent Pepper Spray	N/A			
Form Silver Anodized Citation Holder	N/A	Posse		
Bottom Opening Box Black Vinyl Coating - Clipboard & Form Holder	N/A	Posse		
SlimMate Clipboard	N/A	Sounders		
Cuff Key	N/A			
Cuff Key Extender and Holder	N/A			
Black Leather Notebook	N/A			
Ear Hugger T-Series Acoustic Tube Headpones for 3.5mm Jack	N/A			
Ear Phone Connection Hawk EP1334EC - black	N/A			
Ear Phone Connection EC Adaptor EP-534 - black	N/A			
Custom Earpiece (6 pack)	N/A	Klein k-flex		
Emergency Hammer with seatbelt cutter	N/A			
Adjustable Car Seat Organizer	N/A			
Tactical Patrol Ready Gear Bag	N/A			
DUTY GEAR				
Latex Glove Holder (Leather)	N/A			
Double Magazine Holder	N/A	Safariland		
MK-III Defense Spray Case with gold snap	N/A	Safariland		
Leather Trousor Belt with gold buckle	all sizes			
4-row Stitch Duty Belt with gold buckle	all sizes	Safariland		
Thumb Break Paddleback Holster for Glock 26	N/A	Safariland		
Thumb Break Paddleback Holster for Glock 17	N/A	Safariland		
Thumb Break Paddleback Holster for Glock 19	N/A	Safariland		
SLS Level II Mid-Ride Retention Holster for Glock 17	N/A	Safariland 6280		

Butler County Sheriff's Office Law Enforcement Uniforms #19-12-011

	Size	Preferred/Current Brand Name in Use at BCSO	Brand Name per Bid	BID PRICE PER UNIT
TLR-1 HL Tactical Gun Mount Weapon Light	N/A	Streamlight		
Tactical TMT L2 LED Flashlight	N/A	5.11		
ProTac HL3 Tactical Light	N/A	Streamlight		
ProTac 2L Tactical Flashlight	N/A	Streamlight		
123A lithium batteries - 2 pack	N/A	SureFire		
123A lithium batteries - 12 pack	N/A	SureFire		
Yellow Hi-Vis Traffic Cone for SL-20X flashlights	N/A	Streamlight		
UNIFORM ACCESSORIES				
B960 Hat Badge	N/A	Blackinton		
1 Star black/gold/clutch	N/A			
2 Stars black/gold/clutch	N/A			
3 Stars black/gold/clutch	N/A			
4 Stars black/gold/clutch	N/A			
5 Stars black/gold/clutch	N/A			
IDE Pin - gold w/black background; clutch back	N/A			
Badge Clip	N/A			
Large Collar Brass -- clutchback	N/A			
Small Collar Brass -- clutchback	N/A			
Lieutenant Bars - Large -- clutchback	N/A			
Captain Bars - Large -- clutchback	N/A			
Sheriff Star(s) - Large -- clutchback	N/A			
Enamel Flag Bar	N/A			
Klench nametag fasteners (6 pk)	N/A			
Standard Brass Name Plate - 1 line - gold with black letters	N/A			
Shirt Stay Plus Y	N/A			
TatJacket Temporary Tattoo Cover Up	N/A			
Gold Whistle	N/A			
Gold Whistle Chain	N/A			
Tie Bar - Plain Gold	N/A			
Clip-On Tie	Regular			
Clip-On Tie	Long			
Ohio Mirra Brite Buttons (6 pk)	N/A			
Toggles and washers for buttons for Flying Cross Uniform	N/A			
Cloth Service Star - 1	N/A			
Cloth Service Stars - 2	N/A			
Cloth Service Stars - 3	N/A			
Cloth Service Stars - 4	N/A			
Cloth Service Stars - 5	N/A			
Cloth Service Stars - 6	N/A			
Cloth Sergeant Stripes	N/A			
Replacement Gold Belt Buckle	N/A			

Butler County Sheriff's Office Law Enforcement Uniforms #19-12-011

	Size	Preferred/Current Brand Name in Use at BCSO	Brand Name per Bid	BID PRICE PER UNIT
Die Cut Leather Badge Wallet	N/A			
Hidden Badge/ID/CC Wallet	N/A			
Leather Deluce Hidden Badge Single ID Badge wallet	N/A			
Gold Replacement Belt Buckle	N/A			
Leather Belt (1-1/2" wide casual)	N/A	5.11		
Standard Embroidered Unapplied Namestrip	N/A			
Cost to refinish badge	N/A			
*shoulder patches, badge patch & name strip - included in price				
**shoulder patches - included in price				

