



#17-015R
UNIFORMS & ACCESSORIES FOR FIRE & EMS DEPARTMENTS

The City of League City is now accepting sealed bids for **Uniforms and Accessories for the Fire and EMS Departments**.

DEADLINE: Sealed bid submittals must be received by **2:00 p.m., CST, Tuesday, February 14, 2017**. (The clock located at the receptionist desk in the lobby of City Hall will be the official time.) Bids received will be opened and read aloud immediately after the closing hour. Bids received after the deadline stated herein will not be opened and shall be considered void and unacceptable.

MARK ENVELOPE: #17-015R – Uniforms and Accessories for Fire and EMS Departments

DELIVERY ADDRESS: Please submit one (1) marked original and one (1) electronic copy (flash drive) properly labeled and clearly marked with the Bid number and description to:

City of League City
Purchasing Department
300 West Walker
League City, TX 77573
Monday – Thursday: 8:00 am to 6:00 pm
Friday: 8:00 am to 12:00 pm

Bids sent via courier must be sealed in a separate envelope inside of the mailer.

POINT OF CONTACT: All inquiries about this bid or specifications must be made, in writing, to Cathleen Timmerman, Contract Administrator at cathleen.timmerman@leaguecity.com. The City shall not be responsible for any verbal communication between any employee of the City and any potential firm. Only written requirements and qualifications will be considered.

Bidding forms, specifications and all necessary information may be obtained from the following website: <http://leaguecity.com/bids.aspx>.

The City of League City reserves the right to reject any and all bids, to waive irregularities, and to accept the bid deemed the most advantageous to the City.

Deadline for submission of questions is Wednesday, February 8th by 1:00 p.m.

Publications: 1/30/2017
2/06/2017



**CITY OF LEAGUE CITY
INVITATION TO BID**

**BID #17-015R
UNIFORMS & ACCESSORIES for FIRE and EMS
DEPARTMENTS**

**BID OPENING DATE: February 14, 2017 @ 2:00 PM
LATE BIDS WILL NOT BE CONSIDERED.**

BIDDER MUST COMPLETE AND SIGN BELOW.

Name of Firm/Company

Agent's Name (Please Print)

Agent's Title

Mailing Address

City

State

Zip

Telephone Number

Cell Phone Number

Email Address

Authorized Signature

Date

CONTRACTOR **AGREES** TO COMPLY WITH ALL CONDITIONS BELOW, ATTACHED SPECIFICATIONS, AND NOTES. CONTRACTOR HAS **READ AND AGREES** TO COMPLY WITH ALL TERMS AND CONDITIONS OF INVITATION TO BID. PURCHASES MADE FOR CITY USE ARE EXEMPT FROM THE STATE SALES TAX AND FEDERAL EXCISE TAX. **DO NOT** INCLUDE TAXES IN YOUR BID. CONTRACTOR **GUARANTEES** PRODUCT OFFERED SHALL **MEET OR EXCEED** MINIMUM SPECIFICATION IDENTIFIED IN THIS INVITATION TO BID.

"By the signature hereon affixed, the bidder hereby certifies that neither the bidder nor the firm, corporation, partnership, or institution represented by the bidder, or anyone acting for such firm, corporation, or institution has violated the antitrust laws of the State, codified in Section 15.01, et seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business."



City of League City Terms and Conditions

1. The City of League City will accept **sealed bids** Monday through Thursday, 8:00 am – 12:00 pm and 1:00 pm – 5:00 pm and Fridays, 8:00 -12:00 pm The Purchasing Department is **closed** from 12:00 pm to 1:00 pm. Bids must be received by the PURCHASING DEPARTMENT before the specified hour and date of the opening. At that time, the bids will be publicly opened and read aloud.
2. All sealed bids should be submitted on the original forms provided. Each bid must be sealed and should be placed in a properly identified envelope with bid number, time and date of bid opening.
3. Late bids will be UNOPENED. Late bids will not be considered under any circumstances.
4. Bids CANNOT be altered or amended after opening time. Any alterations made before opening time must be initialed by bidder or his authorized agent. No bid may be withdrawn after opening without approval, and based on a written acceptable reason.
5. The City of League City reserves the right to revise or amend the specifications prior to date set for opening bids. Such revisions or amendments, if any, will be announced by amendments or addendum to these specifications. Copies of such amendments or addendum so issued will be posted to the City website at <http://leaguecity.com/bids.aspx>. If Contractor demonstrates just reason for a change, the City of League City must have at **least** five (5) working days notice prior to bid opening date.
6. **Should Contractor find discrepancies in or omissions from the specifications or other documents or be in doubt as to their meaning, Contractor should at once notify the Purchasing Department and obtain clarification prior to submitting a bid.**
7. **QUOTE F.O.B. destination.** Price should include all costs including shipping, handling and other related costs. Bid unit price on quantity specified – extend and show total. In case of errors in extension, **UNIT prices shall govern.** Bids subject to unlimited price increases will not be considered.
8. Bid offered shall be valid for ninety (90) days from opening date.
9. The City of League City is exempt from taxes. **DO NOT INCLUDE TAX IN BID.**
10. The City of League City reserves the right to terminate this contract for any reason by notifying the Contractor/Supplier in writing thirty (30) days prior to the termination of this agreement.
11. Bidder **MUST** give full firm name and address. Person signing bid should show **TITLE or AUTHORITY TO BIND HIS FIRM IN A CONTRACT.** Authorized signature should appear on each page of the bid, if specified in the space provided.
12. Any catalog, brand name or manufacturer's reference used in bid invitation is descriptive – NOT restrictive – it is to indicate type and quality desired. Bids on brands of like nature and quality will be considered. If bidding on other than reference specifications, bidder must show manufacturer, brand or trade name, lot number, etc., of article offered. If other than brand(s) specified is offered, illustrations and complete description should be made part of the bid. If bidder takes no exceptions to specifications or reference data, he will be required to furnish brand names, numbers, etc., as specified. All items bid shall be new, in first class condition and manufacturer's latest model and design including containers suitable for shipment and storage, unless otherwise indicated in bid invitation. Verbal agreements to the contrary will not be recognized.
13. If the brochure or information included with your bid **does not exactly** describe the item to be furnished, then notes in the attached form, "EXCEPTIONS TO BIDDER'S PROPOSAL," must explain the difference. Comments in this form signify that your proposal takes exception to the stated



specifications. Exceptions taken may be just cause to disqualify bid.

