

# Department of Procurement and Contract Compliance

## REQUEST FOR PROPOSAL



**RFP R31869**  
**For**  
**Fire Department Uniforms**

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## **Article I. General Information**

### **Section 1.01 Method of Source Selection**

Section 29-154 of the Unified Government of Wyandotte County / Kansas City, Kansas Procurement Code and Regulations allows for the use of Competitive Sealed Proposals when it is determined in writing that Competitive Sealed Bidding is either not practicable or not advantageous to the Unified Government.

### **Section 1.02 Purpose**

The Unified Government of Wyandotte County/Kansas City, Kansas, Parks and Recreation Department /Sunflower Hills Golf Course is accepting competitive proposals from qualified individuals, firms, partnerships and corporations who are experienced in evaluating publicly owned golf courses, for the purpose of preparing a Feasibility Study. The primary goal is to improve the long-term financial and environmental stability of the golf course and provide recommendations for possible renovations to the existing facility or new construction would be viable and supported in the community.

Vendors providing such services must meet the requirements, as specified herein.

Solicitations from qualified minority, and women owned businesses, firms and individuals are encouraged by the Unified Government of Wyandotte County/Kansas City, Kansas. This encouragement does not infer preference and all solicitations will be evaluated equally.

### **Section 1.03 Existing Environment**

The Unified Government of Wyandotte County/Kansas City, Kansas is a consolidated city/county government serving all of the citizens of the City of Kansas City, Kansas, and Wyandotte County. The City of Kansas City, Kansas is located entirely in Wyandotte County and, along with ten other Kansas and Missouri counties, makes up the Metropolitan Kansas City Region with a population of approximately 1.6 million. The Cities of Kansas City, Kansas and Kansas City, Missouri are separated by the Kansas-Missouri border and are independent of one another in all aspects.

### **Section 1.04 Required Review**

Offerors should carefully review this solicitation for defects and questionable or objectionable matter. Comments concerning defects and objectionable material must be made in writing and received by the procurement officer at least ten days before the proposal opening. This will allow issuance of any necessary amendments. It will also help prevent the opening of a defective solicitation and exposure of offeror's proposals upon which award could not be made. Protests based on any omission or error, or on the content of the solicitation, will be disallowed if these faults have not been brought to the attention of the contracting officer, in writing, at least ten days before the time set for opening.

### **Section 1.05 Protests and Appeals**

Any protest or appeal of the award of the Agreement must be in writing and received by the Director of Purchasing within seven (7) days of the County Administrator's decision. The written communication must list the specific areas of protest and suggested remedy. The decision of the Purchasing Director

on any protest or appeal shall be final.

**Section 1.06 Inquiries - Clarifications**

Any questions regarding the Request for Proposal shall be directed in writing to the attention of the buyer via fax or email, to the Office of Procurement and Contract Compliance ATTN: Kelly Regan [kregan@wycokck.org](mailto:kregan@wycokck.org) Room 649, 701 North 7th Street, Kansas City, Kansas 66101. All questions must be received no later than the date established in the project timetable. Telephone conversations must be confirmed in writing by the interested party.

Two types of questions generally arise. One may be answered by directing the questioner to a specific section of the RFP. These questions may be answered over the telephone at (913) 573-5447. Other questions may be more complex and may require a written amendment to the RFP. The procurement officer will determine the appropriate method to be used.

**Section 1.07 Amendments & Addendums**

Amendments and addendums will be made by addendum issued only to vendors known to have the Request for Proposal.

**Section 1.08 Alternate Proposals**

Deviations from the requirements and specifications are permitted but must be noted separately explaining the nature of the deviation. When listing deviations, refer to the specific provision(s) to which the deviation pertains. Unless a deviation is expressly stated, the proposal shall be evaluated as if it meets ALL specifications, and the company submitting the proposal shall be required to perform all services as required by the specifications

**Section 1.09 Implied Requirements**

By submission of the proposal, the Offeror certifies all services proposed meet or exceed all requirements as set forth in the Request for Proposals, unless the proposal specifically states otherwise. Any products and services that are not specifically addressed in the RFP, but which are necessary to provide functional capabilities proposed by the offeror must be included in the proposal.

**Section 1.10 Project Timetable & Contract Term**

The project timetable set out herein represents the Unified Government’s best estimate of the schedule that will be followed. If a component of the schedule, such as the opening date, is delayed, the rest of the schedule may be shifted by the same number of days.

Issue RFP:	February 3, 2022
Last day for Questions:	February 17, 2022 by 4:00 pm
Proposals Due:	March 3, 2022 by 3:00 pm
Proposal Evaluation Committee completes evaluation:	March, 2022
Notice of Award:	TBA
Contract Start:	April 1, 2022

### ***Contract Term and Adjustments:***

The contract will be in effect for a period of two (2) years. Provided neither the Unified Government nor the vendor has terms in the contract which they require to be changed, this contract may be extended for three (3) additional, one (1) year terms.

Prices bid shall remain fixed and firm based upon the original proposal for the first twenty-four (24) month period of the contract. Option years, 3, 4 & 5 may be subject to adjustment based on the Consumer Price Index (CPI-U + all Urban Consumers) for the previous twelve months not to exceed 4%.

The Unified Government reserves the right to renew the contract by written notice of renewal provided that a price adjustment deemed to be fair and reasonable to both parties can be mutually agreed upon.

### ***Section 1.11 Location of Work***

The location(s) the work is to be performed is at various locations throughout Wyandotte County, Kansas, and specifically in the Wyandotte County Area.

### ***Section 1.12 Proposals and Presentation Costs***

The Unified Government of Wyandotte County/Kansas City, Kansas will not be liable in any way for any costs incurred by the offeror in the preparation of their proposal in response to the RFP nor for the presentation of their proposal and/or participation in any discussions or negotiations.

### ***Section 1.13 Disclosure of Proposal Contents***

All proposals and other material submitted become the property of the Unified Government and may be returned only at the UG's option. Kansas Open Records Act requires public records to be open to reasonable inspection. All proposal information, including detailed price and cost information, will be held in confidence during the evaluation process and prior to the time a Notice of Award is issued. Thereafter, proposals will become public information.

Trade secrets and other proprietary data contained in proposals may be held confidential if the offeror requests, in writing, that the procurement officer does so, and if the procurement officer agrees, in writing, to do so. Material considered confidential by the offeror must be clearly identified and the offeror must include a brief statement that sets out the reasons for confidentiality.

### ***Section 1.14 Independent Contractor Relation***

Nothing in this Agreement shall be construed to create a relationship of employer and employee or principal and agent or any other relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provisions of this Agreement.

Nothing in this Agreement shall create any right or remedies in any third party.

The Agreement to be entered into is not intended to be, and will not constitute or otherwise recognize a joint venture, partnership agreement or relationship, or formal business organization or association of any kind between the parties; and, the rights and obligations of the parties shall be only those expressly set forth in the Agreement. The parties will agree that no persons supplied by the Contractor in performance of the contract are employees of the Unified Government and further agree that no right of the Unified Government's civil service, retirement, or personnel rules accrue to such persons. The Contractor shall have the total responsibility for all salaries, wages, workers' compensation insurance, unemployment compensation, bonuses, retirement, withholdings, other benefits, and all taxes and premiums appurtenant thereto concerning such persons and shall hold the Unified Government harmless with respect thereto.

### ***Section 1.15 Determination of Responsibility***

Per § 29-198 (Duty Concerning Responsibility), before awarding a contract the Procurement Officer must be satisfied that the prospective contractor is responsible.

All offerors shall supply information as requested by the Procurement Officer concerning the responsibility of such offeror. The determination of responsibility shall be governed by Section 29-198 of the Unified Governments Procurement Code and Regulations. The contract file shall contain the basis on which the award is made.

### ***Section 1.16 Evaluation***

The selection committee shall evaluate all proposals submitted and shall classify proposals as: acceptable, potentially acceptable (that is reasonably susceptible of being made acceptable), or unacceptable. Vendors whose proposals are unacceptable shall be notified promptly. More detailed evaluation information will be found in section 8 of this RFP.

### ***Section 1.17 Equal Treatment***

Offerors will be accorded fair and equal treatment with respect to any opportunity for discussions and revisions of proposals. The Procurement Officer will establish procedures and schedules for conducting discussions. If during discussions there is a need for any substantial clarification of or change in the Request for Proposals, the Request shall be amended to incorporate such clarification or change. Auction techniques (revealing one offeror's price to another) and disclosure of any information derived from competing proposals are prohibited.

### ***Section 1.18 Award***

The contract shall be awarded in whole or in part to the responsible offeror whose proposal is determined to be the most advantageous to the Unified Government taking into consideration all the evaluation factors set forth in the Request for Proposals. No other factors or criteria shall be used in the evaluation.

The County Administrator retains the sole and complete discretion to select the successful proposer based upon the evaluation of the selection committee's recommendation.

The decision of the County Administrator will be final unless an appeal is filed as described in the protest section.

### **Section 1.19 Notification of Award**

Written notice of award shall be sent to the successful Offeror. The successful Offeror shall, within ten (10) days from the date of receipt of the notice of award, perform the following:

- Submit a Supply bond in the amount of \$10,000.00 or a Surety Deposit of \$10,000.00.
- If the Offeror is not a resident of the State of Kansas, submit an executed Appointment of Process Agent Form or a Foreign Corporation form (Form **will be provided by the Unified Government**).
- Submit a certificate of insurance evidencing insurance as required by the Request for Proposal.
- Ensure that all occupation taxes and fees are paid in full. Offerors are hereby directed to contact the Unified Government of Wyandotte County/Kansas City, Kansas License Division at (913) 573-8780 or [lwilson@wycokck.org](mailto:lwilson@wycokck.org) for information regarding Licensing and Occupational Taxes.
- The Contractor will be required to come into compliance with chapter 11 of the Procurement Code and Regulations regarding Affirmative Action and Equal Employment Opportunity as required by Sections 18-86 and 18-87 of the Code of Ordinance of the Unified Government of Wyandotte County / Kansas City, Kansas.

Contact the Contract Compliance Division located on the 6<sup>th</sup> Floor of the Municipal Office Building, 701 N. 7<sup>th</sup> Street, Kansas City, Kansas 66101, Room 649 or call (913) 573-5440 for information regarding compliance requirements or [ayang@wycokck.org](mailto:ayang@wycokck.org) .”

- The Unified Government may, at its option, declare the Offeror in default if the Offeror fails to perform all the above-enumerated conditions, in which case the proposal security shall become the property of the Unified Government.
- All bonds required by this proposal must contain terms and conditions approved by the Unified Government and shall be executed by a surety company authorized to do business in the State of Kansas.
- The Unified Government of Wyandotte County/Kansas City, KS, Johnson County KS, City of Kansas City MO, and Jackson County MO, (collectively the “Local Governments”), have agreed to cooperate with each other to ensure that tax funded contracts are performed by Contractors in compliance with the Tax Laws of the Local Governments. Contactor agrees that the Contractor shall be in compliance with the respective Tax Laws of the Local Governments throughout the term of this contract and any contract renewals and that proof of Contractor’s compliance with the Tax Laws of the Local Governments shall be a condition of award. All Contractors entering into a contract and all subsequent renewals with the Unified Government of Wyandotte County in the amount of \$50,001.00 or more must obtain a Tax Clearance Certification. The Tax Clearance Certification must be signed by an authorized official from all four (4) of the “Local Governments” and submitted to the Unified Government Procurement and Contract Compliance Department.