Form
SUB W-9
(Rev JUN 2015)

Butler County Ohio
Substitute Form W9 / Ohio Reporting Form
Request for Taxpayer Identification Number and Certification

In order to maintain Butler County's supplier records in compliance with the Internal Revenue Service regulation 1.0641-1 and Ohio Revised Code section 3121.09-3121.0911, please complete and return by fax with fax cover sheet to 513-887-3129; or by mail to:

Auditor of Butler County
130 High Street, Fiscal Services Dept.
Hamilton, OH 45011

To properly complete the form, the following information must be provided:

1. Part I, line 1, enter the business owner's name (if applicable), part 1, line 2, business name (if applicable), federal tax classification, and address.
2. Part II, you must provide either a Taxpayer Identification Number (TIN) or Social Security Number (SSN)
3. Part III, you must check "Yes" or "No" to the question about providing goods or services as the sole owner of your business. If you check the "Yes" box to indicate that you are the sole owner, you must provide your name, the first date of providing goods or services for Butler County, birth date, and description of the type of good or service you will provide the county.
4. Part IV, You must answer this question if Part III is answered "Yes". Answer "Yes" only if you are receiving retirement or disability payments from Ohio Public Employees Retirement System (OPERS).
5. Part V, sign the form and enter today's date.

For definitions of Part I and II of this form, please refer to IRS Form W-9.

Part I Business Ownership and Address Information

Name (as shown on your income tax return). DO NOT LEAVE BLANK. If you are an individual or file under your name put your name here.

Business name/disregarded entity name, if different from above.

Check appropriate box for federal tax classification: (check only one box) If individual PART III below is ALWAYS "YES"

Individual/Sole Proprietor (or single-member LLC) C Corporation S Corporation Partnership Trust/Estate

Limited Liability Company - Tax classification (C = C Corp, S = S Corp, P = Partnership) _____

Other _____ Exempt from backup withholding

NOTE: For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the lines above for the tax classification of the single-member owner.

Address Line 1 (number, street, and apt. or suite no.)

Address Line 2

City, state, and ZIP code

Requestor's name and address

Auditor of Butler County
130 High Street, Fiscal Services Dept.
Hamilton, OH 45011

Part II Taxpayer Identification Number (TIN) and Social Security Number (SSN)

For suppliers that have a TIN, this must be entered.

For individuals, sole proprietors, and corporations owned by an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name. You may enter your business or DBA name on the Business name line.

Taxpayer Identification Number (TIN):

--	--	--	--	--	--	--	--	--	--

and / or

Social Security Number (SSN):

--	--	--	--	--	--	--	--	--	--

Part III Additional Information Required by the State of Ohio for Independent Contractors

Will you receive payments from Butler County as either an individual, sole owner of a business, or single-member LLC?

Yes No

If "Yes" is checked, you MUST complete the information below for name, date good or service provided, birth date, and description of the nature of your financial transactions with the county.

Printed first name, middle initial, and last name _____ Date good or service provided (MM / DD / YY)

--	--	--

 Birth date (MM / DD / YY)

--	--	--

Describe the Nature of the transactions you will be engaged in with Butler County

Part IV Additional Information Required by the State of Ohio for Public Employees

Are you currently receiving retirement or disability benefits from Ohio Public Employees Retirement System (OPERS)?

Yes No

If you are an individual, the sole owner of your business, a single-member LLC, or a disregarded entity and have answered Part III "Yes", You must answer this question "Yes" or "No". If you answer "Yes" Please fill out the SR-6 Form (Notice of Re-Employment of an OPERS Benefit Recipient)

Part V Certification

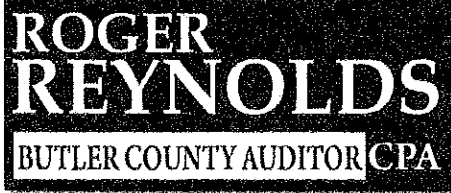
Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me).
2. I am not subject to backup withholding because, (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
3. I am a US person (including a US resident alien).

Certification Instructions: You must cross out exempt from backup withholding above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.

The IRS does not require your consent to any provision of this document other than the certification required to avoid backup withholding.

Signature of U.S. person _____ Date _____



Office Phone: 513-887-3154

Office Fax: 513-887-3149

130 High Street
Hamilton, Ohio 45011



For your convenience, the Butler County Auditor's Office offers the opportunity to receive future payments electronically, rather than by check. Payments can be deposited into a checking or savings account of your choice. In addition, you will be notified of the deposit by e-mail. The e-mail will provide you with all the information that would normally print on the check stub. To receive payments electronically, you must complete this form and return to the address above with a voided check or bank letter containing routing/account information.