14. NO substitutions or cancellations permitted without written approval of the City of League City.
15. All bidders **must meet or exceed the minimum specifications** to be considered as a valid bid. The City of League City reserves the right to accept or reject all or any part of any bid, waive minor technicalities and award the bid either to the lowest responsible Contractor or to the Contractor who provides goods or services at the best value for the City of League City.
16. DELIVERY: Specifications indicate number of days required to place material in receiving department designated location under normal conditions. A difference in delivery promise may break a tie bid. Unrealistically short or long delivery promises may cause bid to be disregarded. Consistent failure to meet delivery promises without valid reason may cause removal from bid list. Delivery shall be made during normal working hours only, 8:00 am to 5:00 pm unless prior approval for late delivery has been obtained.
17. Consistent and continued tie bidding could cause rejection of bids by the City of League City and/or investigation for Anti-Trust violations.
18. If a bid contains proprietary information, the Contractor must declare such information as proprietary if Contractor does not want information to become public.
19. The Contractor/Supplier agrees to protect the City of League City from claims involving infringement of patents or copyrights.
20. Purchase order number should be on original invoice and invoice sent to the City of League City, 300 West Walker, League City, TX 77573; Attn: Accounts Payable.
21. The City of League City shall pay for the product/service within thirty (30) days of receipt and acceptance. Acceptance by the City of League City shall constitute all items bid being received and in good working order to the City of League City's satisfaction.



SECTION I – GENERAL SPECIFICATIONS

1.0 INTENTION OF SPECIFICATIONS

The City of League City is requesting bids for an annual contract for fire department uniforms and accessories for the City of League City Fire Department in accordance with the specifications outlined in this document on an AS NEED BASIS.

2.0 BID ACCEPTANCE

The City of League City reserves the right to accept or reject any and all proposals, to accept any proposal deemed advantageous and to waive irregularity in the proposals. By bidding, the Contractor acknowledges and will adhere to all bid specifications as stated within this bid packet.

3.0 TERM OF CONTRACT

Contract term shall be on a fiscal year basis with the original contract period through September 30, 2018. Upon completion of the initial term of the contract, and upon the mutual agreement of both parties, the original contract may be renewed for one (1) additional one (1) year periods. The unit prices of all items purchased under this annual contract are firm for the first annual period of this contract. However, if the option to renew for additional one-year period(s) is exercised by the City of League City, a price adjustment upward may be requested by the Vendor by the application of the formula set forth in paragraph below. The index to be used in the computation of the price adjustment shall be the “All Items Index” item under the “U.S. City Average” category as quoted in the publication Consumer Price Index for the Houston-Galveston-Brazoria Consolidated Metropolitan Statistical Area, which is issued by the U.S. Department of Labor, Bureau of Labor Statistics.

The index for the month most recently published at the time of bid award shall be used as a base for determining price adjustment(s). The index for the month most recently published at the time of contract expiration/possible renewal shall be used in determining the adjusted contract price(s) for the ensuing contract period(s), should renewal option(s) be exercised and unit price adjustments be requested. Contract price adjustments shall be determined as follows: Unit Price % change (the point difference between the base index and the subsequent specified index is divided by the beginning index points, and multiplied by 100) in the index equals amount of price change eligible for adjustment. Whenever a price adjustment is made pursuant to this clause in contracts with multiple renewal options, the index that was used for computing the most recent price adjustment(s) shall become the new base index for determining further adjustments. There shall be a minimum of at least twelve months between price adjustments for contracts having multiple renewal options.



4.0 TERMINATION OF CONTRACT

The City of League City reserves the right to terminate the contract immediately in the event of the following actions on part of the successful Contractor:

- a. By failing to pay insurance, liens, claims, or other charges.
- b. By failing to pay any payments due the City, State or Federal Government from the successful bidder or its principals, including, but not limited to payments identified in this agreement or any taxes, fees, assessments, or liens.
- c. Upon the institution of voluntary or involuntary bankruptcy proceedings against the successful bidder or upon dissolution of the firm or business.
- d. By violation of any provision of the agreement.
- e. By failing to respond and/or delivery within the prescribed time, including weekends and holidays.
- f. By providing substandard product or service, or product/service the City deems to be otherwise unacceptable.
- g. Additionally, the City and Contractor reserve the right to terminate the contract without cause upon written notice thirty (30) days prior to the date of termination.

5.0 EVALUATION AND AWARD

The City shall consider all factors it believes to be relevant in selecting the offer that provides the best value for the City including, but not limited to the purchase price, the proximity of the bidder as it relates to his ability to perform the contract for the City, the delivery date, the reputation of the bidder and the bidder's goods or services, the quality of the bidder's goods or services, demonstrated capability to meet response time requirements and the bidder's past performance under similar requirements. The City reserves the right to award in whole, by group or line item, whichever is in the best interest of the City.

6.0 SPECIFICATION CHANGES

NO PERSON has the authority to verbally alter these specifications. Any changes to specifications will be made in writing and posted to the City of League City website at: <http://leaguecity.com/bids.aspx>.

7.0 INVOICES

Invoices must be itemized and issued by department on a monthly basis. Any invoice, which cannot be verified by the contract price and/or is otherwise incorrect, will be returned to the Contractor for correction. Invoices submitted for payment shall be addressed to: City of League City, Accounts Payable, 300 W. Walker St, League City, TX 77573.



Invoices submitted for payment shall be emailed to accountspayable@leaguecity.com.

8.0 INDEMNITY CLAUSE

The Contractor agrees to indemnify and save harmless the City of League City and its officers, agents and employees from any and all claims, causes or action, and damages of every kind, for injury to or death of any person and damages, to property arising out of or in connection with the work done by Contractor under this contract, and including acts or omissions of the City of League City or its officers, agents, or employees in connection with said contract.