The Tax Clearance Certification shall be valid for a period of one year from the date of issuance and shall not be dated more than sixty (60) days prior to any notice of intent to contract by the County. (Form *will be provided by the Unified Government*).

### **Section 1.20 Right to Reject Proposals**

The Unified Government reserves the right without contest to accept or reject any proposals or alternate proposals. Offerors must comply with all of the terms of the RFP, the Unified Government Procurement Code, and all applicable local, State, and federal laws, codes, and regulations. The procurement officer may reject any proposal that does not comply with all of the material and substantial terms, conditions, and performance requirements of the RFP.

Offerors may not restrict the rights of the Unified Government or qualify their proposal. If an offeror does so, the procurement officer may determine the proposal to be a non-responsive counteroffer and the proposal may be rejected.

Minor informalities may be waived by the procurement officer if determined that they:

- Do not affect responsiveness,
- Are merely a matter of form or format,
- Do not change the relative standing or otherwise prejudice other offers,
- Do not change the meaning or scope of the RFP,
- Are trivial, negligible, or immaterial in nature,
- Do not reflect a material change in the work; or,
- Do not constitute a substantial reservation against a requirement or provision,

If no offerors meet all the mandatory requirements of the Request for Proposals, or if sufficient funds are not available, or if other extenuating circumstances prevail, the Unified Government may choose to make no award and to submit a revised Request for Proposals to offerors at a later date, or may choose to negotiate with those submitting proposals.

### **Section 1.21 Mistakes in Proposals Discovered Prior to Award**

At any time prior to the specified date and time for submission, an offeror may withdraw or modify a proposal in accordance with Section R3-103.10 of the Unified Government's Procurement Code Regulations. Any proposal modification must be in writing, executed by an authorized person, and submitted prior to the proposal submission date. The Unified Government will deal with mistakes in proposals according to Section R3-103.15 of the Unified Government's Procurement Code Regulations.

### **Section 1.22 Mistakes in Proposals Discovered after Award**

The Unified Government will deal with mistakes in proposals according to Section R3-103.15 of the Unified Government's Procurement Code Regulations.

### **Section 1.23 Ownership of Reports, Drawings, Specifications, etc.**

All reports, drawings, designs, specifications, notebooks, tracings, photographs, negatives, finding, recommendations, data, and memoranda of every description relating to the services described herein and in completion thereof, shall be the property of the Unified Government.

## **Article II. Standard Proposal Information**

### **Section 2.01 Authorized Signature**

All proposals must be signed by an individual authorized to bind the offeror to the provisions of the RFP. Proposals must remain open and valid for at least ninety (90) days from the opening date.

### **Section 2.03 Supplemental Terms and Conditions**

Proposals including supplemental terms and conditions will be accepted, but supplemental conditions that conflict with those contained in this RFP or that diminish the Unified Government's rights under any contract resulting from the RFP will be considered null and void. The Unified Government is not responsible for identifying conflicting supplemental terms and conditions before issuing a contract award. After award of contract:

- [a] if conflict arises between a supplemental term or condition included in the proposal and a term or condition of the RFP, the term or condition of the RFP will prevail; and
- [b] if the Unified Government's rights would be diminished as a result of application of a supplemental term or condition included in the proposal, the supplemental term or condition will be considered null and void.

### **Section 2.04 Discussions with Offerors**

The Unified Government may conduct discussions with offerors for the purpose of clarification. The purpose of these discussions will be to ensure full understanding of the requirements of the RFP and proposal. Discussions will be limited to specific sections of the RFP identified by the procurement officer. Discussions may only be held with offerors who have submitted a proposal deemed reasonably susceptible for award by the procurement officer. Discussions, if held, will be after initial evaluation of proposals by the evaluation committee. If modifications are made as a result of these discussions, they will be put in writing. Following discussions, the procurement officer may set a time for best and final proposal submissions from those offerors with whom discussions were held. Proposals may be reevaluated after receipt of best and final proposal submissions. Reevaluation will be limited to the specific sections of the RFP opened to discussion by the procurement officer.

Offerors with a disability needing accommodation should contact the procurement officer prior to the date set for discussions so that reasonable accommodation can be made.

## **Section 2.05 Evaluation of Proposals**

The procurement officer, or an evaluation committee made up of the procurement officer and at least two (2) Unified Government employees, will evaluate proposals. The evaluation will be based solely on the evaluation factors set out in section seven of this RFP.

## **Section 2.06 F.O.B. Point**

All goods purchased through this contract will be F.O.B (Free on Board/ Freight on Board) final destination. Unless specifically stated otherwise, all the prices offered must include the delivery costs to any location within Wyandotte County, Kansas.

## **Section 2.07 Contract Negotiations**

After completion of the evaluation, including any discussions held with offerors during the evaluation, the Unified Government may elect to initiate contract negotiations. The option of whether or not to initiate contract negotiations rests solely with the Unified Government. If the Unified Government elects to initiate contract negotiations, these negotiations cannot involve changes in the Unified Government's requirements or the contractor's proposal which would, by their nature, affect the basis of the source selection and the competition previously conducted.

The offeror will be responsible for all travel and per diem expenses related to contract negotiations.

## **Section 2.08 Failure to Negotiate**

The Unified Government may terminate negotiations with the Offeror initially selected and commence negotiations with the next highest ranked offeror if the selected Offeror:

- \* Fails to provide the information required to begin negotiations in a timely manner;
- \* Fails to negotiate in good faith;
- \* Indicates they cannot perform the contract within the budgeted funds available for the project; or
- \* After a good faith effort, simply cannot come to terms with the Unified Government

The Unified Government may terminate negotiations with the contractor initially selected and commence negotiations with the next highest ranked offeror.

## **Article III. Standard Contract Information**

### ***Section 3.01 Contract Type***

**This contract is a Fixed Price Contract with Adjustment**

### ***Section 3.02 Contract Approval***

This RFP does not, by itself, obligate the Unified Government. The Unified Government's obligation will commence when the contract is approved by the Unified Government County Administrator, the Administrator's designate, or the procurement officer. Upon written notice to the contractor, the Unified Government will set a start date for the contract. The Unified Government will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the Unified Government.

### ***Section 3.03 Proposal as a Part of the Contract***

Part or all of this RFP and the successful proposal may be incorporated into the contract.

### ***Section 3.04 Additional Terms and Conditions***

The Unified Government reserves the right to add terms and conditions during contract negotiations. These terms and conditions will be within the scope of the RFP and will not affect the proposal evaluations.

### ***Section 3.05 Insurance Requirements***

The successful offeror must provide proof of workers' compensation insurance prior to contract approval.

The successful offeror must secure the insurance coverage required by the Unified Government. An offeror's failure to provide evidence of such insurance coverage is a material breach and grounds for withdrawal of the award or termination of the contract.

#### **Insurance Requirements**

The vendor awarded this contract(s) is required to provide a Certificate of Insurance that contains a minimum of the following coverage and limits:

Liability insurance coverage shall be considered as primary and not as excess insurance. The carrier(s) shall provide thirty (30) days written notice to the Unified Government by registered mail prior any modification, cancellation, non-renewal, or other change in coverage. The successful bidder shall provide the Unified Government with Certificates of Insurance concerning the requirements listed.

The policies must be effective prior to the commencement of work and must remain in force until termination of the work under this contract. In the event of interruption of coverage for any reason, all work under the contract shall cease and shall not resume until coverage has been restored.

If at any time during the term of this contract, or any extension thereof, any required policies of insurance should expire or are canceled, it will be the responsibility of the Contractor to furnish to the Unified Government a Certificate of Insurance indicating renewal or an acceptable replacement of the policy prior to expiration or cancellation date so that there will be no lapse in any coverage.

The Consultant shall agree to indemnify the Unified Government of Wyandotte County/Kansas City, Kansas and save it harmless against any and all loss, damage, expense, liability or claim of liability, expense for injury, death or damage to property directly caused by the Consultant’s negligence arising out of performance by the Consultant of the agreement.

The Unified Government shall be named as an additional insured.  
The following minimum coverage is required of vendors providing services: Coverage:

Limits of Liability:

Workers Compensation	Statutory
Combined Automobile Bodily Injury And Automobile Property Damage	\$500,000 per occurrence
Errors and Omissions	\$1,000,000
Professional Liability	\$1,000,000

1. Additional Insured endorsement shall read exactly as follows:  
The Unified Government, in the name of the Unified Government, shall be named as additional insured with respect to the work performed for the contract(s): RFP 31869, Fire Department Uniforms.
2. Certificate Holder:  
Provide “RFP 31869, Fire Department Uniforms” in the “miscellaneous” area of certificate.  
Address all certificates to the Unified Government Wyandotte County/Kansas City, Kansas - Purchasing Division, 701 N 7<sup>th</sup> Street – Room 649, Kansas City, KS 66101. Fax 913-573-5444 Office 913-573-5440.

### ***Section 3.06 Bid Bond - Performance Bond – Supply Bond -Surety Deposit***

- (a) Bid Bond – Not Required**
- (b) Performance Bond – Not Required**
- (c) Supply Bond or Surety Deposit – Required**

### ***Section 3.07 Supply Bond or Surety Deposit***

#### **(a) Supply Bond**

Offerors must obtain a letter of commitment for a supply bond from a bonding company and submit it with their proposal. The amount of the supply bond must be \$10,000.00 dollars for the full term of the contract. If the contractor fails to satisfactorily perform the contract the bonding company which provided the supply bond will be required to obtain timely performance of the contract. The actual supply bond must be obtained from the bonding company and provided to the Unified Government within thirty days of the date of award of the contract. An offeror's failure to provide the supply bond within the required time will cause the Unified Government to reject the proposal.

#### **(b) Surety Deposit**

In lieu of a supply bond, an irrevocable letter of credit or cash may be substituted. The amount of the surety deposit must be \$10,000.00. Substitution of a surety deposit must be approved by the Purchasing Director prior to its submittal. An offeror's failure to provide the surety deposit within the required time will cause the Unified Government to reject the proposal.

### ***Section 3.08 Proposed Payment Procedures***

The Unified Government will make payments based on a negotiated payment schedule. Each billing must consist of an invoice and progress report. No payment will be made until the progress report and invoice have been approved by the Director of the Sunflower Hills Golf Course (“Director”).

### ***Section 3.09 Proposed Payment Option***

A Virtual Payment Option is now available. If you would like to learn contact, Lonia Green, Accounts Payable, 913-573-5138

### ***Section 3.10 Informal Debriefing***

When the contract is completed, an informal debriefing may be performed at the discretion of the project manager. If performed, the scope of the debriefing will be limited to the work performed by the contractor.

### **Section 3.11 Contract Personnel**

Any change of the project team members named in the proposal must be approved, in advance and in writing, by the project manager. Personnel changes that are not approved by the Unified Government may be grounds for the Unified Government to terminate the contract.

