



Company Name:

TARRANT COUNTY
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.
PURCHASING AGENT

CHRIS LAX, CPSM, CPSD, CPCP
ASSISTANT PURCHASING AGENT

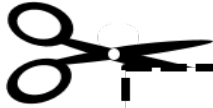
RFB NO. 2023-148

**REQUEST FOR BID
FOR
ANNUAL CONTRACT
FOR
WORK UNIFORMS**

**BIDS DUE MAY 25, 2023
2:00 P.M. CST**

RFB NO. 2023-148

Please cut out and affix to the outside of your response package



**TARRANT COUNTY
SEALED BID/PROPOSAL/RESPONSE**

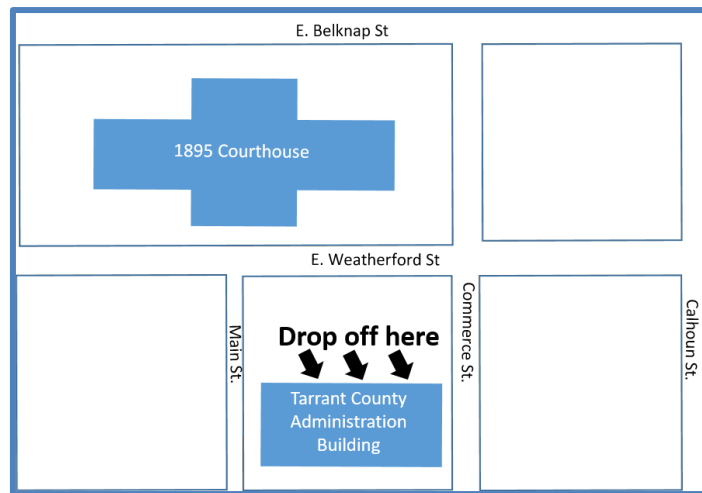
RFB No. 2023-148

ANNUAL CONTRACT FOR WORK UNIFORMS

Due Date: MAY 25, 2023, at 2:00 PM. CST

**Tarrant County Administration Building
ATTN: Purchasing Department
100 E. Weatherford St., Third Floor, Suite 303
Fort Worth, Texas 76196-0104**

Street View



Building View

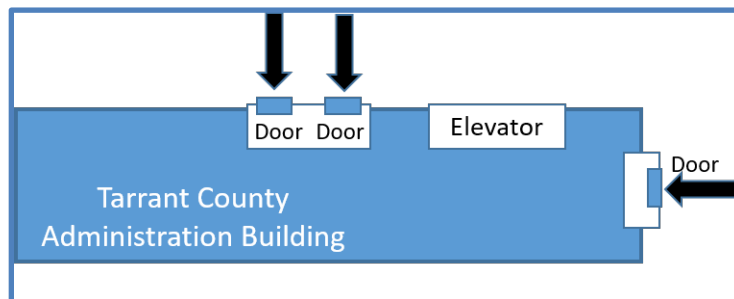


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This Table of Contents is intended as an aid to bidders and not as a comprehensive listing of the RFB package. Bidders are responsible for reading the entire RFB package and complying with all specifications.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRE-BID CONFERENCE

MONDAY, MAY 15, 2023, AT 3:00 P.M., CST

TARRANT COUNTY ADMINISTRATION
BUILDING
100 E. WEATHERFORD STREET,
SUITE 303
PURCHASING DEPARTMENT
CONFERENCE ROOM
FORT WORTH, TEXAS 76102

JOIN FROM YOUR COMPUTER,
TABLET OR SMARTPHONE.
**AFTER THE RSVP DEADLINE, A
GOTOMEETING INVITATION WILL BE
SENT TO PARTICIPANTS.** Get the app
OR now and be ready when your first
meeting starts:
<https://meet.goto.com/install>

*TARRANT COUNTY WILL NOT PROVIDE COPIES OF RFB DOCUMENTS. PLEASE DOWNLOAD
AND PRINT PRIOR TO MEETING*

RSVP: Vendors planning to attend the Pre-Bid Conference must RSVP to Niki Jones, Senior Buyer, via fax 817-884-2629 or, if unable to fax, email to: BidQuestions-RSVP@tarrantcountytx.gov by 5:00 p.m., CST, Friday, May 12, 2023. Confirmed receipt by Tarrant County of this email is required.