Action: <input type="checkbox"/> ADD <input type="checkbox"/> CHANGE/UPDATE <input type="checkbox"/> INACTIVATE			
Payee Name:		Phone No:	
Taxpayer ID:	-	Butler County Employee:	YES <input type="checkbox"/> NO <input type="checkbox"/>
SSN:	- -		
Address:			
Required E-mail Address:			
Bank Name:			
Bank Routing Number:	<input type="checkbox"/> Savings Acct No:		
	<input type="checkbox"/> Checking Account No:		

ATTACH VOIDED CHECK OR A BANK LETTER CONTAINING ACCOUNT AND ROUTING INFORMATION

Authorization: This authorizes the Butler County Auditor's Office to send credit entries (and appropriate debit and adjustment entries), electronically or by any other commercially accepted method, to my (our) account indicated above and to other accounts I (we) identify in the future (the "Account"). This authorizes the financial institution holding the Account to post all such entries.

I agree that the ACH transactions authorized herein shall comply with all applicable U.S. Law. I understand and accept the conditions of participation in the direct deposit program.

This authorization will be in effect until the Butler County Auditor's Office receives a written termination notice from myself and has a reasonable opportunity to act on it.

Print Name:	Title:
Signature:	Date:



INDEPENDENT CONTRACTOR ACKNOWLEDGMENT

Ohio Public Employees Retirement System
277 East Town Street, Columbus, Ohio 43215-4642

Employer Outreach: 1-888-400-0965
www.opers.org

This form is to be completed if you are an individual who begins providing personal services to a public employer on or after Jan. 7, 2013 but are not considered by the public employer to be a public employee and will not have contributions made to OPERS. This form must be completed not later than 30 days after you begin providing personal services to the public employer.

STEP 1: Personal Information

Social Security Number

First Name

MI

Last Name

STEP 2: Public Employment Information

Name of Public Employer

B U T L E R C O U N T Y O H I O

Employer Contact

First Name

MI

Last Name

J I L L

M G O L E

Employer Code

Employer Contact Phone Number

2 0 2 5 - 0 0 8

5 1 3 - 8 8 7 - 3 1 5 5

Service Provided to Public Employer

Start Date of Service

Month

Day

Year

/ /

End Date of Service

Month

Day

Year

/ /

STEP 3: Acknowledgment

The public employer identified in Step 2 has identified you as an independent contractor or another classification other than a public employee. Ohio law requires that you acknowledge in writing that you have been informed that the public employer identified in Step 2 has classified you as an independent contractor or another classification other than a public employee for the services described in Step 2 and that you have been advised that contributions to OPERS will not be made on your behalf for these services.

If you disagree with the public employer's classification, you may contact OPERS to request a determination as to whether you are a public employee eligible for OPERS contributions for these services. Ohio law provides that a request for a determination must be made within five years after you begin providing personal services to the public employer, unless you are able to demonstrate through medical records to the Board's satisfaction that at the time the five-year period ended, you were physically or mentally incapacitated and unable to request a determination.

By signing this form, you are acknowledging that the public employer for whom you are providing personal services has informed you that you have been classified as an independent contractor or another classification other than a public employee and that no contributions will be remitted to OPERS for the personal services you provide to the public employer. This acknowledgment will remain valid as long as you continue to provide the same services to the same employer with no break in service regardless of whether the initial contract period is extended by any additional agreement of the parties. You also acknowledge that you understand you have the right to request a determination of your eligibility for OPERS membership if you disagree with the public employer's classification.

This form must be retained by the public employer and a copy sent to OPERS. The public employer's failure to retain this acknowledgment may extend your right to request a determination beyond the five years referenced above.

Signature _____ Today's Date ____/____/____
Do not print or type name

**PLEASE RETURN THIS FORM TO THE BUTLER COUNTY
AUDITOR'S OFFICE AT 130 HIGH STREET, 4TH FLOOR
HAMILTON, OHIO 45011**

CIVIL RIGHTS COMPLIANCE

Vendor agrees that in the performance of this agreement there shall be no discrimination against an employee because of race, color, sex, religion, national origin, or any other factor as specified in the Civil Rights Act of 1964 and subsequent amendments.

Signature of Representative of Vendor

Name of Company

Date

Attachment A