### **Section 3.12 Contract Changes - Unanticipated Amendments**

During the course of this contract, the contractor may be required to perform additional work. That work will be within the general scope of the initial contract. When additional work is required, the project manager will provide the contractor a written description of the additional work and request the contractor to submit a firm time schedule for accomplishing the additional work and a firm price for the additional work. Cost and pricing data must be provided to justify the cost of such amendments Unified Government Procurement Code Regulation R7-101.

The contractor will not commence additional work until the project manager has secured any required Unified Government approvals necessary for the amendment and issued a written contract amendment, approved by the County Administrator.

## **Article IV. Required Contractual Terms and Conditions**

### **Section 4.01**

#### **GENERAL CONDITIONS**

The following terms and conditions must be agreed to by the successful Offeror and are hereby made a part of the contract entered into between the Unified Government and the successful Offeror, unless specifically modified in writing:

1. **Governing Law.** This Agreement is subject to, governed by, and construed according to the laws of the State of Kansas.
2. **Compliance with Law.** BIDDER shall comply with all applicable local, state, and federal laws and regulations in carrying out this Agreement, regardless of whether those legal requirements are specifically referenced in this Agreement.
3. **Authority to Contract.** BIDDER represents that it possesses legal authority to contract, that it has undertaken any official action required by its governing documents to enter into this Agreement, that its undersigned representative is duly authorized to execute this document on its behalf, that it agrees to be bound by all the provisions of this Agreement, and that the person identified as its official representative is authorized to act on its behalf in the implementation of this Agreement.
4. **Modification of Agreement.** This Agreement may be modified or amended only in writing executed by both parties and will be subject to renegotiation in the event of changes to applicable law, rules, or regulations affecting the subject matter of this Agreement.

5. **Cash Basis Law.** This Agreement is subject to the Kansas Cash Basis Law, K.S.A. 10-1101 *et seq.* and amendments thereto. Any automatic renewal of the terms of the Agreement shall create no legal obligation on the part of the Unified Government. This Agreement shall be construed and interpreted so as to ensure that the Unified Government shall at all times stay in conformity with such laws and, as a condition of this Agreement, the Unified Government reserves the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement is deemed to violate the terms of such law. The Unified Government is obligated only to pay periodic payments or monthly installments under the Agreement as may lawfully be made from (a) funds budgeted and appropriated for that purpose during the Unified Government's current budget year or (b) funds made available from any lawfully operated revenue producing source.
6. **Payment of Taxes.** The Unified Government shall not be responsible for, nor indemnify BIDDER for any federal, state, or local taxes which may be imposed or levied upon the subject matter of this Agreement. If applicable, BIDDER shall pay the Unified Government occupation tax prior to execution of the Agreement.
7. **Licenses and Permits.** BIDDER shall maintain all licenses, permits, certifications, bonds, and insurance required by federal, state, or local authority for carrying out this Agreement. BIDDER shall notify the Unified Government immediately if any required license, permit, bond, or insurance is cancelled, suspended, or is otherwise ineffective.

Such cancellation, suspension, or other ineffectiveness may form the basis for immediate termination by the Unified Government in its discretion.

8. **Independent Contractor Relation.** The parties agree that the legal relationship between them is of a contractual nature. Nothing in this Agreement shall be construed to create a relationship of employer and employee or principal and agent or any other relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provisions of this Agreement.

Nothing in this Agreement shall create any right or remedies in any third party. The parties agree that no persons supplied by BIDDER are employees of the Unified Government and that no right of the Unified Government's civil service, retirement, or personnel rules accrue to such persons. The Unified Government shall not be responsible for withholding of social security, workers compensation insurance, unemployment compensation, bonuses, retirement benefits, other benefits, and any taxes and premiums from any payments made by the Unified Government to BIDDER.

9. **Discrimination in Delivery of Services Prohibited.** During the performance of this Agreement, BIDDER shall deny none of the benefits or services of the program to any eligible participant on the basis of race, religion, color, sex, disability, age, national origin, or ancestry.
10. **Equal Opportunity and Affirmative Action.**
  - a. BIDDER shall observe the provisions of the Kansas Act Against Discrimination, K.S.A. 44-1001 *et seq.* and amendments thereto, and shall not discriminate against any person in the performance of work under this Agreement because of race, religion, color, sex, disability, age, national origin, or ancestry.

- b. BIDDER will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, religion, color, sex, disability, age, national origin, or ancestry. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. BIDDER agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Unified Government setting forth the provisions of this nondiscrimination clause.
- c. BIDDER, in all solicitations or advertisements for employees placed by or on behalf of BIDDER, will state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, disability, age, national origin, or ancestry.
- d. BIDDER will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor.
- e. BIDDER shall assure that it and all subcontractors will implement the certificate of compliance in connection with this Agreement.
- f. If BIDDER fails, refuses, or neglects to comply with the terms of these contractual conditions, such failure shall be deemed a total breach of the contract and this Agreement may be terminated, canceled, or suspended, in whole or in part, and BIDDER may be declared ineligible for any further Unified Government contracts for a period of up to one year. Provided that, if a contract is terminated, canceled, or suspended for failure to comply with this section, BIDDER shall have no claims for damages against the Unified Government on account of such termination, cancellation, or suspension or declaration of ineligibility.
- g. BIDDER shall maintain sufficient records to document that, under all aspects of this Agreement, it has acted in a manner which is in full compliance with the Kansas Act Against Discrimination. Such records shall at all times remain open to inspection by the Kansas Human Rights Commission or by the Unified Government.
- h. BIDDER, in carrying out this Agreement, shall also comply with all other applicable existing federal, state, and local laws relative to equal opportunity and nondiscrimination, all of which are incorporated by reference and made a part of this Agreement.

#### **11. Representations.**

BIDDER makes the following representations:

- a. The price submitted is independently arrived at without collusion.
- b. It has not knowingly influenced and promises that it will not knowingly influence a Unified Government employee or former Unified Government employee to breach any of the ethical standards set forth in Article XII of the Procurement Code.

- c. It has not violated, and is not violating, and promises that it will not violate the prohibition against gratuities and kickbacks set forth in §29-635 (Gratuities and Kickbacks) of the Procurement Code.
  - d. It has not retained and will not retain a person to solicit or secure a Unified Government contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business.
12. **Waiver of Breach.** The waiver by either party of a breach of any provision of this Agreement will not operate or be construed as a waiver of any subsequent breach by such party.
13. **Severability.** If a court of competent jurisdiction declares any part of this Agreement to be invalid, the balance of the agreement will remain valid and enforceable.
14. **Entire Agreement.** This Agreement and its attachments set forth the parties' entire agreement. Neither party has made any oral or side agreements or representations not contained in this Agreement. This is a legal document and not a mere recital and is binding upon the parties, their representatives, and successors in interest.
15. **Termination for Default.** If BIDDER refuses or fails to perform any of the provisions of this Agreement with such diligence as will ensure its completion within the time specified in this Agreement, or any extension thereof, or commits any other substantial breach of this Agreement, the Procurement Officer may notify BIDDER in writing of the delay or nonperformance and, if not cured in 10 days or any longer time specified in writing by the Procurement Officer, such officer may terminate BIDDER rights to proceed with the Agreement or such part of the Agreement as to which there has been delay or a failure to properly perform.

The Unified Government shall pay BIDDER the costs and expenses and reasonable profit for services performed by BIDDER prior to receipt of the notice of termination; however, the Unified Government may withhold from amounts due BIDDER such sums as the Procurement Officer deems to be necessary to protect the Unified Government against loss caused by BIDDER because of the default.

Except with respect to defaults of subcontractors, BIDDER shall not be in default by reason of any failure in performance of this Agreement in accordance with its terms if BIDDER has notified the Procurement Officer within 15 days of the cause of the delay and the failure arises out of causes such as acts of God, acts of the public enemy, act of the Unified Government and any other governmental entity in its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, or other labor disputes. If the failure to perform is caused by the failure of a subcontractors to perform or to make progress, and if such failure arises out of causes similar to those set forth above, BIDDER shall not be deemed to be in default, unless the services to be furnished by the subcontractors were reasonably obtainable from other sources in sufficient time to permit BIDDER to meet the contract requirements Upon request of BIDDER , the Procurement Officer shall ascertain the facts and extent of such failure, and, if such officer determines that any failure to perform was occasioned by any one or more of the excusable causes, and that, but for the excusable cause, BIDDER 's progress and performance would have met the terms of the Agreement, the time for completion of the Agreement shall be revised accordingly.

If, after notice of termination of BIDDER 's right to proceed under the provisions of this clause, it is determined for any reason that BIDDER was not in default under the provisions of this clause, and both the Unified Government and BIDDER agree, the rights and obligations of the parties shall be the same as if the notice of termination had not been issued.

The following acts committed by BIDDER will constitute a substantial breach of the Agreement and may result in termination of the Agreement:

If BIDDER is adjudged bankrupt or insolvent;

- If BIDDER makes a general assignment for the benefit of his creditors;
- If a trustee or receiver is appointed for BIDDER or any of his property;
- If BIDDER files a petition to take advantage of any debtor's act or to reorganize under bankruptcy or applicable laws;
- If BIDDER repeatedly fails to supply sufficient services;
- If BIDDER disregards the authority of the Procurement Officer;
- Acts other than those specified may constitute substantial breach of this Agreement.

- 16. Termination for Convenience.** *The Procurement Officer may, when the interests of the Unified Government so require, terminate this contract in whole or in part, for the convenience of the Unified Government. The Procurement Officer shall give written notice of the termination to BIDDER specifying the part of the contract terminated and when termination becomes effective.*

BIDDER shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination BIDDER will stop work to the extent specified. The Procurement Officer shall pay BIDDER the following amounts:

- All costs and expenses incurred by BIDDER for work accepted by the Unified Government prior to BIDDER 's receipt of the notice of termination, plus a reasonable profit for said work.
- All costs and expenses incurred by BIDDER for work not yet accepted by the Unified Government but performed by BIDDER prior to receipt of the notice of termination, plus a reasonable profit for said work; and,
- Anticipatory profit for work and services not performed by BIDDER shall not be allowed.

- 17. Disputes.** *All controversies between the Unified Government and BIDDER which arise under, or are by virtue of, this Agreement and which are not resolved by mutual agreement, shall be decided by the Procurement Officer in writing, within 30 days after a written request by BIDDER for a final decision concerning the controversy; provided, however, that if the Procurement Officer does not issue a written decision within 30 days after written request for a final decision, or within such longer period as may be agreed upon by the parties, then BIDDER may proceed as if an adverse decision had been received.*

The Procurement Officer shall immediately furnish a copy of the decision to BIDDER by certified mail, return receipt requested, or by any other method that provides evidence of receipt. Any such decision shall be final and conclusive, unless fraudulent, or BIDDER brings an action seeking judicial review of the decision in the Wyandotte County District Court.

BIDDER shall comply with any decision of the Procurement Officer and proceed diligently with performance of this Agreement pending final resolution by the Wyandotte County District Court

of any controversy arising under, or by virtue of, this Agreement, except where there has been a material breach of the Agreement by the Unified Government; provided, however, that in any event BIDDER shall proceed diligently with the performance of the Agreement where the Purchasing Director has made a written determination that continuation of work under the contract is essential to the public health and safety

Notwithstanding any language to the contrary, no interpretation shall be allowed to find the Unified Government has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of any contingency. Further, the Unified Government shall not agree to pay attorney fees and late payment charges.

