



## CITY OF TARPON SPRINGS, FL

Procurement Services  
324 East Pine Street  
P.O. Box 5004  
Tarpon Springs, Florida 34688-5004  
(727) 942-5615  
Fax (727) 937-1766

### REQUEST FOR QUOTATION UNIFORMS, POLICE DEPARTMENT

**Date:** July 21, 2020

**Quotation No.:** 200136-Q-JL

#### **Submission and Receipt of Quotations**

Quotations may be submitted (including samples if necessary) by online e-bidding through Demandstar.com, by email to [jlewis@ctsfl.us](mailto:jlewis@ctsfl.us), or by mail to City of Tarpon Springs, Procurement Services, PO Box 5004, Tarpon Springs, FL 34688-5004 or delivered to City of Tarpon Springs, Procurement Services, 2nd floor, 324 E. Pine Street, Tarpon Springs, FL 34689.

**Tuesday, August 11, 2020, 3:00 p.m.**

#### **Preparation of Quotations**

The enclosed Quotation Form is to be used in submitting your quotation. Bidders shall make themselves familiar with the quotation requirements. No plea of ignorance by the bidder will be accepted as a basis for varying the requirements of City or the compensation to the vendor. Bidders are advised that all City contracts are subject to all legal requirements provided for in any Purchasing Resolutions or Policies of City, State and Federal Statues.

#### **Explanations**

All questions or requests for additional information are required to be in writing e-mailed to [jlewis@ctsfl.us](mailto:jlewis@ctsfl.us). Questions must be submitted, in writing, **not later than Wednesday, July 31, 2020**. Any verbal responses to questions or changes or additions to the Scope of Work or any part of this Request for Quotation shall not be binding on the City or its representatives. Only changes or additions made by Addenda issued by the City of Tarpon Springs should be considered for your quote submittal.

#### **Rejection of Quotations**

The City reserves the right to accept or reject any and all quotations or parts of quotations, waive minor informalities, and request re-quotes on the material or services described in the RFQ. The City reserves the right to waive minor informalities.

## SPECIFICATIONS/REQUIREMENTS

**1. SCOPE OF WORK.** The Awardee shall provide all personnel, material and facilities to furnish the City of Tarpon Springs Police Department uniforms as specified herein. The award term of this solicitation shall be five (5) years from date of award. A blanket purchase order will be issued annually for the term of this Agreement.

Class "A" Uniforms - Elbeco Textrop 2 (or approved equal)

Class "B" Uniforms - 5.11 Tactical Series and Rapid Series Patrol Duty Uniforms (or approved equal)

**2. SAMPLES.** Vendors quoting a product to be evaluated as an "or equal" should submit back up documentation and a sample of the garment with their quote submittal. Samples will be reviewed by Procurement Services and the Police Department to determine if the garment will be considered "equal" in quality and workmanship. Samples will be returned to the vendor at the vendor's expense.

**3. SALES REPRESENTATION.** The Awardee shall provide a designated sales representative to work closely and service the Police Department. This sales representative shall be readily available to assist in answering questions and to handle any problems on a timely basis. All facets of procurement and payment of uniforms shall be with the designated sales representative as the contact person. This will include, but not limited to, invoicing discrepancies, delivery information, adjustment of incorrect orders, and assistance to department personnel in sorting deliveries, etc. It will be the responsibility of the designated sales representative to facilitate the measuring of department personnel, if required.

**4. ONLINE ORDERING.** The Awardee must have an easy, secure, on-line ordering system.

**5. GARMENT ORNAMENTATION.** The Tarpon Springs Police (TSPD) patches and/or flags will be provided to the Awardee for placement on ordered uniforms as follows: TSPD uniforms will include a TS Police logo patch and a chevron/rank patch on each side of the shirt for both CLASS A and B. TSPD Class A long sleeve shirts will have stars and stripes sewn by cuff to denote years of service. Cost to sew patch and flag to be included in price of shirt. Monogramming will be a separate line item cost. (Jpeg pictures of current garment ornamentation available upon request).

**6. ALTERATIONS.** The Awardee shall provide pant hemming and waist alterations at no cost to the City. Special alterations will be quoted within two (2) days of request. Special alterations will be completed within seven (7) days after receipt of order.

**7. MEASUREMENTS.** The Awardee shall ensure a proper fit of provided garments for all City employees. Measurements furnished to the Awardee will be used to determine the standard size and proper fit by the Awardee. Upon request by a department, the Awardee shall measure/fit employees at the employees' work sites, at no additional cost to the department, to obtain a proper fit for any employee experiencing problems with measuring and proper fit of the uniform items.