9.0 EQUAL OPPORTUNITY EMPLOYER

The successful Contractor shall warrant and agree that he/she is an Equal Opportunity Employer. Should complaints of any form of discrimination, either in dispensation of the service, or within company hiring policies be substantiated, this contract may be terminated immediately.

10.0 PRICING

Prices for all goods and/or services shall be firm for the duration of this contract. Prices shall be all inclusive. No price changes, additions or subsequent qualifications will be honored during the course of the initial contract. If there are any additional charges of any kind, other than those mentioned above, specified or unspecified, Contractor MUST indicate the items required and attendant costs or forfeit the right to payment for such items.

11.0 ASSIGNMENT

The successful Contractor may not assign, sell or otherwise transfer this contract without prior written consent of the City of League City.

12.0 CONTRACTOR'S RESPONSIBILITY

At the time of the opening of bids, each Contractor shall be presumed to have inspected the sites (if applicable) and to have read and be thoroughly familiar with the contract requirements. The failure or omission of any Contractor to examine any form, instrument, document or site shall in no way relieve any bidder from any obligation in respect to this bid.



13.0 ALTERNATE VENDOR(S)

To insure an uninterrupted source of service, City of League City reserves the right to award multiple contracts. The entire contract will be awarded to a “primary” Contractor as the lowest responsive and responsible Contractor, and an “alternate” Contractor for use as necessary due to time constraints, availability, etc., on the part of the primary.

City of League City reserves the right to use other vendors when the response time is not met. Also, the City shall reserve the right to purchase from the alternate source if the following conditions exist:

13.1 Service and/or products are not acceptable (does not meet specifications), and Contractor fails to provide alternate, acceptable offering;

13.2 Contractor fails to respond to need for service, i.e. does not return phone calls.

14.0 ESTIMATED QUANTITIES

Quantities indicated are estimated based upon the best available information. The City reserves the right to increase or decrease the quantities by any amount deemed necessary to meet its needs without any adjustments in the bid price.

15.0 COMPLIANCE WITH LAWS

All equipment, supplies and work furnished under this contract shall comply with applicable laws, ordinances and regulations. Contractor shall obtain and pay for such permits and inspections as are required for the legal performance of this work, unless otherwise specified.

Bidder shall comply with all Federal and State laws and City Ordinances and Codes applicable to the Bidder's operation under this contract. These specifications and the contract resulting here from shall be fully governed by the laws of the State of Texas, and shall be fully performable in Galveston County, Texas, where venue for any proceeding arising hereunder will lie.

16.0 SILENCE OF SPECIFICATIONS

The apparent silence of specifications as to any detail, or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and that only material and workmanship of the finest quality shall be used. All interpretations of specifications shall be made on the basis of this statement.



17.0 SEVERABILITY

If any section, subsection, paragraph, sentence, clause, phrase or word of these requirements or specifications shall be held invalid, such holding shall not affect the remaining portions of these requirements and the specifications and it is hereby declared that such remaining portions would have been included in these requirements and the specifications as though the invalid portion had been omitted.

18.0 ETHICS ACKNOWLEDGEMENT

Any vendor or contractor entering into this contract or agreement with the City of League City, Texas expressly acknowledges that it has familiarized itself with the provisions of Section 2-34(i) of the Code of Ordinances of the City of League City which provides, among other things, that if within two years after the commencement of this contract or agreement the vendor or contractor hires a city official, former city official, appointed city officer, former appointed city officer, appointed city executive employee, or former appointed city executive employee or a city employee who, while acting in such capacity, had substantial and personal involvement with the negotiation of this contract or agreement, then this contract or agreement shall, at the option of the City Manager, be cancelled and/or the vendor or contractor shall be barred from additional contracting with the City of League City for a period of three (3) years.

19.0 CONFLICT OF INTEREST

Chapter 176 of the Texas Local Government Code requires that any person, who enters or seeks to enter in to a contract for the sale or purchase of property, goods or services with a local government entity and who has an employment or other business relationship with a local government officer or family member of the officer, as described by Texas Local Government Code Section 176.006, shall file a completed conflict of interest questionnaire with the City within seven (7) business days after the later of:

1. The date the person begins discussions or negotiations to enter in to a contract, including submission of a bid or proposal, or
2. The date the person becomes aware of facts that require the statement to be filed.

Additional information and the form to be used to file this notice can be found at:

www.ethics.state.tx.us/filinginfo/conflict_forms.htm



20.0 RIGHT OF ASSURANCE

Whenever one (1) party to this contract in good faith has reason to question the other party's intent to perform, he may demand that the other party give a written assurance of this intent to perform. In the event that demand is made and no assurance is given within five (5) days, the demanding party may treat this failure as an anticipatory repudiation of this contract.

21.0 DISCLOSURE OF INTERESTED PARTIES

In compliance with Texas Government Code § 2252.908, the winning bidder must submit a Disclosure of Interested Parties (Texas Ethics Commission Form 1295) to the City at the time of contract execution.

Pursuant to the rules prescribed by the Texas Ethics Commission (TEC), Form 1295 must be completed online through the TEC's website, www.ethics.state.tx.us/file, where it will be assigned a certificate number. The winning bidder must print, sign and notarize, and provide to the City. Neither the City nor its consultants have the ability to verify the information included in Form 1295, and neither have an obligation nor undertake responsibility for advising any bidder with respect to the proper completion of the TEC Form 1295.



SECTION II – TECHNICAL SPECIFICATIONS

1.0 SCOPE OF SERVICES

The City of League City is accepting bids from responsible and qualified vendors to provide fire department uniforms and accessories for the City of League City Fire Department according to these specifications.

Contractors shall be sure to include all charges, including freight, handling, delivery and any other fees in their line item pricing. No additional fees will be allowed. City of League City is tax exempt. Pricing shall remain good for a minimum of ninety (90) days after bid opening.

2.0 REQUIREMENTS

- 2.1 Vendor shall maintain a staffed office for the processing of specific job related information during normal working hours, 8:00 a.m. to 5:00 p.m., five (5) days a week.
- 2.2 All materials shall be provided at Contractor's expense, unless otherwise stated within specifications.
- 2.3 City may, at any time, request a meeting to discuss performance, service, product, etc.
- 2.4 Contractor shall not subcontract any tasks associated with this contract without prior written consent of the City.
- 2.5 The bidder shall have a typical retail "store front" open to the general public within a 30-mile radius of 550 W. Walker, League City, Texas 77573.
- 2.6 If outside the designated geographic radius, vendor agrees to provide a minimum frequency of once weekly visits by a service technician to the League City facilities for required measurements, etc.