- 18. **Ownership of Materials.** *All property rights, including publication rights, in all interim, draft, and final reports and other documentation, including machine-readable media, produced by BIDDER in connection with the work pursuant to this Agreement, shall be in the Unified Government.*
  
- 19. **Availability of Records and Audit.** *BIDDER agrees to maintain books, records, documents, and other evidence pertaining to the costs and expenses of the services provided under the Agreement (hereinafter collectively called "records") to the extent and in such detail as will properly reflect all net costs, direct and indirect, of labor, materials, equipment, supplies, and services, and other costs and expenses of whatever nature for which reimbursement is claimed under the provisions of this Agreement. BIDDER agrees to make available at the offices of the Unified Government at all times during the period set forth in the Request for Proposals any of the records for inspection, audit, or reproduction by any authorized representative of the Unified Government. Except for documentary evidence delivered to the offices of the Unified Government, BIDDER shall preserve and make available to persons designated by the Unified Government his records for a period of three years from the date of final payment under the Agreement or until all audit questions have been resolved, whichever period of time is longer.*

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## **Article V. Background Information**

### ***Section 5.01 Background Information***

The Unified Government was created upon the consolidation of the governments of the City of Kansas City, Kansas and Wyandotte County, Kansas, effective October 1, 1997. The consolidation was approved by voters of the City and County on April 1, 1997 and, on March 6, 1998, was upheld by the Kansas Supreme Court in State ex. rel. Tomasic v. The Unified Government of Wyandotte County/Kansas City, Kansas, 264 Kan. 293 (1998). The Unified Government, with a current County population of approximately 154,000, covers 155.7 square miles. It is located on the eastern border of the State and, along with three other Kansas counties and eight Missouri counties, comprises the Kansas City Metropolitan Statistical Area with a population of approximately 1.8 million.

Pursuant to consolidation, the existing governments of the City and the County were replaced by a governing body composed of a Mayor/Chief Executive and a ten-member Board of Commissioners. Each of eight districts nominates and elects one commissioner. Two at-large commissioners are nominated from two countywide districts comprised of the four northern-most and four southern-most

districts. The Mayor/Chief Executive has veto power, which can be overridden by a two-thirds majority of the Board of Commissioners.

A County Administrator is appointed by the Mayor/Chief Executive, with the consent of the Board of Commissioners, and is directly responsible for the daily functions of the Unified Government.

## **Article VI. Project Scope**

### **Section 6.01 Scope of Work**

All materials used in the construction of the clothing will meet or exceed NFPA 1975 Standard on Emergency Service Work Apparel, 2019 Edition, and/or OSHA Standard for Structural Fire Department clothing. There is NO EXCEPTION to this rule. It is imperative that the successful Bidder, will be able to efficiently process and deliver Fire Department Uniforms in a timely manner. No specific quantities are guaranteed and any quantity used is given as an estimate and not a definite amount.

### **Section 6.02 Specifications:**

The Ultra-Dyed coloring process that is used allows the garment to retain color-fastness longer than garments not employing this dye process. The Spectra flash 600 Spectrophometer by data color shall be manufactured. This used to determine if the fabric is an acceptable commercial match before the garment is process will ensure a reasonable color consistency and reduce the varied shades of blue that has been the case. Fabric to be PRE-CURED prior to manufacturing the garments. This provides less shrinkage and sharper creases after the clothes are washed. It makes for a better fit than the POST-CURED garments.

All material (color) must be presented to the Fire Department Property Officer and Supervisor for approval of material color. All material (color) selected must match to each other from this point forward, any discrepancy of color may be grounds for rejection of product. Product/Color must match to our current uniforms to comply with our standards, this needs to be done for color uniformity.

Swift Gale 100% cotton shall be used on all garments, a minimum of 7.75 ounce of trouser fabric and 6.0 ounce shirt fabric. The Swift Gale is one of the most recognized, high quality mills in the industry. Makeup of the garments shall be differentiated be a soluble welt pocket that has no exposed stitching, that gives it a more professional look and feel. The most commonly found used is a top stitched method which turns white from normal wear as well as laundering due to constant friction from sitting or just normal rubbing of fabric.

The French fly closure on the trouser is a separate attachment and allows it to function as it should. The other is a grown French fly it can cause the front of the pants crook or bunch up. There shall be interlining of the crotch area this causes to much fabric to be in the area of friction. This causes knotting to form and can be very uncomfortable, plus the whitening of the friction area is greatly increased. Simply put crotch seams must line up causes what to be a more comfortable and stronger area. All garments shall have reinforced hook and eye closure to ensure that the pant stays hooked and does not tear out.

The belt loops on the pants are to be tucked into the top and bottom of the waistband, this helps keep the loops from fraying and pulling apart. The shirt shall have a permanent lintrak crease, this eliminates the puckering that appears over life of garment, this can also be called a military crease. Garments shall have collar stays that are permanently attached to the collar liner. It helps the collar to stay flat on the shirt and does not allow it to go crooked. The pocket flaps and epaulets are assembled, stitched and turned inside out, and then top stitched again to help prevent bunching puckering at the point of origin.

The Vendor must be located within Fifty miles from Kansas City Kansas Fire Department Shop/Property, which provides services such as sizing, garment stock, garment repair and accessories available on a walk-in basis. Deliveries must be no later than 45 days from receipt of order. This will include dress uniforms for command staff.

### **Approved Equivalents:**

Bidders shall submit detailed manufacturer's specifications for each item being proposed as an "approved equal". Please note that any use of brand names herein, is for the purpose of describing the standards of quality, performance and desired characteristics of the item(s) and is not intended to limit or restrict competition.

### **Section 6.03 Exceptions to Specifications**

Vendor must have the ability to perform on-site measuring and alterations of Uniforms Monday – Friday, from 9:00am – 5:00pm.

The Kansas City Kansas Fire Department will provide a copy of all sizes in relation to Uniforms to the Vendor.

Each proposal must be accompanied by a set of detailed Manufacture's specifications consisting of a detailed description of the Uniforms proposed. All bid proposal specifications must be in the sequence as the advertise specifications for ease of comparison. These specifications shall include size, location, type and model of all the component parts being furnished. Detailed information shall be provided on the materials used to construct all facets of the Uniform. Any bidder who fails to submit detailed construction specifications, or who photocopies and submits these specifications as their on construction details will be considered non-responsive and shall render their proposal ineligible for award.

**NO EXCEPTIONS.**

### **Section 6.04 Specific Requirements for Uniforms**

12420 Company Boot 3.0  
 61321 Wm Company Shirt SS  
 62399 Wm Company Shirt LS  
 64436 Wm Company Cargo Pant 2.0  
 71309 Professional SS T  
 71391 Company Shirt SS  
 72314 Quarter Zip Job Shirt  
 72318 Professional LS T  
 72515 Company Shirt LS  
 74509 Company Cargo Pant 2.0



**BID PRODUCT SPECIFICATION**



<b>PRODUCT DESCRIPTION STYLE</b>	Company Boot 3.0
<b>NO.</b>	12420
<b>UPPER</b>	<ul style="list-style-type: none"><li>•Leather upper</li><li>•Nylon</li></ul>
<b>FEATURES &amp; BENEFITS</b>	<ul style="list-style-type: none"><li>•Industrial grade Full Grain leather upper</li><li>•Nylon panels</li><li>•Slip on style for easy on and off</li><li>•Ortholite® insole</li><li>•Ortholite® Achilles pad for better heel hold</li><li>•Slip and Oil resistant full rubber outsole</li><li>•5.11® Force Foam heel cushion</li><li>•Nylon Shank</li><li>•Pro-Fit</li></ul>
<b>OUTSOLE/MIDSOLE</b>	<ul style="list-style-type: none"><li>•Forefoot thickness: 13mm</li><li>•Heel Thickness: 27mm with 10mm 5.11® Force Foam he</li><li>•Nylon Shank</li></ul>
<b>LABELS</b>	<ul style="list-style-type: none"><li>•Inside tongue label with name of shoe, style number,PO country of origin</li></ul>
<b>CLOSURES</b>	<ul style="list-style-type: none"><li>•Slip on style boot</li></ul>
<b>STOCK SIZING</b>	<ul style="list-style-type: none"><li>•Regular width: size 4,5,6-12(whole and half sizing),13,14</li><li>•Wide widths: size 7-12(whole and half sizing),13</li></ul>

# 5.11

## PRODUCT BID SPEC SPECIFICATION

**PRODUCT DESCRIPTION:** Wm Company Shirt S/S

**STYLE NUMBER:** 61321



**FABRIC TYPE:** Main Body: 100% cotton 5.6 oz Twill

**FEATURES & BENEFITS:** 100% Cotton twill fabric is wrinkle resistant  
 Button front closure  
 Collar stays along the front edge of collar for a professional appearance  
 Chest patch pockets with pen guide  
 Comes with an epaulette and badge holder kit for easy conversion  
 Has an inside support strap for the supplied grommeted badge holder  
 FIREFLY thread through the garment  
 Certified to NFPA 1975  
 Any and all repairs or alterations must be performed by 5.11 or an authorized service representative.

**STITCHING & FINISHING:** Seams are durable with 10-12 stitches per inch on all operations  
 Triple needle stitching on the armholes and back yoke  
 Double needle topstitching on both sides of center front placket, collar edge, pockets and pocket flaps, sleeve hem  
 Single needle topstitching on clean finished shirt tail  
 Single needle edgestitch on shoulder seam, badge tab, and epaulets  
 2 Vertical bar tacks on each of the pocket flaps spaced 1 1/2" apart for the pen pocket opening  
 Bartacks at top corners of pocket flaps and chest pockets

**CLOSURES:** Buttons –20 Ligne 4 hole Melamine buttons that won't melt, burn, or crack  
 6 buttons on front placket, 1 on each pocket, 1 spare button  
  
 Hook and loop closure on pockets flaps with a button applied, for appearance only

**LABELS:** NFPA 1975 label, woven logo label/COO/size label, care label, and fiber content label are permanently attached to the inside of the shirt

**STOCK SIZES:** XS- XL

**COLORS:** 720 Fire Navy, 010 White, 696 Med Blue

1.29.18 CC

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# 5.11

## PRODUCT BID SPEC SPECIFICATION

**PRODUCT DESCRIPTION:** Wm Company Shirt L/S

**STYLE NUMBER:** 62399



**FABRIC TYPE:** Main Body: 100% cotton 5.6 oz Twill

**FEATURES & BENEFITS:** 100% Cotton twill fabric is wrinkle resistant  
Button front  
Collar stays along the front edge of collar for a professional appearance  
Chest patch pockets with pen guide  
Comes with an epaulette and badge holder kit for easy conversion  
Has an inside support strap for the supplied grommited badge holder  
FIREFLY thread through the garment  
Certified to NFPA 1975  
Any and all repairs or alterations must be performed by 5.11 or an authorized service representative.