**8. LABELING.** All garments shall have a care label permanently affixed giving the care instructions and shall show the lot number, size, and fiber content of the garment. 2

**9. STANDARD OF QUALITY.** The uniforms specified are to be 5.11 Tactical Series, (PDU) Patrol Duty Uniform™ complete uniform (Color Midnight Navy) or approved equal. PDU Fabric is to be a Teflon treated 65% polyester / 35% cotton blend, soil resistant, breathable fabric. Poly-Rayon Uniform Shirt Fabric is a 5.9-oz., 64% polyester/34% rayon/2% Lycra® spandex plain weave with a Teflon® finish.

The Standard of Quality is the 5.11 (PDU) Patrol Duty Uniform™ and 5.11 Poly Rayon Uniform Shirt. All fabric shall meet standard shrinkage allowance of approximately 2%, be colorfast, and be guaranteed washable. Class B PDU Pants shall have a tactical work/flashlight pocket on both pant legs, as well as a comfort waist.

**10. ESTIMATED QUANTITIES/SIZING.** The City of Tarpon Springs Police Department has approximately sixty (60) sworn officers, each officer is entitled to: four (4) short sleeve shirts, four (4) pairs of pants, and one (1) long sleeve shirt per year. Jackets and ties are ordered on an “as needed” basis. Department patches and chevrons will be provided to the Awardee to be affixed on uniforms. Department color: Navy.

Estimated sizing: Pricing will be requested in two (2) tiers:

Tier 1:

Men/Women’s shirt sizes: XS - 2XL

Men’s/Women’s pant sizes: 30 - 44

Tier 2:

Men’s/Women’s shirt sizes: 3XL - 6XL

Men’s/Women’s pant sizes: 46 - 60

Estimated quantities listed in the quote documents are given only as a guideline for preparing your quote and should not be construed as representing actual quantities to be purchased under this Agreement.

**11. MANAGED INVENTORY.** The Awardee shall stock and manage a sufficient inventory to maintain continuity of supply during the term of this bid.

**12. PRODUCT AVAILABILITY.** The Awardee agrees that there will be no cancellation of products used without an equal and acceptable replacement approved by the City of Tarpon Springs during the term of the award.

The Awardee must communicate manufacturer’s discontinuation of any products to the department and impacted employees in writing within five (5) business days. In such instances, the Awardee shall work with the department and impacted employees to identify and implement alternative options that shall maintain or reduce costs associated with the replacements.

The Awardee will be prepared to offer suggested replacements of discontinued products prior to substitution, including replacement style number, description, list price, applicable discount, and final price.

**13. RESTOCKING.** The Awardee will not impose a restocking fee on the department if an item is returned due to damage, incorrect product shipped, or the Awardee customer service order entry error.

The Awardee will not impose a restocking fee on the department for inventory that is returned within 30 days business days from delivery.

The Awardee will not impose a restocking fee on department for inventory that is returned, but exchanged for other inventory.

Re-stocking fees for all other reasons can be no greater than 10% of the value of the items needing re-stocking.

**14. CATALOGS/PRICE LISTS.** The respondent shall submit a catalog and/or price list upon request.

**15. SHIPPING.** All bid prices are to be FOB Destination, shipping charges included. Shipping address is City of Tarpon Springs Public Safety Building, 4444 S. Huey Avenue, Tarpon Springs, FL 34689.

**16. ADDITION/DELETION.** The City of Tarpon Springs reserves the right to add to or delete any item from this quote or resulting award when deemed to be in the best interest of the City. The City may opt to add additional items to this contract from the submitted catalog. If an addition is requested, such written request shall be issued from Procurement Services. Any added item priced by the Awardee as an addition to contract will be governed under the same terms and conditions.

**17. METHOD OF AWARD.** Please note the City reserves the right to award this quote by aggregate total, division total or by individual line item award.