3.0 NEW MERCHANDISE

All garments furnished as a result of this bid must be new. The City will neither purchase nor accept bids or shipments of goods classified as seconds, irregulars or any other designation other than new.

4.0 STOCK SIZES AND GARMENTS

It is the intention of the City to contract for the purchase of a manufacturer's stock garments



provided in standard sizes. The definition of a stock size for this contract will be those sizes that are cataloged and priced by the manufacturer as readily available with delivery from stock. The City will agree to pay a normal industry standard additional charge for oversize garments.

5.0 GUARANTEE OF CONTINUITY AND AVAILABILITY OF GARMENTS

Unless a given fabric is discontinued by the mill, all garments are specified by the Contractor in his bid shall be available to the City during the duration of this contract. All production including fabric, color shade, trimmings and construction shall equal or exceed the standards set forth in these specifications and must match the style, color and quality of the initial order as accepted by the specifications and will not be changed without prior approval of the City.

6.0 ORDERING

During the contract term, orders will be placed on an as needed, as required basis. Contractor agrees to fill any quantity ordered by the City, with no minimum order requirements. Please note that it is the intent of the City to consolidate needs into a single order whenever possible/feasible for the Fire Department.

7.0 DELIVERY

The City of League City Fire Department requires all stock uniform orders to be delivered no later than fourteen (14) calendar days after receipt of purchase order.

8.0 NAME BRANDS

Specifications reference name brands and model numbers. It is not the intent of the City of League City to restrict bidding in such cases, but to establish a desired quality level of merchandise or to meet a pre-established standard due to like existing items. Bidders may offer items of equal construction and performance, with the burden of proof of such equivalence resting with bidders. The City of League City shall act as sole judge in determining equality and acceptability of products offered.

Bidders desiring to bid a substitute item should make a request no later than one (1) week prior to bid opening for a product equivalence. Requests should be submitted by email to Cathleen Timmerman, Contract Administrator, at cathleen.timmerman@leaguecity.com.

9.0 APPROVED EQUALS

Specifications regarding the materials and construction of the uniform articles described herein have been written in the best interest of the City of League City Fire Department. This is to ensure that both quality and workmanship in all uniforms supplied by bidders will be consistent.



However, a bidder may offer another uniform article for consideration as “equal” only if, prior to the bid opening, approval of said alternate is approved by the City of League City. **Requests for approved equals should be made in writing to Cathleen Timmerman, Contract Administrator, at cathleen.timmerman@leaguecity.com, no later than 1:00 p.m. on Wednesday, February 8, 2017.** Bidders requesting to submit a pre-approved equal item may be required to provide the following, to include but not be limited to, performance specifications of garment, samples of garment, etc. If a bidder fails to name a substitute, he will be required to furnish the bid items as identified in specifications and/or bid sheet.

10.0 SUBSTITUTION OF MATERIAL

The City of League City will permit substitution of fabric in the event of a mill strike, disaster and act of God or other circumstance that causes disablement of the mill. In this event, prior written authority will be obtained from the City of League City, it being agreed that the City shall be the sole judge of the proposed substitution being comparable.

11.0 REJECTIONS

Any article that fails to meet specifications as material, workmanship or proper fit is subject to rejection and can be cause for termination of contract. Special attention will be paid to uniform garments in regard to neatness and straightness of seams and stitching. Any garment that contains broke, crooked or loose stitching will not be acceptable. Any item that fails to meet specifications will be returned to the supplier at their expense.

12.0 MEASUREMENTS AND FIT

12.1 An authorized official representative shall visit the location where uniforms shall be required, to gain a precise uniform measurement of each individual employee. The City and the successful bidder, for the accomplishment of this task, shall prearrange a set time frame for measurements. When garments are ordered for specific persons named in the order, the supplier shall be responsible to ensure that rack size garments provided are appropriately sized to correctly fit the individual, but shall not be considered as made to measure or custom tailored. Made to measure or custom tailoring required will be specified at time of order and bidders must state any extra charges for this service at time of bid.

12.2 Newly hired employees shall be fitted for uniforms on an as needed basis. Delivery of uniforms for newly hired employees shall be made within a fourteen (14) day period. In the event uniforms are not delivered within the time stated, the City reserves the right to obtain a ten (10) percent discount.

12.3 Contractor shall attach all Department patches and badge holders on the uniform shirts



and include cost of sewing in uniform price. Patches will be provided to Contractor by the Fire Department.

- 12.4 Both male and female employees shall be measured and fitted as required. All clothing shall be guaranteed to properly fit. The successful bidder on all garments shall assume the following:

12.4.1 Full responsibility for material, workmanship and uniformity of the product as well as the correct fitting of each garment; and in the event of error, the vendor shall immediately replace any or all garments at no cost to the City of League City.

12.4.2 Full responsibility for:

12.4.2.1 Measurement, sizing and properly fitting uniforms to personnel.

12.4.2.2 Uniformity of color.

12.4.2.3 Quality of materials.

12.4.2.4 Tailoring, alterations and other specifications herein at no additional cost.

12.4.2.4 Proper attachments of all patches and insignia provided by the Fire Department.

- 12.5 Each employee's garments shall be packaged with employee's name on each package.

- 12.6 Bid prices shall be per unit with an extended total. Should a conflict arise between the unit price and the total, the unit price shall govern.

- 12.7 All mathematical calculations will be verified. If discrepancies are found, the City's calculation shall be considered accurate.