Questions from bidders will be addressed at the pre-bid conference. Any vendor who submits a bid without attending the scheduled pre-bid conference does so at his own risk. Such applicant who submits a bid and does not attend the scheduled pre-bid conference waives any right to assert claims due to undiscovered conditions.

ANNUAL CONTRACT FOR WORK UNIFORMS

Tarrant County is requesting bids for the **ANNUAL CONTRACT FOR WORK UNIFORMS, COUNTYWIDE**. All bids must be submitted on the attached Price Forms. Tarrant County will not enter into any contract where the cost is provisional upon such clauses as “escalator” or “cost-plus” clauses.

Original and One (1) Copy
OF
COMPLETED BID PROPOSALS
MUST BE RECEIVED IN THE
TARRANT COUNTY PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76196-0104
ON OR BEFORE MAY 25, 2023, AT 2:00 P.M. CST

All bids are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes. All bids must be clearly marked with the RFB Number, the name of the company submitting the bid, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. The original bid must be clearly marked “ORIGINAL” and contain all original signatures. “No-Bid” Response to be returned on the form included in the section under Forms.

Any bid received after the date and/or hour set for bid opening will not be accepted. The Bidder will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Bidder’s expense, or destroyed with written authorization of the Bidder. If bids are sent by mail to the Tarrant County Purchasing Department, the Bidder shall be responsible for actual delivery of the bid to the Tarrant County Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Bidder guaranteeing authenticity. After the official opening, bids become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendation of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners' Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this RFB. Tarrant County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted and to waive any technicalities for the best interest of Tarrant County.

No oral explanation or instructions will be given by Tarrant County officials or employees in regard to the meaning of the specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Requests from interested bidders for additional information or interpretation of the information included in the specifications should be directed in writing, via fax or via email, to:

ANNUAL CONTRACT FOR WORK UNIFORMS

NIKI JONES, SENIOR BUYER

FAX: 817-884-2629

EMAIL: BidQuestions-RSVP@tarrantcountytexas.gov

All documents relating to the RFB, including but not limited to, the RFB document, questions and responses, addenda and special notices will be posted under the RFB number on the Tarrant County website and available for download by Bidders and other interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. **It is the Bidder's sole responsibility to review this site and retrieve all related documents up to the RFB due date.**

The deadline for receipt of all questions is 12:00 p.m., CST, Tuesday, May 16, 2023. After this deadline, all questions and responses will be posted on the website and available for download by interested parties.

All questions **must** be submitted in writing and directed to Niki Jones, Senior Buyer, via fax at **817-884-2629** or, if unable to fax, emailed to:

BidQuestions-RSVP@tarrantcountytexas.gov

Faxed Questions: Faxed questions **must** reflect the RFB number **or** include the RFB cover page.

Emailed Questions: The email **must** include the RFB No. in its subject and confirmation of receipt by Tarrant County is **required**.

All bids shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of RFB. County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Bids which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Tarrant County Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196, or email to SAP-invoices@tarrantcountytexas.gov. In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the Vendor in terms of Specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The Vendor will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

The **contract may be terminated** by either party upon written thirty (30) day notice prior to cancellation.

Bids will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistencies of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

ANNUAL CONTRACT FOR WORK UNIFORMS

Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids containing any inconsistencies.
2. Unbalanced value of any items.

Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Bidders.
2. Reasonable grounds for believing that any Bidder is interested in more than one (1) Bid for the work contemplated.
3. Bidder being interested in any litigation against Tarrant County.
4. Bidder being in arrears on any existing contract or having defaulted on a previous contract.
5. Lack of competency as revealed, including but not limited to, by a financial statement, experience and equipment and questionnaires.
6. Uncompleted work, which in the judgment of Tarrant County, will prevent or hinder the prompt completion of additional work, if awarded.
7. Bidders shall not owe delinquent property tax in Tarrant County.
8. Limited competition.