**STITCHING & FINISHING:** Seams are durable with 10-12 stitches per inch on all operations  
Triple needle stitching on the armholes and back yoke  
Double needle topstitching on both sides of center front placket, collar edge, pockets and pocket flaps, cuffs  
Single needle topstitching on clean finished shirt tail  
Single needle edgestitch on shoulder seam, collar stand, sleeve placket, badge tab, and epaulets  
2 Vertical bar tacks on each of the pocket flaps spaced 1 1/2" apart for the pen pocket opening  
Bartacks at top corners of pocket flaps and chest pockets

**CLOSURES:** Buttons – 4 hole Melamine buttons that won't melt, burn, or crack  
20 Ligne Buttons:  
1 button at center front neck band, 6 buttons on front placket, 1 on each pocket, 2 on each cuff, 1 on each sleeve placket, 1 spare button  
Hook and loop closure on pockets flaps with a button applied, for appearance only

**LABELS:** NFPA 1975 label, woven logo label/COO/size label, care label, and fiber content label are permanently attached to the inside of the shirt

**STOCK SIZES:** XS-XL

**COLORS:** 720 Fire Navy,010 White, 696 Med Blue

1.29.18 CC

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# 5.11

## PRODUCT BID SPEC SPECIFICATION

**PRODUCT DESCRIPTION:** Company Shirt S/S

**STYLE NUMBER:** 71391, 71391T



**FABRIC TYPE:** Main Body: 100% cotton 5.6 oz Twill

**FEATURES & BENEFITS:** 100% Cotton twill fabric is wrinkle resistant  
 Button front closure  
 Collar stays along the front edge of collar for a professional appearance  
 Chest patch pockets with pen guide  
 Comes with an epaulette and badge holder kit for easy conversion  
 Has an inside support strap for the supplied grommated badge holder  
 FIREFLY thread through the garment  
 Certified to NFPA 1975  
 Any and all repairs or alterations must be performed by 5.11 or an authorized service representative.

**STITCHING & FINISHING:** Seams are durable with 10-12 stitches per inch on all operations  
 Triple needle stitching on the armholes and back yoke  
 Double needle topstitching on both sides of center front placket, collar edge, pockets and pocket flaps, sleeve hem  
 Single needle topstitching on clean finished shirt tail  
 Single needle edgestitch on front yoke, badge tab, and epaulets  
 2 Vertical bar tacks on each of the pocket flaps spaced 1 1/2" apart for the pen pocket opening  
 Bartacks at top corners of pocket flaps and chest pockets

**CLOSURES:** Buttons –20 Ligne 4 hole Melamine buttons that won't melt, burn, or crack  
 7 (Regular) / 8 (Tall) buttons on front placket, 1 on each pocket, 1 spare button  
 Hook and loop closure on pockets flaps with a button applied, for appearance only

**LABELS:** NFPA 1975 label, woven logo label/COO/size label, care label, and fiber content label are permanently attached to the inside of the shirt

**STOCK SIZES:** S-3XL Regular  
 L-3XL Tall

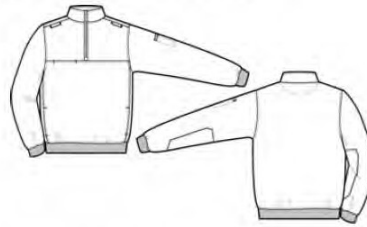
**COLORS:** 720 Fire Navy, 010 White, 696 Med Blue

1.30.18 RW

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**PRODUCT BID SPEC SPECIFICATION**



**PRODUCT DESCRIPTION:** ¼ ZIP JOB SHIRT  
**STYLE NUMBER:** 72314 & 72314T

**FABRIC TYPE:** Body, Collar, Facing behind zipper, handwarmer pocket bags: 82% Cotton 18% Polyester French Terry, piece-dyed, back side 11.6 oz.  
 Collar (top & bottom), Inside Half Moon, Elbow Patches:  
 100% Cotton canvas, Pocket Bags (Mic, Pen Pockets, Inside Chest Pockets): 100% Cotton Twill, solid-piece dyed  
 Cuffs and Waistband: 98% Cotton 2% Spandex, 2x2 rib.

**FEATURES & BENEFITS:** A contemporary design with ¼ zip front. Fade-resistant cotton/poly fleece with stain resistant treatment. Canvas trims also fade-resistant.

**DESIGN:** Deep chest pocket with Velcro breakthrough allows you to carry a full-sized radio or a smaller object without it dropping to the bottom of the pocket. Mic pockets at both shoulder plus pen pockets on the left sleeve.

**STITCHING & FINISHING:** Stitches per inch on seams, on cover and on single needle top stitch: 12  
 Shoulder Seam, Armhole, Front Yoke Seam, Front Side Seam: Overlocked inside, ¼" needle edge stitch  
 Collar, Cuff & Hem: Overlocked inside, ¼" needle edge stitch  
 Front Chest Pocket: With strip of interlining reinforcement inside top edge.  
 Pencil Pockets: Welts are body fabric (cut with the grain), single needle top stitched, bartacked at ends of welt; woven twill pockets (inside), overlocked on edges woven twill fabric for inside bag; top edge is serged together with welt seam allowances.  
 Shoulder Seam Support: Taped with clear PU tape.  
 Stain repellent finish

**LABELS:** The woven main label, size/country of origin/fiber content/care labels are permanently attached to the shirt.

**CLOSURES:** YKK Zipper, Velcro Hook & Loop inside chest pocket.

**STOCK SIZES:** XS-SXL  
 Reg and Tall

**COLORS:** Dark Navy

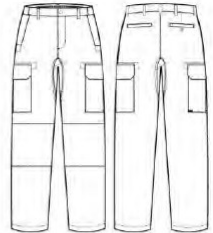
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**PRODUCT BID SPECIFICATION**

**PRODUCT DESCRIPTION:** Wm Company Cargo Pant 2.0

**STYLE NUMBER:** 64436



**FABRIC TYPE:** **Main Body:** 100% Cotton 7.8 oz Twill

**FEATURES & BENEFITS:** Self adjusting tunnel waist with 7 belt loops  
 Gripper tape inside waistband to keep shirt tucked in  
 Front Pocket openings with reinforced knife clip guards  
 Pocket bags are extra deep, finished clean inside the pant and double stitched for heavy duty  
 Back pockets are inset welt pockets. Right one has button closure  
 Gusseted crotch for durability and comfort  
 Pleated Cargo pockets  
 FIREFLY thread through the garment  
 Certified to NFPA 1975  
 Any and all repairs or alterations must be performed by 5.11 or an authorized service representative.  
 UPF Rating: 50

**STITCHING & FINISHING:** **Seams** are durable with 10 stitches per inch and extra heavy 5-thread construction.  
**Non-raveling lock stitch** top stitching.  
**Double needle top stitching** at front rise and gusset seams  
**Single needle** fly outline, front pocket edge, all around back pocket welts and center back seam, reinforced knife clip guards, cargo pockets and cargo pocket flap reinforcement, knee patch  
**Bar tacked** crotch point, belt loops on all corners, pocket opening ends and fly

**CLOSURES:** YKK® NOMEX zipper with locking slider at front fly  
 Waist snap is metal PRYM® 5.11 logo snap with extra strong grip.  
 Back pocket button is a 4 hole melamine buttons that won't melt, burn, or crack. It is cross tacked.  
 Hook and loop closure at cargo pockets

**LABELS:** 5.11 Strip label above back pocket. NFPA 1975 label, woven logo label/COO/size label, care label, and fiber content label are permanently attached to the inside of the shirt

**STOCK SIZES:** 2-20 Even, Unhemmed inseam

**COLORS:** 720 Fire Navy

1.29.18 CC

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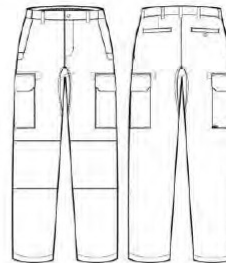
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**PRODUCT BID SPECIFICATION**

**PRODUCT DESCRIPTION:** Company Cargo Pant 2.0

**STYLE NUMBER:** 74509, 74509L



**FABRIC TYPE:** Main Body: 100% Cotton 7.8 oz Twill

**FEATURES & BENEFITS:** Self adjusting tunnel waist with 7 belt loops  
 Gripper tape inside waistband to keep shirt tucked in  
 Front Pocket openings with reinforced knife clip guards  
 Pocket bags are extra deep, finished clean inside the pant and double stitched for heavy duty  
 Back pockets are inset welt pockets. Right one has button closure  
 Gusseted crotch for durability and comfort  
 Pleated Cargo pockets  
 FIREFLY thread through the garment  
 Certified to NFPA 1975  
 Any and all repairs or alterations must be performed by 5.11 or an authorized service representative.  
 UPF Rating: 50

**STITCHING & FINISHING:** Seams are durable with 10 stitches per inch and extra heavy 5-thread construction.  
 Non-raveling lock stitch top stitching.  
 Double needle top stitching at front rise and gusset seams  
 Single needle Waistband top and bottom edges, sides, fly outline, front pocket edge, all around back pocket welts and center back seam  
 Bar tacked crotch point, belt loops on all corners, pocket opening ends and fly  
 Safety Stitch inseam, gusset  
 3 thread overedge leg opening

**CLOSURES:** YKK® NOMEX zipper with locking slider at front fly  
 Waist snap is metal PRYM® 5.11 logo snap with extra strong grip.  
 Back pocket button is a 4 hole melamine buttons that won't melt, burn, or crack. It is cross tacked.  
 Hook and loop closure at cargo pockets

**LABELS:** 5.11 Strip label above back pocket. NFPA 1975 label, woven logo label/COO/size label, care label, and fiber content label are permanently attached to the inside of the pant

**STOCK SIZES:** Reg: 28-44 even, Unhemmed inseam  
 Large: 46-54 even, Unhemmed inseam

**COLORS:** 720 Fire Navy

1.29.18 CC

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FRM 7317 B

# 5.11

## PRODUCT BID SPEC SPECIFICATION

**PRODUCT DESCRIPTION:** Company Shirt L/S

**STYLE NUMBER:** 72515, 72515T



**FABRIC TYPE:** Main Body: 100% cotton 5.6 oz Twill

**FEATURES & BENEFITS:** 100% Cotton twill fabric is wrinkle resistant  
 Button front  
 Collar stays along the front edge of collar for a professional appearance  
 Chest patch pockets with pen guide  
 Comes with an epaulette and badge holder kit for easy conversion  
 Has an inside support strap for the supplied grommited badge holder  
 FIREFLY thread through the garment  
 Certified to NFPA 1975  
 Any and all repairs or alterations must be performed by 5.11 or an authorized service representative.