BID SHEET (Revision 3)

Section	Description	Est. Qty.	Unit Price	Extended Price
1	Class A Uniforms:			
	1A – Dress Coat with added badge holder and patches – Flying Cross #17B8696C, Size 38-50	25	\$	\$
	1B – Dress Coat with added badge holder and patches – Flying Cross #17B8696C, Size 52-54	25	\$	\$
	1C – Dress Coat with added badge holder and patches – Flying Cross #17B8696C, Size 56-58	1	\$	\$
	1D – Dress Pants, Flying Cross #28P8696, Size 30-42	25	\$	\$
	1E – Dress Pants, Flying Cross #28P8696, Size 44-50	25	\$	\$
	1F – Dress Pants, Flying Cross #28P8696, Size 52-54	25	\$	\$
	1G – Long Sleeve Shirt, Poly Cotton, Flying Cross #35W5400, Size 14-18.5	25	\$	\$
	1H – Long Sleeve Shirt, Poly Cotton, Flying Cross #35W5400, Size 19+	5	\$	\$
	1I – Dress Shoes, Original SWAT #118001, All Sizes	50	\$	\$
	1J – Belt, Dutyman #1211, Size 30-42	25	\$	\$
	1K – Belt, Dutyman #1211, Size 44-48	25	\$	\$
	1L – Belt, Dutyman #1211, Size 50-54	25	\$	\$
	1M – Tie, Samuel Broome #90010	20	\$	\$
	1N – Tie, Samuel Broome #90043	20	\$	\$
	1O – Tie, Samuel Broome #90063	20	\$	\$
	TOTAL SECTION 1			

Bidder's Signature _____



Section	Description	Est. Qty.	Unit Price	Extended Price
2	Class B Uniforms:			
	2A – Short Sleeve Shirt, Taclite PDU 65/35, 5.11 #71167	25	\$	\$
	2B – Long Sleeve Shirt, Taclite PDU 65/35, 5.11 #72365	25	\$	\$
	2C – Pant, Taclite PDU 65/35, 5.11 #74370	25	\$	\$
	2D – Belt, Dutyman, Hook Garrison, #1211	25	\$	\$
	2E – Boot, ATAC shield, 5.11 #12026	25	\$	\$
	TOTAL SECTION 2			
3	Class C Uniforms:			
	3A – Polo, Vertx, 100% Poly Coldblack, VTX4000-NVP, to include LCFD embroidered patch on left chest, sized appropriately	25	\$	\$
	3B – Pant, Vertx, 65/35 Ripstop, VTX8000DT	25	\$	\$
	3C – Pant, 65/35 Ripstop, 5.11 #74273-724	25	\$	\$
	3D – Short, Vertx, 65/35 Ripstop, VTX8030DT	25	\$	\$
	3E – Belt, TruSpec, Nylon #4102	25	\$	\$
	TOTAL SECTION 3			

Bidder's Signature _____



Section	Description	Est. Qty.	Unit Price	Extended Price
4	Uniform Accessories:			
	4A – Name plate, Blackinton, J1	25	\$	\$
	4B – Fire Department Pin, Premier, #P2509	25	\$	\$
	4C – Flag Pin, Premier, S/G, #P4207	25	\$	\$
	4D – Flag Patch, Premier, #E1928	25	\$	\$
	4E – Class A Collar Brass, Red, Blackinton, #A6965	25	\$	\$
	4F - Class A Collar Brass, Red, Blackinton, #A6969	25	\$	\$
	4G - Class A Collar Brass, Red, Blackinton, #A6973	25	\$	\$
	4H - Class A Collar Brass, Red, Blackinton, #P-A6981	25	\$	\$
	4I – Class A Collar Brass, Red, Blackinton, #A6985	25	\$	\$
	4J – Class B Collar Brass, Blackinton, #J55	25	\$	\$
	4K – Class B Collar Brass, Blackinton, #J54	25	\$	\$
	4L - Class B Collar Brass, Blackinton, #J53	25	\$	\$
	4M - Class B Collar Brass, Blackinton, #P-J51	25	\$	\$
	4N – Class B Collar Brass, Blackinton, #J50	25	\$	\$
	4O – Hat Badge, Red, Blackinton, #A2815DE	25	\$	\$
	4P – Hat Badge, Red, Blackinton, #A1962DE	25	\$	\$
	4Q – Hat Badge, Red, Blackinton, #A2853DE	25	\$	\$
	4R – Hat Badge, Red, Blackinton, #P-A6197DE	25	\$	\$

Bidder's Signature_____



Section	Description	Est. Qty.	Unit Price	Extended Price
	4S – Hat Badge, Red, Blackinton, #A2817DE	25	\$	\$
	4T – Department Badges, Blackinton, #B1751-R	25	\$	\$
	4U – Hat, Bayly, #07GB2D1	25	\$	\$
	TOTAL SECTION 4		\$	\$
5	EMS Uniforms		\$	\$
	5A – Performance Polo, Black, Short Sleeve, 5.11 Tactical #71049/61165	35	\$	\$
	5B – Snag-Proof, Tactical Polo, Black, Short Sleeve, Cornerstone #CS410/CS411	45	\$	\$
	5C – EMS Pant #74310	4	\$	\$
	5D – Stryke Pant, 5.11 Tactical #74369	10	\$	\$
	5E – TacLite Pro Pant, 5.11 Tactical #74273/64360	35	\$	\$
	5F – TacLite EMS Pant, 5.11 Tactical #74363	6	\$	\$
	5G – TacLite Pro Short, 5.11 Tactical #73287	6	\$	\$
	5H – Operator Belt, 5.11 Tactical #59405	10	\$	\$
	5I – ¼ Zip Job Shirt, Black, 5.11 Tactical #72314	25	\$	\$
	5J – Responder Parka with Liner, 5.11 Tactical #48063	5	\$	\$
	5K – LCEMS Patch, sewed to purchased garment	110	\$	\$
	5L – 3M Reflective Name Panel, 2 lines text, Silver/Black twill with Velcro	12	\$	\$
	TOTAL SECTION 5			

Bidder's Signature_____



GRAND TOTAL (SECTIONS 1,2, 3, 4 and 5):

\$ _____

Name of Firm/Company

Agent's Name

Agent's Title

Mailing Address

City

State

Zip

Business Number

Cell Phone Number

Email Address

Authorized Signature

Date



BIDDER'S CERTIFICATION

The 1985 Texas Legislature passed HB620 relating to bids by nonresident contractors (now codified at Sections 2252.001 through 2252.004, Texas Government Code). The pertinent portion of the Act has been extracted and is as follows:

(3) "Nonresident bidder" refers to a person who is not a resident.