It is the Bidders' sole responsibility to print and review all pages of the RFB document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of the entire bid.

CONFIDENTIALITY: Any material that is to be considered confidential must be clearly marked as such and shall be treated as confidential to the extent allowable under Section 552.136, Texas Government Code. Notice will be sent to you pursuant to Section 552.305 of the Texas Government Code should Tarrant County receive an open records request to inspect your bid. This notice will allow you to assert any objections to the release of confidential information in response to an open records request. It is your responsibility to assert any objections to the release of your bid in response to an open records request. Tarrant County cannot argue on your behalf that the information contained in your bid is exempt from public release. Trade secrets or confidential information **MUST** be placed in a separate envelope marked **"CONFIDENTIAL INFORMATION."** Note: **PRICING INFORMATION IS NOT CONSIDERED CONFIDENTIAL AND IF MARKED AS SUCH, WILL RESULT IN REJECTION OF YOUR BID.**

Due care and diligence have been used in the preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Bidder. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Bidder to determine the full extent of the exposures.

Vendor may not assign their rights and duties under an award without the written consent of the Tarrant County Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

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TO THE EXTENT PERMITTED BY LAW, VENDOR AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS, AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (I) VENDOR'S BREACH OF ANY OF THE TERMS OF PROVISIONS OF THIS AGREEMENT OR (II) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF VENDORS, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

VENDOR(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

VENDOR(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS, AND PAY ALL TAXES, AND MAINTAIN INSURANCE REQUIRED BY FEDERAL, STATE, AND LOCAL LAWS. THE SUCCESSFUL VENDOR ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. VENDOR ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY LOCAL, STATE OR FEDERAL GOVERNMENT AGENCIES.

ANNUAL CONTRACT FOR WORK UNIFORMS

Prices shall include all charges for freight, F.O.B. destination inside delivered to:

AS INDICATED ON INDIVIDUAL TARRANT COUNTY PURCHASE ORDER.

Hours of operation shall be between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Delivery date is important to Tarrant County and may be part of the bid and a factor in evaluation of each bid. Tarrant County considers delivery time to be that period elapsing from the time the individual order is placed until that order is received by Tarrant County at the specified delivery location. The delivery date indicates a guaranteed delivery to Tarrant County, Texas. Failure of the Vendor to meet guaranteed delivery dates or service performance could affect future Tarrant County orders.

Tarrant County reserves the right to demand bond or penalty to guarantee delivery by the date indicated. If the order is given and the Vendor fails to furnish the materials by the guaranteed date, Tarrant County reserves the right to cancel the order without liability on its part.

A **packing list** must accompany each shipment and must include but is not limited, to the following:

1. Tarrant County Purchase Order Number
2. Name and address of Vendor
3. Name and address of receiving department
4. Description of material shipped, including item numbers, quantity, etc.

ANNUAL CONTRACT FOR WORK UNIFORMS

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective from the date of award or notice to proceed as determined by the Tarrant County Purchasing Department. At Tarrant County's option and approval by the Vendor, the contract may be renewed for two (2) additional twelve (12) month period(s), as further explained in Renewal Options. **Prices must remain firm for the entire contract.**

2. **RENEWAL OPTIONS:** Tarrant County reserves the right to exercise an option to renew the contract of the Vendor for two (2) additional twelve (12) month period(s), provided such option is stipulated and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. Required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option or seek a new solicitation.

3. **SECONDARY/ALTERNATE AWARD:** Secondary or Alternate Vendors serve in a backup capacity only. In the event the Primary is unable to honor the terms and conditions of the contract, the Secondary Vendor(s) may be called. If the Secondary Vendor is unable to honor the terms and conditions of the contract the Alternate Vendor(s) may be called. The Primary Vendor is the first contact. Use of the Secondary or Alternate Vendor(s) must be approved, in writing, by the Tarrant County Purchasing Agent or his designee in compliance with Texas Local Government Code 262.027(g).
 - A. In the event the Secondary or Alternate Vendors are called upon, they will offer the materials and services at their awarded price(s), or better. Any attempt to increase their awarded price(s) may cause the removal of the Vendor from the contract. Calling upon the Secondary or Alternate Vendors does not necessarily affect the status of any awarded Vendor, including the Primary Vendor.
 - B. If a Secondary or Alternate Vendor represents themselves as the Primary Vendor without written authorization from the Tarrant County Purchasing Agent, or his designee, the Secondary or Alternate Vendor may be removed from the contract.
 - C. Would you, as the Vendor, be willing to accept a Secondary or Alternate Award based on the above?