## SPECIFICATIONS

### Class "B" Uniforms

#### 5.11 PDU Fabric Features:

- Comfortable and breathable
- Wash-and-wear fabric
- Fade resistant and color consistent
- Treated with Teflon® finish for stain and soil resistance

#### 5.11 PDU Class B Shirt Features:

- Bi-swing shoulders
- Epaulets
- Pen pockets on both left and right pockets
- Hidden document pocket behind chest pockets
- YKK zipper front
- Armpit vents
- Mic cord pass through on both sides of shirt
- Adjustable cuffs

#### 5.11 PDU Class B Long Sleeve Shirt Sizing:

- Short 5'3" - 5'7 ½ " has 32" - 33" sleeve length
- Regular 5'8" - 6' ½ " has 34" - 35" sleeve length

#### 5.11 PDU Class B Short Sleeved Shirt Sizing:

- Short 5'3" - 5'7 ½ "
- Regular 5'8" - 6' ½ "
- Tall 6'1" - 6'3"

#### 5.11 PDU Class B Women's Long Sleeved Shirt Sizing:

- Women's Sizes 2 - 20 Regular and 10 - 20 Tall
- Tall 5'8" - 6'1/2 ' all 6'1" - 6'3" has 36" - 37" sleeve length

#### 5.11 PDU Class B Women's Short Sleeved Shirt Sizing:

- Women's Sizes 2 - 20 Regular and 10 - 20 Tall
- Tall 5'8" - 6'1/2 '

#### 5.11 PDU RAPID SERIES MIDNIGHT NAVY:

SM615 L/S TACLITE 72093	WOMENS VERSION IF ONE
SM618 S/S TACLITE 71046	WOMENS VERSION IF ONE
SH014 S/S REGULAR MENS 71332	SH017 S/S REGULAR WOMENS 61304-WS
SH015 L/S REGULAR MENS 72093	SH019 L/S REGULAR WOMENS 62372

#### EXISTING CONTRACT: 5.11 PDU SERIES MIDNIGHT NAVY

TR666 REGULAR MENS PANT 74326	TR667 REGULAR WOMENS PANT 64306
TR906 TACLITE MENS PANT 74371	TR907 TACLITE WOMENS PANT 64371
SR611 S/S REGULAR MENS SHIRT 71177	
SR613 S/S REGULAR WOMENS SHIRT 61159	
SR790 S/S TACLITE MENS SHIRT 71168	

SR794 S/S TACLITE WOMENS SHIRT 61168  
SR612 L/S REGULAR MENS 72345  
SR614 L/S REGULAR WOMENS 62065  
SR792 L/S TACLITE MENS 72366  
SR796 L/S TACLITE WOMENS 62366

ELBECO TEX TROP2 DARK NAVY SHIRT/PANTS  
TU610 MENS DRESS PANTS E314RN  
SH878 MENS DRESS SHIRT 314N  
TU611 WOMENS DRESS PANTS E9314LC  
SH875 WOMENS DRESS SHIRT 9314LCN

ALL IN MIDNIGHT NAVY, ALL SHIRTS WITH PATCHES ON SHOULDERS (TSPD AND RANK)

#### **SPECS ON TACLITE PDU RAPID SHIRT TACLITE:**

- Dual-fabric construction for increased mobility
- 4.4 oz. TACLITE™ polyester/cotton ripstop fabric
- 65% polyester / 35% cotton ripstop shoulders and sleeves
- Ideal for hot or humid operational environments
- Moisture wicking, quick drying
- Double strong seams
- Thickened fabric at the shoulders and collar
- Three-button placket
- Bartacking at major seams and stress points
- Epaulettes
- Teflon finish
- Moisture-wicking and quick dry

#### **SPECS ON TACLITE PDU RAPID SHIRT REGULAR:**

- 5.8 oz, 65% polyester/35% woven twill upper body with stain-resistant Teflon® finish; lower body with poly/cotton/spandex jersey knit blend
- Antimicrobial, moisture wicking lower body with underarm gusset
- Sewn in military creases in front and back
- Functional epaulets on each shoulder and badge tab included
- 3 button front placket with a microphone loop
- Machine wash and dry
- Imported

#### **5.11 PDU Class B Pant Features:**

- Self adjusting tunnel waist
- Silicone internal gripper waistband
- Diamond gusted crotch for added durability and range of motion
- Permanent military creases for the professional appearance
- Two (2) cargo pockets with inverted pleats
- Cargo pockets have a secure covert pocket hidden inside

#### **5.11 PDU Class B Pant Sizing**

- 30" - 40" w/39" unhemmed length

### **5.11 PDU Women's Pant Sizing**

- 2 - 20 w/37.5" unhemmed length

### **Class "A" Uniforms**

#### **Elbeco TexTrop2 Men's Long Sleeved Zippered Shirt Features:**

- 5 - 5.5 oz., 100% polyester tropical weave
- Nano moisture-wicking technology
- New dual flex underarm mesh vent provides body heat ventilation and increased range of motion
- Chest pockets with dual access top and side utility compartments with hook and loop closure for easy access and quick storage
- Dual comm wire access openings in side seams to keep wires out of the way and invisible
- False-button front placket with hidden zipper
- Machine washable