(4) "Resident bidder" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to underbid the a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

I certify that _____ is a resident bidder of Texas
as defined in Section 2252.001(4), Texas Government Code.
(Company Name)

Signature _____

Print Name _____

I certify that _____ is a Nonresident bidder as
defined in Section 2252.001(3), Texas Government
(Company Name)
and our principal place of business is
_____.
(City
and State)

Signature _____

Print Name _____



SUPPLIER INFORMATION FORM

COMPANY'S FULL BUSINESS NAME:	
PHYSICAL ADDRESS:	
PHONE #:	
FAX #:	
CONTACT PERSON:	
PHONE #:	
REMITTANCE ADDRESS:	
PHONE #:	
FAX #:	
CONTACT PERSON:	
PHONE #:	
PAYMENT TERMS DISCOUNT:	
COMPANY TAX ID#:	



NO BID NOTIFICATION

Bid #17-015R Uniforms & Accessories for Fire Department

SUPPLIER NAME: _____

ADDRESS: _____

AGENT'S NAME: _____ TELEPHONE: _____

The CITY OF LEAGUE CITY is interested in receiving competitive pricing on all items bid. We also desire to keep your firm as a bidder and a supplier of materials and equipment. Therefore, it is important for us to determine why you are not bidding on this item. We will analyze your input carefully and try to determine if future changes are needed in our specifications and procedures.

I did not bid for the following reasons: (PLEASE CHECK ONE OF THE LISTED REASONS)

- _____ Do not supply the requested product.
- _____ Quantities offered are too small or too large to be supplied by your company. (Please circle one of the underlined.)
- _____ Specifications are "too tight" or written around a particular product. (Please elaborate on this item.)
- _____ Cannot bid against manufacturer or jobber on this item. (Please circle one of the underlined).
- _____ Time frame for bidding was too short for my organization.
- _____ Not awarded a previous contract by the City when you felt you were low bidder.
- _____ Other _____

Failure to submit a bid or no-bid notification may result in removal from future bidders' lists.

If you wish to remain on the City's bid list for this item, please indicate:

_____ I wish to remain. _____ I do not wish to remain.



CONTRACTOR'S CAPACITY TO PERFORM

Based on the provider's response to this solicitation, please identify dedicated resources available for contract fulfillment (use extra pages as necessary):

Availability to perform:

_____ (Include any additional personnel or equipment/assets contractor will acquire to complete contract performance)

Equipment and operational items:

_____ (Identify by quantity and type any equipment/assets allocated to contract performance)

Personnel: _____

_____ (Identify by quantity and category any personnel assigned to contract performance)

Other Resources: _____

(Identify any other resources to be allocated to complete contract performance)



This Contractor Report Card will be managed by the City's representative to ensure compliance with the scope and specifications of any resulting contract. This is provided in this solicitation for INFORMATIONAL PURPOSES ONLY.

Contractor Report Card-Delivery of Goods

Name Of Contractor: _____ Date Contract Began: _____
Contract/Bid Number: _____ Date Contract Ended: _____
Name of Project: _____ Date Report Card Completed: _____
Project Number: _____ Previous Report Card Rating: _____
POINTS- Yes=5, No=0, NA=5

Topic	Questions	Findings	Points	Comments
PRICE LISTS				
Price List		Was the price list being used by the contractor the current approved price list?	Yes/No	
Modifications		Was the contractor responsive to City directed changes to priorities and/or schedule?	1....2....3....4....5	
Modifications		Number of change orders?		
Contractor recommended change orders				
City recommended change orders				
Billing		The contractor comply with billing responsibilities?	1....2....3....4....5	
FINANCIAL				
Bankruptcy		Is the Contractor free from Bankruptcy proceedings?	Yes/No	
Sub-contractors		If applicable, was sub-contractor information collected in the contractor's system and included in the billing detail?	1....2....3....4....5...NA	
Sub-contractors		Were sub-contractors paid timely without notices filed?	1....2....3....4....5...NA	
ADMINISTRATIVE				
Change of Name		Did the contractor comply with Change of Name requirements?	Yes/No/NA	
Administrative		Was the contractor's Contact for Contract Administration information (address/phone/fax/email) correct?	Yes/No	

PROJECT (Answer in a scale of 1-5: 1 being below agreed upon standards - 5 being exceeded expectations)

Timeline	Was the order delivered on time?	Yes/No
Contract Scope	Did the contractor comply with the scope of their contract?	1....2....3....4....5
Sub-contractors	If there are participating sub-contractors, are the sub-contractors listed and current in the contract?	Yes/No/NA
Value added	Did contractor provide value added options for cost, schedule, or final product?	1....2....3....4....5
Professionalism	Did contractor exhibit professionalism and courtesy when dealing with City Staff?	1....2....3....4....5
Professionalism	Did contractor exhibit professionalism and courtesy when dealing with Citizens and the business community?	1....2....3....4....5...NA
Professionalism	Was the quality of work performed to the standards required in the contract?	1....2....3....4....5
Professionalism	Did the contractor and the contractor's staff perform in a professional manner?	1....2....3....4....5
Site	Was the site clean and organized?	1....2....3....4....5...NA

OVERALL

Additional Comments that impact points?

TOTAL POINTS

Grade (77-85=A, 68-76=B, 58-67=C)

A....B....C....F

10/1/2014 Version

Directions: The lead manager on the contract will complete the form with input from accounts payable and any additional departments affected by the contract. This form must be filled out between 90 and 30 days before contract completion. If the contract is going out for new bid, this form must be completed before solicitation is posted.

*Once the contractor report card is complete, two copies must be created. One copy will be kept in the project folder and the other copy sent to the Purchasing



Department for cataloging.
Lead Manager Signature

Awarded vendor will be required to execute this agreement prior to commencement of service. This is provided for INFORMATIONAL PURPOSES ONLY. Any exceptions to this agreement shall be included in bid response.

VENDOR AGREEMENT

This Agreement made this ____ day of _____, 20____, by and between City of League City (City), located in League City, Texas and _____, located at _____ (Contracting Party).