**STITCHING & FINISHING:** Seams are durable with 10-12 stitches per inch on all operations  
**Triple needle stitching** on the armholes and back yoke  
**Double needle topstitching** on both sides of center front placket, collar edge, pockets and pocket flaps, cuffs  
**Single needle topstitching** on clean finished shirt tail  
**Single needle edgestitch** on front yoke, sleeve placket, badge tab, and epaulets  
 2 **Vertical bar tacks** on each of the pocket flaps spaced 1 1/2" apart for the pen pocket opening  
**Bartacks** at top corners of pocket flaps and chest pockets

**CLOSURES:** Buttons – 4 hole Melamine buttons that won't melt, burn, or crack  
**20 Ligne Buttons:**  
 1 button at center front neck band, 6 (Regular) / 7 (Tall) buttons on front placket, 1 on each pocket, 2 on each cuff, 1 spare button  
  
**Hook and loop** closure on pockets flaps with a button applied, for appearance only

**LABELS:** NFPA 1975 label, woven logo label/COO/size label, care label, and fiber content label are permanently attached to the inside of the shirt

**STOCK SIZES:** S-3XL Regular  
 L-3XL Tall

**COLORS:** 720 Fire Navy, 010 White, 696 Med Blue

1.30.18 RW

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## PRODUCT BID SPECIFICATION

**PRODUCT DESCRIPTION:** Professional S/S T

**STYLE NUMBER:** 71309

**FABRIC TYPE:** 100% Cotton Jersey



**FEATURES & BENEFITS:** This Professional Long-Sleeve T offers a good wicking performance and is wrinkle and fade resistant. It has a longer cut and is designed to give you great comfort. The inside of the shoulder seam is covered with a clear polyurethane tape to stabilize the movement of seam. It features sleeve pockets.  
UPF Rating: 50

**STITCHING & FINISHING:** The body hem has a ¼" 2 needle cover stitch. The shoulder, armhole and cuffs are stitched with 2 needle ¼" gauge straddle cover stitch. The Professional LS T is finished with Softal, a wrinkle resistant finish and EZCool for moisture wicking performance.

**CLOSURES:**

**LABELS:** The care, size, country of origin, content and logo information are applied in the form of a heat transfer material.

**STOCK SIZES:** XS-3XL

**COLORS:** Fire Navy

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**PRODUCT BID SPEC SPECIFICATION**

**PRODUCT DESCRIPTION:** Professional Long Sleeve T

**STYLE NUMBER:** 72318

**FABRIC TYPE:** 100% Cotton Jersey, 6 oz.



**FEATURES & BENEFITS:** Good wicking performance and is wrinkle and fade resistant. It has a longer cut and is designed to give you great comfort. The inside of the shoulder seam is covered with a clear polyurethane tape to stabilize the movement of seam. Features sleeve pockets.

UPF Rating: 50

**STITCHING & FINISHING:** The body hem has a ¼" 2 needle cover stitch. The shoulder, armhole and cuffs are stitched with 2 needle ¼" gauge straddle cover stitch. The Professional LS T is finished with Sofial, a wrinkle resistant finish and EZCool for moisture wicking performance.

**CLOSURES:** NA

**LABELS:** Heat Transfer/Size/ Label, Care Label, Content Label and Factory Label permanently attached to the garment.

**STOCK SIZES:** XS-3XL

**COLORS:** Fire Navy

3/29/16 TC

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**Specification Measurement Form**

**761MT "EXTRA LONG"**

Style:	<b>761MT</b>	Season:	<b>ANNUAL</b>	Description:	
		Date Issued:	<b>4/17/18</b>		

Garment Part	Sizes															+/-
	34	36	38	40	42	44	46	48	50	52	54	56	58	60		
Center Back Length	49.25	49.5	49.75	50	50.25	50.5	50.75	51	51.25	51.5	51.75	52	52.25	52.5		
Chest 1" Below	43	45	47	49	51	53	55	57	59	61	63	65	67	69		
Bottom Sweep	47	49	51	53	55	57	59	61	63	65	67	69	71	73		
Across Shoulder	17.5	18	18.5	19	19.5	20	20.5	21	21.5	22	22.5	23	23.5	24		
Across Back 7" from HPS																
Across Chest 7" from HPS	16	16.5	17	17.5	18	18.5	19	19.5	20	20.5	21	21.5	22	22.5		
Muscle 1" Below AH	16.625	17.25	17.875	18.5	19.125	19.75	20.375	21	21.625	22.25	22.875	23.5	24.125	24.75		
Cuff/Sleeve Opening	13.25	13.5	13.75	14	14.25	14.5	14.75	15	15.25	15.5	15.75	16	16.25	16.5		
Vent Length	20	20	20	20	20	20	20	20	20	20	20	20	20	20		
Sleeve Length from C.B.	36.5	36.875	37.25	37.625	38	38.375	38.75	39.125	39.5	39.875	40.25	40.625	41	41.375		
Front Length	50	50.25	50.5	50.75	51	51.25	51.5	51.75	52	52.25	52.5	52.75	53	53.25		
Collar Height C.B.	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75	2.75		
Collar Band Height C.B.	1.625	1.625	1.625	1.625	1.625	1.625	1.625	1.625	1.625	1.625	1.625	1.625	1.625	1.625		
Collar Point Length	3.625	3.625	3.625	3.625	3.625	3.625	3.625	3.625	3.625	3.625	3.625	3.625	3.625	3.625		
Pocket From HPS	21.5	21.812	22.125	22.437	22.75	23.063	23.375	23.688	24	24.314	24.625	24.938	25.25	25.563		
Inside Pocket from HPS																
Inside Pckt Length																
Belt Length	58	60	62	64	66	68	70	72	74	76	78	80	82	84		
Pocket Length	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25		
Pocket Width	1.875	1.875	1.875	1.875	1.875	1.875	1.875	1.875	1.875	1.875	1.875	1.875	1.875	1.875		
Zip Out C.B. Length																
Zip Out Sleeve from C.B.																

DES-09

Rev. 0

7/25/03

**Gear Bag:**

- 900 denier polyester construction
- Padded ergonomic shoulder strap
- 16"H x 30"W x 14"D
- Waterproof bottom
- Main compartment zips open on three sides for easy access
- Pockets on both sides (including helmet pocket)
- Leather-wrapped cargo handles on both sides
- Leather-wrapped carrying handles with snap connector
- Heavy-duty zippers and zipper pulls
- Imported

**Belt 1511T:**

- Plain thick leather design
- 10-11 oz leather, 1 ½” wide.
- Full grain leather.

**Badge:**

**DAP - Oval**

**Applied Panel Badge - Yes**

**Lettering Panels - 4**

**Construction - SHELL**

**Reverse Enamel - NO**

**Minimum Seal Size – 11/16”**

**Maximum Seal Size – 11/16”**

**Default Seal Size – 11/16”**

**Leather Cutout – The Strong Leather cut-out shape for this badge style is 093.**

**Law Catalog Page – 4**

**Fire Catalog Page – 8**

**Uniform Insignia:**

**Class A Uniform:**

- Fabric: 100% Polyester Stretch Textured Serge Weave | Weight: 7.0 oz./sq. yard
- Creaset® front and back permanent creases
- Permanent Nano Moisture Wicking technology
- Covert flex waistband provides 3” stretch while holding up duty belt
- Men’s “Essential Fit” pattern features tapered leg
- Machine washable
- SKUs: E314RN, E315RN, E320RN, E8911RN, E8903RN, E8905RN

**COAT SPECIFICATIONS:****STYLE:** F1 17B8696C 96 MEN'S USN SERVICE DRESS**MATERIAL:** BL8696 "RG SF 8718 A 96" RAEFORD 3990-3346 N.O. BLUE GABARDINE (55%POLYESTER 45%WOOL)**LAPEL:** PEAK**STRAIGHT FRONT:** YES**LINING:** LNPM60BLK BLACK POLY TWILL**CANVAS:** P17B8696CN INTERLINING PACKAGE ORDERED FROM COATS**SEAMS:** 3/8" UNLESS OTHERWISE NOTCHED IN PATTERN**EDGES:** BLIND, NO STITCHING**CLOSURE:****BUTTONS:** BUMT35LBRB 35 LIGNE GILT NAVY LUSTER BRIGHT REGULAR SHANK BUTTONS WITH BUBN18BACKBLK 18 LIGNE BLACK BACKING BUTTON. BUMT35LBBB 35 LIGNE GILT NAVY LUSTER BRIGHT BUTTONS WITH BOBKIN BACK. BUBN34BLK 34 LIGNE M4703 BLACK COLUMBIA BUTTON INSIDE ON LINING FOR ANCHOR.**QUANTITY:** 6 (3 TO BUTTON)**SEWED:** RIGHT SIDE**PLUGGED:** LEFT SIDE SUNK THROUGH STITCHED EYELETS.**POCKETS & FLAPS: EDGES:** BLIND, NO STITCHING**POCKETING:** PKSLSBLK BLACK SELESIA**BREAST:** 1 – 5" WIDE DUMMY WELT LEFT SIDE**LOWER:** 2 – 7" WELT**CASH:** 1 – INSIDE LOWER RIGHT POCKET, 3 3/4" WIDE AND 3" DEEP**BACKS: LINED: FULL:** LNPM60BLK BLACK POLY TWILL**SLEEVES:** PLAIN**LINING:** LNPM60BLK BLACK POLY TWILL**DESIGN:** SW7BLK 7" BLACK SLEEVE WIGAN. TURN UP SLEEVES AND LINING AT NOTCH AND BASTE.**COLLAR:****STYLE:** PEAK LAPEL**MATL.:** BL8696 RAEFORD 3990-3346 N.O. BLUE GABARDINE (55% POLYESTER 45%WOOL)**UCGT290BLACK BLACK UNDERCOLLAR CLOTH****LINING:****MATL.:** LNPM60BLK BLACK POLY TWILL**FULL:** YES**HANGER LABEL:** BLACK MITRED DRY CLEAN ONLY**ETTICET:** LBCC CARE/CONTENT LABEL.**PKTS: BREAST:** 1 PLAIN EACH SIDE 5 1/4" WIDE X 6 3/4" DEEP**CASH:** 1 4 1/4" WIDE X 4 1/2" DEEP POCKET, LOWER LEFT SIDE**• \* PLEATED OPENING IN LINING, AT FACING, LEFT SIDE FOR REMOVING BUTTONS \***

It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the shirt now on display as a sample. Elbeco TexTrop2 brand or pre-approved equal only. Shirt is cut on a form-fitting line, and the shape of the pockets and general style conform to this sample.

**Tailoring:** It is imperative that this garment is constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size to avoid puckering after the shirt has been laundered and give best durable press performance.

All sewing is with Dacron core thread to match shirt fabric. Collar is single-stitched ¼" from edge. Pockets and flaps are single-stitched on the edge.

**Fabric:** 100% texturized polyester plain-weave with mechanical stretch to insure permanent moisture control, superior breathability, soil resistance, easy care, wrinkle resistance, color matching and color retention. Weight is 5.5 oz. per square yard.  
 Nano moisture wicking technology is applied at the fiber level to capture and pull fluids and perspiration away from skin and spread it over fabric surface for quick evaporation to keep the wearer dry and comfortable.

**Colors:** White, gray, tan, blue, midnight navy, French blue and black.

**Collar:** Convertible collar is one piece, measures 3¼" long at points and 1⅝" wide at back and is constructed of two plies of basic material and one ply of D331 top fuse lining. Collar and inner yoke are lined with matching 65% Dacron polyester/35% cotton, weighing 4.2 oz. per square yard, 106 x 58. Collar lining is banana-shaped. Collar stays are of good quality vinyl that measure 2¾" long x ⅜" wide and are attached to the bottom collar.

**Sleeves:** To be straight and whole, have 1" hems and finish from shoulder seams as follows:

<u>Size</u>	<u>Finished Length</u>
14 and 14½	9½"
15, 15½, and 16	10"
16½ and above	10½"

Sleeves must be secured to the body of the shirt by a merrow stitch with a safety stitch to properly strengthen the stitch. The same stitch is used on the side closing seams.