#### **Elbeco TexTrop2 4-Pocket Trousers:**

- 7 oz., 100% polyester stretch textured serge weave
- Nano moisture-wicking technology
- New men's essential fit pattern waistband with lower rise, wider leg and front rise with a slight slope
- Covert flex waistband with new refined curtain provides 2" stretch while supporting a duty belt
- Zipper and double hook and eye with gun barrel finish
- Triple stitched crotch prevents seam failure
- Front and back permanent creases
- Machine washable

#### **Elbeco TexTrop2 Women's Long Sleeved Shirt:**

- 5-5.5 oz., 100% polyester tropical weave
- Nano moisture-wicking technology
- New dual flex underarm mesh vents provide body heat ventilation and increased range of motion
- Chest pockets with dual access top and side utility compartments with hook and loop closure for easy access and quick storage
- Dual comm wire access openings in side seams to keep wires out of the way and invisible
- Ladies choice includes: expanded chest and waist dimensions for a flattering fit, armhole and sleeves shaped for a more comfortable fit and graded body length for less bulk
- Machine washable

#### **Elbeco TexTrop2 Women's 4-Pocket Trousers:**

- 7oz., 100 % polyester stretch textured serge weave
- Nano moisture-wicking technology
- Covert flex waistband with new refined curtain provides 2" stretch while supporting a duty belt
- Zipper and double hook and eye with gun barrel finish
- Triple stitched crotch prevents seam failure
- Front and back permanent creases
- Machine washable

**QUOTATION FORM  
QUOTATION NO. 200136-Q-JL  
UNIFORMS, POLICE DEPARTMENT**

BIDDER \_\_\_\_\_

The undersigned Bidder proposes and agrees, if this Quotation is accepted, to provide the City of Tarpon Springs with the above referenced product/service in accordance with all specifications contained herein.

This Quotation will remain subject to acceptance for ninety (90) days after the day of Quotation opening.

1. In submitting this Quotation, Bidder represents that:

a. Bidder has examined and carefully studied the Quotation Documents and the following **Addenda** (receipt of all which is hereby acknowledged):

<u>Date</u>	<u>Number</u>	<u>Date</u>	<u>Number</u>
_____	_____	_____	_____

b. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost this quotation have been met.

c. This Quotation is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

2. Visa Payment:

Bidder will accept Visa for payment: \_\_\_Yes \_\_\_No. Payment must be processed in \_\_\_days after receipt of proper invoice or services accepted (whichever is the latter).



**QUOTATION FORM CONT'D**  
**200136-Q-JL Uniforms, Police**

Item	Gender	Size	Manufacturer	Unit Cost	Extended Cost (Includes any alteration-i/e TSPD & Rank)
<b>5.11 PDU SERIES</b>					
5.11 PDU Class B Shirt - Short Sleeved	Male Item #71177	S-6XL			
5.11 PDU Class B Pant	Male Item #74326	30"-44"			
5.11 PDU Class B Shirt - Short Sleeved	Female Item #61159	XS-XL			
5.11 PDU Class B Pant	Female Item #64306	Size 2 thru 20			
5.11 TACLITE PDU CARGO PANT	Male item #74371	30"-44"			
5.11 WOMENS TACLITE PDU CARGO PANT	Female item #64371	Size 2 thru 20			
5.11 TACLITE PDU CLASS B SHORT SLEEVE	MALE ITEM #71168	S-6XL			
5.11 WOMENS TAXLITE PDU CLASS B S/S	FEMALE ITEM #61168	XS-XL			
5.11 TWILL PDU CLASS B L/S	MALE ITEM# 72345	S-6XL			
5.11 WOMENS TWILL PDU CLASS B L/S	FEMALE ITEM #62065	XS-XL			
5.11 TACLITE PDU CLASS B L/S	MALE ITEM #72366	S-6XL			
5.11 WOMENS TACLITE PDU CLASS B L/S	FEMALE ITEM #62366	XS-XL			
<b>5.11 PDU RAPID SERIES MIDNIGHT NAVY</b>					
5.11 TACLITE RAPID L/S	MALE ITEM #72093	XS-6XL			
WOMENS VERSION IF ONE					
5.11 TACLITE RAPID S/S	MALE ITEM #71046	XS-6XL			
WOMENS VERSION IF ONE					
5.11 RAPID PDU S/S	MALE ITEM #71332	S-6XL			
5.11 WOMENS RAPID PDU SHORT SLEEVE	FEMALE ITEM #61304-WS	XS-M			
5.11 RAPID PDU L/S	MALE ITEM #72197	S-6XL			
5.11 WOMENS RAPID PDU L/S	FEMALE ITEM#62372	XS-XL			
<b>ELBECO TEX TROP2 DARK NAVY SHIRT/PANTS</b>					
Elbeco TexTrop2 Men's Shirt - Long Sleeved	Male Item #314N	S-2XL			
Elbeco TexTrop2 4-Pocket Trousers	Male Item #E314RN	30"-44"			
Elbeco TexTrop2 Men's Shirt - Long Sleeved	Male Item #314N	3XL-6XL			
Elbeco TexTrop2 Female's Shirt - Long Sleeved	Female Item #9314LCN	S-2XL			
Elbeco TexTrop2 4-Pocket Trousers	Female Item #E9314LC	Size 2 thru 20			
<b>Note: For estimated Quantities 60 personnel Authorized 4 uniforms each per year.</b>					
<b>Note: ALL IN MIDNIGHT NAVY, ALL SHIRTS WITH PATCHES ON SHOULDERS (TSPD AND RANK)</b>					