City and Contracting Party agree as follows:

1. CONTRACT TERM: The initial term of this Agreement shall be for a period of ____ year(s), from _____ to _____. The parties may mutually agree in writing to extend the term of the Agreement.

City reserves the right to terminate the Agreement at any time, with or without cause, on thirty (30) days prior written notice to Contracting Party.

2. CONTRACT DOCUMENTS/WORK STATEMENTS: The provisions of the attached City Request For Proposal - RFP (or Request for Qualifications – RFQ) dated _____, Contracting Party's response to RFP dated _____, and Exhibits _____ (if any), are hereby incorporated by reference and made a part of this Agreement. Contracting Party's representations and warranties regarding its Work are set forth in Exhibit _____ (if any). To the extent there are conflicts or inconsistencies between the documents, the order of priority in which documents will be interpreted is as follows:

The provisions of this document

3. CONTRACT FEE: In consideration for the mutual covenants contained herein, City shall pay Contracting Party for work satisfactorily performed as follows: _____ Total compensation shall not exceed _____. Payment terms for amounts due from City under the Agreement (including due dates, late fees and interest) are governed by Chapter 2251 of the Texas Government Code.

4. CONFLICT OF INTEREST: Contracting Party assures that to the best of its knowledge there exists no conflict of interest or appearance of a conflict between Contracting Party's family, business or financial interest and the services provided under this Agreement. Should this situation change during the term of this Agreement, Contracting Party will advise City of such change.

5. INDEPENDENT CONTRACTOR: This Agreement shall not be construed to create a partnership, joint venture, nor other agency relationship between the parties, who are independent of one another. The relationship of the Contracting Party to City is and shall continue to be that of an independent contractor, and no liability or benefits such as workers' compensation, pension rights or liabilities, insurance rights or liabilities, arising out of or related to an employer/employee relationship, shall arise, or accrue to either party or either party's agent, subcontractor or employee, as a result of this Agreement or its performance. No relationship,



other than that of independent contractor, shall be implied between the parties or between either party and the other party's agent, employee, or subcontractor, and the Contracting Party hereby agrees to hold City harmless from any such claims by it or its associates, and any cost or expense related thereto.

6. **DEFAULT:** In the event of a failure by Contracting Party to satisfactorily perform the services specified herein and/or a default by Contracting Party in abiding by the other terms and conditions of this Agreement, City may terminate the Agreement on written notice to Contracting Party and Contracting Party shall be liable for all damages, costs, and expenses (including attorney fees) incurred by City related to this default.

7. **ALTERNATIVE DISPUTE RESOLUTION:** The dispute resolution process provided for in Chapter 154 of the Texas Civil Practice and Remedies Code may be used, by City and Contracting Party to attempt to resolve any claim for breach of contract made by Contracting Party, to the extent it is applicable to the Agreement and not preempted by other law. Except as otherwise provided by law, nothing herein is a waiver by City or the State of Texas of the right to seek redress in a court of law.

8. **ASSIGNMENT:** The parties recognize that this contract is based upon the skill and expertise of the parties and therefore agree that the contract and the obligations thereunder may not be assigned or delegated without the written consent of the other party, except as expressly allowed by this contract.

9. **COMPLIANCE WITH LAW:** Contracting Party shall certify that he/she or it is in compliance with all applicable state and federal laws, including non-discrimination laws as it relates to the terms and conditions of the agreement.

10. **NON-APPROPRIATIONS:** Contracting Party understands that City is a governmental entity, and should the Legislature fail to provide funding for any period during the term of this contract, City shall be excused for all liability for payment. City is required to give Contracting Party written notice within thirty (30) days after learning that the funds will not be available. Upon receiving written notice from City, this contract will automatically terminate

11. **NOTICES:** Any notice given under this contract by either party to the other may be effected either by personal delivery in writing or by mail, registered or certified postage prepaid with return receipt requested. Mailed notices shall be addressed to the addresses of the parties as they appear in the contract. Notices delivered personally shall be deemed communicated at the time of actual receipt. Mailed notice shall be deemed communicated three (3) days after mailing.

12. **OFFICIALS NOT TO BENEFIT:** No Mayor, Council-person, officer, director, employee, administrator and representative of City shall be admitted to any share or part of this contract or to any benefit that may arise therefrom.

13. **GOVERNING LAW/VENUE/STATUTE OF LIMITATIONS:** The validity of this Agreement and the interpretation of its terms and the applicable statute of limitations for any cause of action brought by or against City pursuant to the Agreement shall be governed by the laws of the State of Texas. Jurisdiction for any legal proceedings incident to this agreement shall lie in Galveston County, Texas.

14. **FORCE MAJEURE:** In the event of Force Majeure, City may terminate this agreement by written notice following such casualty and City shall not be responsible for any damages sustained by Contracting Party. Force Majeure shall mean fire, earthquake, flood, act of God, strikes or other labor disturbances, riots or civil commotion, litigation, terrorism, war or other acts of any foreign nation, power of government or government agency or authority, or any other cause like or unlike any cause above-mentioned which is beyond the control or authority of City.

15. **SUBCONTRACTS:** Any subcontracts and outside associates or consultants required by Contracting Party in connection with the services covered by this contract will be limited to such individuals or firms as were specifically identified and agreed to during negotiations. Contracting Party shall ensure that each subcontractor complies with all provisions of the Agreement and this Addendum. Contracting Party shall remain liable for the acts and omissions of such subcontractor(s) and the proper performance and delivery of the products and/or services set forth in the Agreement.

16. **TAX EXEMPTION:** City and Contracting Party agree that City will not be required to pay any taxes for which it can



demonstrate an exemption.

17. **CONFIDENTIALITY:** Subject to the Texas Public Information Act and any similar legal requirements, neither Party shall disclose any confidential information obtained from the other Party without such Party's prior written approval.

18. **INTELLECTUAL PROPERTY:** Contracting Party represents that it has all intellectual property rights necessary to enter into and perform its obligations under the Agreement and shall indemnify, defend and hold harmless the State of Texas and City against any action, claim, liability, loss or expense related to such intellectual property rights and representations. Contracting Party will pay any damages attributable to such claim that are awarded against the State of Texas and/or City in a judgment or settlement.