**Flex Vent:** Flex Vent is made from 92% polyester/8% spandex mesh. Diamond-shaped mesh measuring 3¼" wide x 10¼" long is set into the sleeve and body panels at the underarm to allow body heat ventilation, increased mobility and comfort.

**Front:** Front has a facing 3" wide extending from neckline to the bottom of shirt provided by a turnunder of material. Left front has a lined box-pleat 1½" wide, finished, running full length of the shirt and is top-stitched ¼" from both edges. Center front contains seven vertical buttonholes placed ¾" from edge; first at the neck, second 2½" down and the balance 3½" apart.

**Dual Comm Access Openings:**

Access openings measuring 1½" are set in each side seam 1" below the bottom tip of the Flex Vent. Pouch-style openings are clean-finished, neatly-concealed and reinforced for durability. Openings are used to thread communication wires under the front of the shirt to keep them out of the way.

**Pockets:** Two double-entry chest pockets with mitered corners finish  $5\frac{5}{8}$ " wide x 6" long. Side entry forms a utility pocket closed with Velcro. Left pocket has a pencil compartment about  $1\frac{1}{4}$ " wide. Both pockets have  $1\frac{1}{4}$ " box-pleats stitched from top to bottom to prevent spreading.

**Flaps:** Two scalloped flaps that finish  $5\frac{3}{4}$ " long,  $2\frac{3}{4}$ " wide at center and  $2\frac{1}{2}$ " wide at sides are secured to front of shirt with two rows of stitching approximately  $\frac{1}{4}$ " above top of pocket. Left flap has a pencil opening about  $1\frac{1}{4}$ " wide. Flaps are interlined, and a matching button and buttonhole are sewn on each flap.

**Flap Closure:**

Side points of the flaps are secured to the pockets by Velcro fasteners sewn onto the flaps and pockets.

**Badge Tab:** Reinforced on inside of the shirt by a strip of material,  $1\frac{1}{2}$ " wide, stitched and folded so that no raw edges show. Reinforcement strip extends from the flap setting stitch to the joining seam at the front of the yoke. There are two small horizontal buttonholes  $1\frac{1}{4}$ " apart with the bottom hole  $1\frac{1}{2}$ " above top of left flap.

**Buttons:** All buttons, size 20 ligne, are made from high impact melamine and must match fabric.

**Shoulder Straps:**

Shoulder straps are pointed at the end toward the neck of the shirt. The other end is sewn in the sleeve head seam. Pointed ends are fastened with one matching button.

Straps measure 2" at sleeve and taper to  $1\frac{3}{8}$ " and are set about 2" from the collar. Shoulder straps are box-stitched to shoulders with a row of cross-stitching 2" from sleeve head seam.

**Back:** Yoke is composed of an outer piece of the same material as the basic shirt and an inner piece of poplin.

**Permanent Creases:**

Shirt has permanent military creases. Creases are stitched in shirt only, not through pockets and flaps. One crease in each front extends from hem to joining seam. Three vertical creases are in back; middle crease is on center back line and side creases are spaced equally from the center crease.

**Creasing:** Pockets and pocket flaps are die-creased to give uniform shape and size.

**Interlining:** Collar is D331. Flaps are EZ Crease. Top center is lined with non-woven polyester interlining.

**Labels:** There is a heat-seal label containing brand, size, content and country of origin in the yoke.

Care label with cut number is sewn in the inside sideseam. Descriptive product

hang tag is attached to front of shirt.

**Pressing and Packing:**

Shirts are carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts are bulk-packed and shipped in strong boxes so as not to be damaged in shipment.

**UPC Identification:**

A printed UPC bar code tag must be attached to every garment to be visible in the package. The UPC bar code must identify style, color and size information to be incorporated into an inventory management system. Appropriate support documentation must be available to assist Agency in encoding UPC information.

**Code of Conduct:**

All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions are made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, non-discrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

***Finished Dimensions:***

<b>Size:</b>	<b>14</b>	<b>14½</b>	<b>15</b>	<b>15½</b>	<b>16</b>	<b>16½</b>	<b>17</b>	<b>17½</b>	<b>18</b>	<b>18½</b>
Chest	39	41	43	45	47	49	51	53	55	57
Waist	35	37	39	41	43	45	47	50	53	55
Back Length	32⅛	32¼	32⅜	32⅝	32¾	33	33½	34½	34⅝	35½

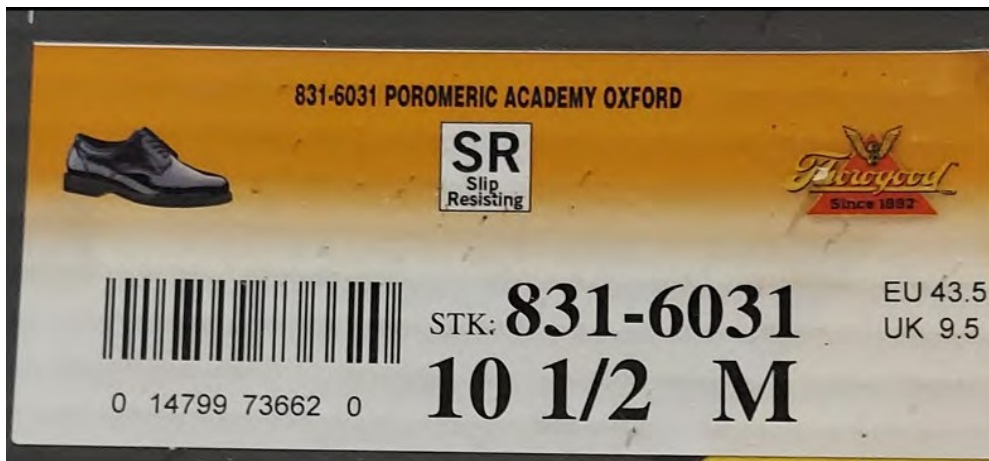
**Note:** Navy shirt is made to accommodate removable metal buttons throughout.

**Overcoat:**

**FEATURES**

- Imported
- Permanent lining 100% polyester
- Split raglan shoulder
- Single back vent
- Cut through pockets
- Treated with Dupont Teflon™ fabric protector for water & stain repellency
- Zipout liner Thinsulate™ quilted body 100g with sleeve warmer
- Front and back yokes
- Permanent epaulets

**Uniform Examples:**



61321 WOMEN COMPANY SS SHIRT

62399 WOMEN COMPANY LS SHIRT





64436 WM COMPANY CARGO  
PANT 2.0

71309 PROFESSIONAL SS T

72318 PROFESSIONAL LS T

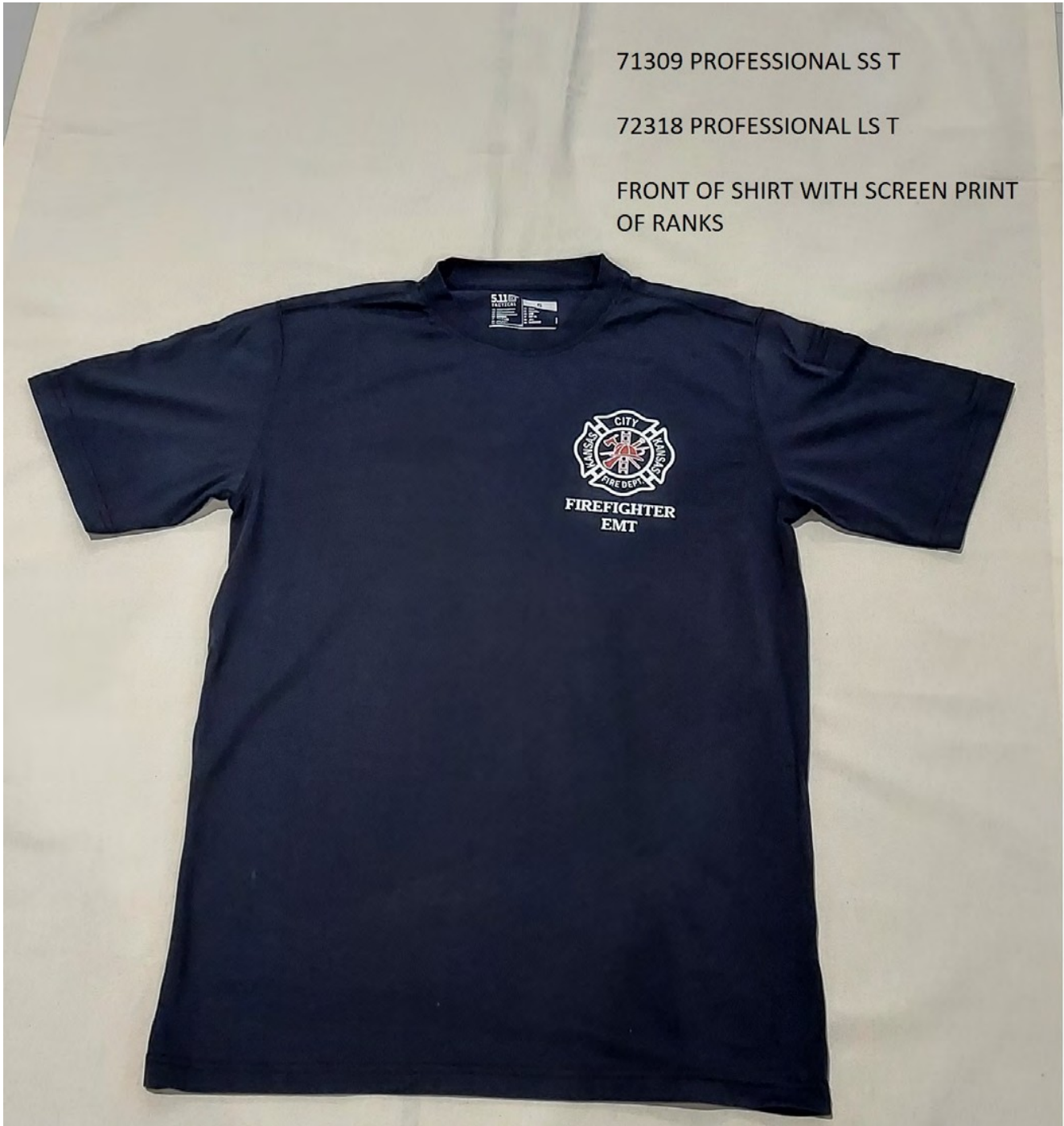
BACK OF T-SHIRT



71309 PROFESSIONAL SS T

72318 PROFESSIONAL LS T

FRONT OF SHIRT WITH SCREEN PRINT  
OF RANKS



71391 COMPANY SHIRT SS

72515 COMPANY SHIRT LS







CHIEF BLACK PANTS



STYLE • E320R

REGULAR RISE

100% POLYESTER

SIZE 40 -

29

LOT 203560

0613



610737444710



CHIEF, HONOR GUARD AND CLASS A LONG SLEEVE SHIRT

Pick Ticket

CLASS A JACKET INFORMATION

Expected Ship Date  
3/02/20

Order No: 15157144

Style: F1 17B8696C      Color: 98 / NO/MC BLUE  
MP# MP3391

WFL 00446      55% Polyester  
45% Wool

11/2019

Size: 54 REG

**FLYING CROSS**

7 20327 910

Customer	1001558637	Part
Line	Location	Item
13	31SHOWRM01	JAL182

VAS item - BADGE





FIREFIGHTER CLASS A JACKET  
FLYING CROSS: F1 17B8696C



RESPONDER PARKA COAT  
STYLE: 48063-724



GEAR BAG







OVERCOAT - ANCHOR UNIFORM  
STYLE: 761MT

1/4 ZIP JOB SHIRT



## **Article VII. Proposal Format**

**PROPOSALS WILL NOT BE CONSIDERED UNLESS AN OFFICER AUTHORIZED TO BIND THE OFFERING COMPANY SIGNS THE SIGNATURE PAGE.**

A respondent **must** submit a complete copy of its response in the following format One (1) original and eight (8) copies along with a flash drive in .PDF format included in the hard copy submittal prior to the closing date. If components of the response, such as spreadsheet, pictures, charts, or diagrams require the functionality of a non-word processing application, they must be submitted in Microsoft Excel or Microsoft PowerPoint format.