## MINIMUM INSURANCE REQUIREMENTS

Contractor shall carry the following minimum types and amounts of insurance at its own expense, for the contract period:

- A. The insurance required must be written by an insurer authorized to do business in the State of Florida and also have an "A" policyholder's rating and a financial rating of at least Class VIII in accordance with the most current A.M. Best Company, Inc. Key Rating Guide. Prior to the time the contractor is entitled to commence any part of the project, work, or services under this contract, Contractor shall procure, pay for, and maintain at least the following insurance coverage's and limits. Said insurance shall be evidenced by delivery to the Purchasing Department of the City of Tarpon Springs of a Certificate of Insurance executed on a standard ACORD form, listing all coverage and limits, expiration dates and terms of policies, and all endorsements whether or not required by the City. The insurance requirements shall remain in effect throughout the term of this Contract, or any Contract extension.

Commercial General Liability	
Each Occurrence	\$500,000
General Aggregate	\$500,000
Products-Completed Operations Aggregate	\$500,000
Automobile Liability	
Each Occurrence Combined Single Limit	\$500,000
General Aggregate	\$500,000
Worker's Compensation	Statutory Limits
Employer's Liability	
Each Accident	\$500,000
Disease Each Employee	\$500,000
Disease Policy Limit	\$500,000

- B. Each Insurance Policy shall include the following conditions by endorsement to the policy:

- 1) Each policy shall require that thirty (30) days prior to expiration, cancellation, non-renewal, or any material change in coverage's or limits, a notice thereof shall be given to the City by certified mail to: City of Tarpon Springs, c/o Procurement Services, P.O. Box 5004, Tarpon Springs, Florida, 34688-5004. Contractor shall also notify City, in a like manner, within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, non-renewal, or material change in coverage received by said Contractor from its insurer; and nothing contained herein shall absolve Contractor of this requirement to provide notice.
- 2) Companies issuing the insurance policy, or policies, shall have no recourse against City for payment of premiums or assessments for any deductibles which all are at the sole assessments for any deductibles which all are at the sole responsibility and risk of Contractor.
- 3) The term "CITY" shall include all Authorities, Boards, Commissions, Divisions, Departments, and offices of City and individual members, employees thereof in their official capacities, and/or while acting on behalf of the City.

- 4) City of Tarpon Springs shall be endorsed to the required policy or policies as an "Additional Insured" or "Additional Named Insured", endorsed on the policy/policies.
- 5) The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by City to any such future coverage, or to City's Self-Insured Retentions of whatever nature.

**DRUG FREE WORKPLACE FORM**

**PREFERENCES TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS  
UNDER SECTION 287.087, FLORIDA STATUTES.**

1. This statement is submitted with the attached Quotation.
  
2. Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the City for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:
  - a. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
  - b. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
  - c. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (a).
  - d. In the statement specified in subsection (a), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, violation of Chapter 893 or of any controlled substance law of the United States or any state for a violation occurring in the workplace no later than five (5) days after such conviction.
  - e. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
  - f. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

**AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.**

VENDOR'S PRINTED NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_