19. **INDEMNIFICATION:** Contracting Party shall indemnify and hold harmless City, and each of its regents, officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages and liabilities, including without limitation attorneys' fees and reasonable litigation costs, arising out of, connected with, or resulting from any acts or omissions of Contracting Party or any agent, employee, subcontractor, or supplier of Contracting Party in the execution or performance of this contract.

20. **INSURANCE:** For the entire term of the Agreement ("Term"), Contracting Party shall maintain Comprehensive General Liability insurance coverage of \$1,000,000 per occurrence. If, during the Term, Contracting Party will enter City property, Contracting Party shall also maintain the following insurance: (i) Worker's Compensation coverage with statutory limits for the State of Texas, including Employers Liability coverage of \$500,000 per accident; (ii) Commercial Automobile Liability coverage of \$1,000,000 Combined Single Limit; (iii) for engineers and architects only: Professional Liability coverage of \$5,000,000 per occurrence; and (iv) for builders only: Builder's Risk coverage in the amount of the construction cost, including protection against named windstorm and flood. All policies must contain a waiver of subrogation against City. Comprehensive General Liability and Commercial Automobile Liability policies must name City as Additional Insured. Contracting Party shall pay all insurance deductibles and deductibles must not exceed \$10,000 unless approved in advance by City. Contracting Party shall provide City Certificates of Insurance evidencing these insurance requirements prior to the start of work.

21. **AUDIT; INDEPENDENT AUDITS; RIGHT TO AUDIT; RETENTION; SUPPORTING DOCUMENTS:** The Contracting Party agrees and authorizes City and/or the State Auditor (collectively, "Auditor") to conduct audits or investigations in connection with this Agreement. Contracting party agrees to cooperate with Auditors conducting such audits or investigations and to provide all information and documents reasonably requested. Contracting Party will include this provision in all contracts with permitted subcontractors.

22. **LIMITATIONS:** The Parties are aware that there are constitutional and statutory limitations on the authority of City to enter into certain terms and conditions of the Agreement, including, but not limited to, those terms and conditions relating to liens on City's property; disclaimers and limitations of warranties; disclaimers and limitations of liability for damages; waivers, disclaimers and limitations of legal rights, remedies, requirements and processes; limitations of periods to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorneys' fees; dispute resolution; indemnities; and confidentiality (collectively, the "Limitations"), and terms and conditions related to the Limitations will not be binding on City except to the extent authorized by the laws and Constitution of the State of Texas.

23. **SOVEREIGN IMMUNITY:** Except as otherwise provided by Texas law, neither the execution of the Agreement by City nor any other conduct, action or inaction of any City representative relating to the Agreement is a waiver of sovereign immunity by City.

24. **REPRESENTATIONS BY CONTRACTING PARTY:** Contracting Party represents and warrants that it will obtain and maintain in effect, and pay the cost of all licenses, permits or certifications that may be necessary for Contracting Party's performance of this Agreement. If Contracting Party is a business entity, Contracting Party warrants, represents, covenants, and agrees that it is duly organized, validly existing and in good standing under the laws of the state of its incorporation; and is duly authorized and in good standing to conduct business in the State of Texas, that it has all necessary power and has received all necessary approvals to execute and deliver the Agreement and is authorized to execute this Agreement according to its terms on behalf of Contracting Party.



25. **ELIGIBILITY TO RECEIVE PAYMENT:** Contracting Party certifies that, as a matter of State law, it is not ineligible to receive the Agreement and payments pursuant to the Agreement and acknowledges that the Agreement may be terminated and payment withheld if this representation is inaccurate.

26. **PAYMENT OF DEBT/DELINQUENCY TO STATE:** Contracting Party certifies that it is not indebted to the City of League City and is current on all taxes owed to the City of League City. Contracting Party agrees that any payments owing to Contracting Party under the Agreement may be applied directly toward any debt or delinquency that Contracting Party owes the City of League City regardless of when it arises, until such debt or delinquency is paid in full.

27. **PRODUCTS AND MATERIALS PRODUCED IN TEXAS:** If Contracting Party will provide services under the Agreement, Contracting Party covenants and agrees that in performing its duties and obligations under the Agreement, it will purchase products and materials produced in Texas when such products and materials are available at a price and delivery time comparable to products and materials produced outside of Texas.

28. **TRAVEL EXPENSES:** If the Agreement requires City to reimburse for travel expenses, the Contracting party shall invoice all requests for reimbursement in accordance with the State of Texas travel, meal and lodging reimbursement guidelines applicable to State of Texas employees.

29. **RISK OF LOSS:** All work performed by Contracting Party pursuant to the Agreement will be at Contracting Party's exclusive risk until final and complete acceptance of the work by City. In the case of any loss or damage to the work prior to City's acceptance, such loss or damage will be Contracting Party's responsibility.

30. **PUBLICITY:** Contracting Party shall not use City's name, logo or likeness in any press release, marketing materials or other public announcement without receiving City's prior written approval.

31. **LEGAL CONSTRUCTION/SEVERABILITY:** In the event that any one or more of the provisions contained in this contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision, and this contract shall be construed as if such invalid, illegal or unenforceable provisions had never been contained in it. To this end, the provisions of this contract are declared to be severable. The Parties may mutually agree to renegotiate the contract to cure such illegality/invalidity or unconstitutionality if such may be reasonably accomplished.

32. **NON-WAIVER:** No covenant or condition of this Agreement may be waived except by written consent of the waiving party. Forbearance or indulgence by one party in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by the other party.

34. **ENTIRE AGREEMENT:** This contract constitutes the entire contract and supersedes all prior or contemporaneous agreements, whether written or oral, between the parties. Verbal representations not contained herein shall not be binding on the parties unless acknowledged by them in writing.

35. **AUTHORITY:** The person signing below on behalf of City and Contracting Party warrants that he/she has the authority to execute this contract according to its terms.

36. **AMENDMENT:** This Agreement may be changed, amended, modified, extended or assigned only by mutual consent of the parties provided that consent shall be in writing and executed by the parties hereto prior to the time such change shall take effect.

37. **BINDING AGREEMENT:** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, City and Contracting Party, by and through their duly authorized officers and representatives, have executed this Agreement as of the date first above written.