Any respondent that does not comply with these policies may be disqualified from the procurement.

ALL PROPOSALS MUST BE SEALED AND PLAINLY MARKED ON THE OUTSIDE OF EACH SEALED ENVELOPE:

### **Proposal – RFP 31869, Fire Department Uniforms**

**(8) Copies and One (1) original of your proposal and supplementary material should be submitted to:**

**Office of the Unified Clerk, Municipal Office Building  
701 North 7th Street, Suite 323  
Kansas City, Kansas 66101-3064**

ALL PROPOSALS MUST BE RECEIVED NO LATER THAN THE TIME LISTED IN THE RFP CALENDAR OF EVENTS. LATE PROPOSALS WILL NOT BE CONSIDERED.

*It is the respondent's responsibility to ensure **proposals** are received by the closing date and time. Delays in mail delivery or any other means of transmittal, including couriers or agents of the issuing entity shall not excuse **late** submissions. Respondents shall be responsible for actual delivery of the proposal to the appropriate department identified in document.*

### **Section 7.01 Proposal Format and Content**

The Unified Government discourages overly lengthy and costly proposals, however, in order for the Unified Government to evaluate proposals fairly and completely, offerors should follow the format set out herein and provide all of the information requested.

- Proposals must be submitted in a clear and orderly format
- Letter of Interest in providing the services requested in this proposal document. Include history, location(s) and facility hours.
- Statement of Qualifications in providing the services requested in this proposal. Include the abilities, qualifications, and experience of all persons who will be assigned to provide the required service.
- An index must be provided noting each section of the submitted proposal.

- Each section of the submitted proposal must be clearly tabbed for easy access and reference.
- The provided "Proposal Form" must be provided in the first section.
- Provide three (3) contacts similar in scope, size, or discipline to the required services performed or undertaken.
- Cost Proposal on Section 7.03.

**Section 7.02 Electronic Filing Requirements**

A respondent **may** submit a complete copy of its response on the Unified Government's e-procurement site which can be accessed at; <https://purchasing.wycokck.org/eProcurement>. The one (1) original and eight (8) copies, must be submitted to the Clerk's office as stated in Article VII.

If respondent that does not comply with these policies may be disqualified from the procurement.

**Section 7.03 Cost Proposal**

Offeror's cost proposals must include all direct and indirect costs associated with the performance of this contract including, but not limited to, total number of hours at various hourly rates, direct expenses, payroll, supplies, overhead assigned to each person working on the project, percentage of each person's time devoted to the project, and profit.

**Shirt Costs:**

- Cost per long sleeve shirt, regular \$ \_\_\_\_\_
- Cost per long sleeve shirt, oversized \$ \_\_\_\_\_
- Cost per short sleeve shirt, regular \$ \_\_\_\_\_
- Cost per short sleeve shirt, oversized \$ \_\_\_\_\_

**Shirt Delivery:** Shirts must be delivered no later than 45 days from receipt of order. Expected delivery time from receipt of order to delivery with the Unified Government is

\_\_\_\_\_ Days.

**Trouser Costs:**

- Cost per trouser, regular \$ \_\_\_\_\_
- Cost per trouser, oversized \$ \_\_\_\_\_

**Trouser Delivery:** Pants must be delivered no later than 45 days from receipt of order. Expected delivery time form receipt of order to delivery with the Unified Government is

\_\_\_\_\_ Days.

<b>12420 Company Boot 3.0</b>	\$ _____ each
<b>61321 Wm Company Shirt SS</b>	\$ _____ each
<b>62399 Wm Company Shirt LS</b>	\$ _____ each
<b>64436 Wm Company Cargo Pant 2.0</b>	\$ _____ each
<b>71309 Professional SS T</b>	\$ _____ each
<b>71391 Company Shirt SS</b>	\$ _____ each
<b>72314 Quarter Zip Job Shirt</b>	\$ _____ each
<b>72318 Professional LS T</b>	\$ _____ each
<b>72515 Company Shirt LS</b>	\$ _____ each
<b>74509 Company Cargo Pant 2.0</b>	\$ _____ each
<b>T-Shirt</b>	\$ _____ each
<b>Gear Bag:</b>	\$ _____ each
<b>Belt 1511T:</b>	\$ _____ each
<b>Badge:</b>	\$ _____ each
<b>Uniform Insignia:</b>	\$ _____ each
<b>Class A Uniform:</b>	
<b>Coat:</b>	\$ _____ each
<b>Trouser:</b>	\$ _____ each
<b>Shirt:</b>	\$ _____ each
<b>Overcoat:</b>	\$ _____ each

## ***Section 7.04 Introduction***

Proposals must include the complete name and address of their firm and the name, mailing address, and telephone number of the person the Unified Government should contact regarding the proposal.

Proposals must confirm that the firm will comply with all of the provisions in this RFP, and if applicable, provide notice that the firm qualifies as a Unified Government bidder. Proposals must be signed by a company officer empowered to bind the company. An offeror's failure to include these items in their proposals may cause their proposal to be determined to be non-responsive and the proposal may be rejected.

## ***Section 7.05 Understanding of the Project***

Offerors must provide a comprehensive narrative statement that illustrates their understanding of the requirements.

## ***Section 7.06 Management Plan for the Project***

Offerors must provide a comprehensive narrative statement that sets out the management plan they intend to follow and illustrates how their plan will serve to accomplish the work and meet the Unified Government's project schedule. This should include a complete schedule that outlines the key engagement initiatives, deliverables, and approval process in a proposed project schedule.

## ***Section 7.07 Experience and Qualifications***

Provide an organizational chart specific to the personnel assigned to accomplish the work called for in this RFP, illustrate the lines of authority, designate the individual responsible and accountable for the completion of each component and deliverable of the RFP.

Provide a concise description of the organizations work experience as it relates to the scope of work outlined herein. Said description should include, but not be limited to:

1. Experience:
  - a) Established experience record in providing comparable services.
  - b) Number of years the Offeror has been provides these types of services;
  - c) A minimum of five (5) references for whom the Offeror provided services comparable to those described in this RFP. For each reference, detail:
    - 1) Name of firm;
    - 2) Address of firm;
    - 3) Name, title, e-mail address, phone, and fax of a contact for the firm;
    - 4) Number of years Offeror has served the firm; and
    - 5) Brief summary of scope of services provided.
    - 6) Brief summary of measures of success of your operations.

## 2. Qualifications:

Offeror shall provide a description of the qualifications and skills of the organization and personnel who shall be responsible for performance of the services. Such description shall, at a minimum, include the following:

- a) A description of the Offeror's company history and current operating characteristics to include the number of years in business, philosophy, ownership, number of employees, organizational chart, annual sales, geographic coverage, etc.
- b) A description of the Offeror's financial stability and other resources that most adequately ensures the delivery of acceptable services to the Unified Government. Offeror shall indicate the type of organization they represent, i.e. individual, partnership or corporation.

Provide financial statements – i.e. audited annual financial reports for the previous three (3) years

- c) Provide a listing of the personnel that will be assigned to the project along with a summary of their qualifications and specific responsibilities for the project.
- d) Examples of measurable goals and objectives that can be incorporated in the agreement
- e) Worst problems encountered in a project and how it was overcome.

Provide a personnel roster that identifies each person who will work on the contract and provide the following information about each person listed:

1. Title,
2. Resume,
3. Location(s) where work will be performed, and
4. Itemize the total cost and the number of estimated hours for each individual named above.

Provide reference names and phone numbers and emails for similar projects your firm has completed.

## **Article VIII. Evaluation and Selection**

### **Section 8.01 Selection Criteria**

#### **(a) Understanding of the Request for Proposal - 10%**

Proposals will be evaluated against the questions set out below.

1. How well has the offeror demonstrated a thorough understanding of the purpose and scope of the Request for Proposal?
2. How well has the offeror demonstrated that it understands the deliverables the Unified Government expects it to provide?

#### **(b) Management Plan for the Request for Proposal - 35%**

Proposals will be evaluated against the questions set out below.

How well does the management plan support all of the requirements and logically lead to the deliverables required in the RFP?

1. To what extent does the offeror already have the materials, equipment, and licenses necessary to perform the contract?
2. Is the proposal submitted responsive to all materials, design and construction requirements in the RFP?
3. Does the proposal submitted meet or exceed NFPA and /or OSHA Standards for structural fire fighters clothing?

#### **(c) Experience and Qualifications - 30%**

Proposals will be evaluated against the questions set out below.

*Questions regarding the firm:*

1. How well has the vendor demonstrated experience in Fire Department Shirts & Trousers?
2. Has the vendor provided letters of reference from previous clients?
3. If a subcontractor will perform work on the contract, how well do they measure up to the evaluation used for the offeror?

#### **(d) Contract Cost - 25%**

Overall, a minimum of 25% of the total evaluation points will be assigned to cost. The cost amount used for evaluation may be affected by one or more of the preferences set out below.

**UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS  
PROPOSAL FORM**

**RFP 31869 Fire Department Uniforms**

**AUTHORIZED SIGNATURE**

By submission of this proposal, the undersigned certifies that:

1.0 it has not paid or agreed to pay any fee or commission, or any other thing of value contingent upon the award of this contract, to any Unified Government employee or official or to any current consultant to the Unified Government;

2.0 it has not paid or agreed to pay any fee or commission or any other thing of value contingent upon the award of this contract, to any broker or agent or any other person;

3.0 it has not violated, is not violating and will not violate the prohibition against gratuities and kickbacks set forth in Chapter 12 of the Unified Government's Procurement Code; and,

4.0 The prices contained in this proposal have been arrived at independently and without collusion, consultation, communication or agreement intended to restrict competition.

5.0 It has the full authority of the Offeror to execute the proposal and to execute any resulting contract awarded as the result of, or on the basis of, the proposal.

I hereby certify that the attached proposal has been prepared in compliance with the specifications and that the quotations are valid for a period of 120 days.

Authorized Representative: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

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

City, State, Zip: \_\_\_\_\_

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

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

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

**Article IX. Attachments (must be returned with proposal)**

**Attachment A – Supply Bond Form**

**Attachment B - Debarment Form**