_____Yes _____No

ANNUAL CONTRACT FOR WORK UNIFORMS

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

4. **COOPERATIVE PURCHASING:** Tarrant County has the lead role in developing and encouraging Cooperative Purchasing efforts among governmental entities that participate in its Cooperative Purchasing Program. Cooperative Purchasing can be a great benefit to Tarrant County vendors by providing an avenue to offer materials and services to participating entities. A current list of participating entities is included in this solicitation and an up-to-date list can be found on the Tarrant County website: https://www.tarrantcountytx.gov/content/dam/main/purchasing/Cooperative_Purchasing/ParticipatingEntities.pdf

A. Should other Governmental Entities decide to participate in this contract, would you, as the Vendor, agree that all terms, conditions, specifications, and pricing would apply? **A “NO” answer could result in complete rejection of the bid.**

_____ Yes _____ No

- 1) If you, the Bidder, checked Yes, the following will apply:
 - a) Governmental Entities utilizing Intergovernmental Contracts with Tarrant County will be eligible, but not obligated, to purchase materials and services under the contract(s) awarded because of the solicitation. All purchases by Governmental Entities other than Tarrant County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Tarrant County will not be responsible for another Governmental Entity’s debts. Each Governmental Entity will order their own material and services as needed.
 - b) Delivery to governmental entities located within Tarrant County will be at no charge or as otherwise provided for in the Award Document. Delivery charges, if any, for governmental entities located outside Tarrant County shall be negotiated between the Vendor and each governmental entity.
 - c) Tarrant County utilizes County Purchase Orders as its primary means of encumbering funds and pays for goods and services utilizing Vendor invoices. In the event Governmental Entities utilizing InterGovernmental Contracts use other payment methods, including but not limited to, purchasing cards, debit cards, check requests or other methods which cause the Vendor to incur service, processing, or other fees, these fees are the responsibility of that Governmental Entity, unless otherwise negotiated with the Vendor.
 - d) Vendor(s) awarded contract(s) resulting from bid will be responsible for providing to Tarrant County, at no additional charge, a complete list of all governmental entities currently utilizing the contract and their annual expenditures. This information should be provided ninety (90) days prior to the expiration of the contract, or as otherwise requested by Tarrant County.

ANNUAL CONTRACT FOR WORK UNIFORMS

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

5. MINIMUM INSURANCE REQUIREMENTS:

- A. Vendor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.
- 1) Workers' Compensation/Employer's Liability
 - a. Worker's Compensation — statutory
 - b. Employer's Liability — \$500,000
 - 2) Commercial General Liability:
 - a. Bodily Injury/Personal Injury/Property Damage —
\$1,000,000 per occurrence/\$2,000,000 aggregate
 - 3) Auto Liability:
 - a. Combined Single Limit (CSL) — \$500,000 per occurrence
- B. Tarrant County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.
- C. Required Provisions:
- 1) Proof of Carriage of Insurance – All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.
 - 2) All Certificates shall provide Tarrant County with an unconditional thirty (30) days written notice in case of cancellation or any major change.
 - 3) As to all applicable coverage, policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.
 - 4) All copies of the Certificates of Insurance shall reference the project name and solicitation number for which the insurance is being supplied.
 - 5) Vendor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.
 - 6) If applicable, the Vendor is responsible for making sure any subcontractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

ANNUAL CONTRACT FOR WORK UNIFORMS

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

6. CRIMINAL BACKGROUND CHECK:

- A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a fingerprint-based Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.
1. The Vendor must provide information, including, but not limited to, employee name, date of birth, a clear copy of employee's driver's license, and a copy of employee's social security card for each individual required to pass a Criminal Background Check.
 2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.
 3. Failure of the Vendor to supply personnel who pass a Criminal Background Check could affect the award of the contract or could result in the termination of the contract.
 4. The Criminal Background Check applies to the individual and not the Company.
 5. Passing status must be maintained by Vendor personnel for duration of the contract.

7. INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:

- A. The following is only applicable when Vendor is providing Information Technology hosted or cloud solution:
1. **Confidentiality, Integrity, Availability (CIA)**
Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.
 2. **Breach Notification**
Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspect unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.
 3. **Data**
All Tarrant County data will remain in the 48 contiguous United States at all times.

ANNUAL CONTRACT FOR WORK UNIFORMS

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

4. **Right to Audit**

Tarrant County reserves the right to audit vendor data centers which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

ANNUAL CONTRACT FOR WORK UNIFORMS

Evaluation Criteria will include, but is not limited to the following:

1. Unit Price
2. Delivery
3. Bidder's past performance record with Tarrant County
4. Tarrant County's evaluation of Bidder's ability to perform
5. Tarrant County's experience with products bid
6. Special needs and requirements of Tarrant County
7. Results of testing samples (if needed)

Quantities indicated on the Price Forms are estimates based upon the best available information. Tarrant County reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

Any **catalog, brand name or manufacturer's reference** used is considered to be descriptive - - not restrictive -- and is indicative of the type and quality Tarrant County desires to purchase. Bids on similar items of like quality may be considered if the bid is noted and fully descriptive brochures are enclosed. If notation of substitution is not made, it is assumed the Vendor is bidding item specified. The Vendor will not be allowed to make unauthorized substitutions after award.

ANNUAL CONTRACT FOR WORK UNIFORMS

TECHNICAL SPECIFICATIONS

1. Background: Tarrant County is soliciting bids for the Annual Contract for the purchase of Work Uniforms for all Tarrant County departments. Tarrant County purchased over 5,000 garments and requested over 3,500 garment customization services (embroidery/silk-screening) during Fiscal Year 2019.
2. Tarrant County is requesting unit pricing for garments that are purchased regularly in addition to discounts off catalog pricing for items not specifically listed on the provided pricing forms. Unit prices submitted for items listed on the pricing forms are to remain firm during the entire contract period. Discounts off catalog submitted are to remain firm during the entire contract period.
3. It is Tarrant County's intent to award all items to a primary, a secondary, and an alternate vendor based on total overall bid for all items.
4. Orders are placed on an as-needed basis and there are no guarantees of any quantities. Estimates of quantities ordered over the past twelve (12) months are provided as a guideline for the types and quantities of purchases made in the past.
5. Bidders must bid all listed items to be considered responsive.
6. Tarrant County is comprised of several departments which vary in size. A Constable's Office may have as few as ten (10) employees while the Sheriff's Office may have over one-thousand (1,000). The awarded vendor must be able to fill orders that range in size from as large as one-hundred (100) garments to as small as a one (1) garment. Uniform orders are placed on an as-needed basis.
7. Garment colors will be determined at time of purchase. Bidders are to price listed items for standard colors available from the garment manufacturer.
8. Bidders are to price listed long sleeve items for standard sleeve lengths (i.e., 33 inches to 36 inches).
9. Bidders are to include all delivery/freight/travel costs in unit pricing. Deliveries will be made to multiple locations throughout Tarrant County.
10. Awarded vendor must obtain artwork approval, in writing, from an authorized representative from the ordering Tarrant County department before garment production begins.
11. Artwork may not be available from Tarrant County for all requested uniform customizations. Awarded vendors may be required to create artwork for requested uniform customizations (such as departmental logos). There were as many as twelve (12) custom departmental logos requested during the previous contract period of four (4) years.
12. Text garment customizations will be requested of the awarded vendor. These include adding the name of a department or individual to a garment (either embroidered or silk-screened). Costs for digitization/artwork/set-up of all text customizations are to be

ANNUAL CONTRACT FOR WORK UNIFORMS

TECHNICAL SPECIFICATIONS

included in the unit pricing submitted on provided pricing forms. This includes the cost of incorporating text with a logo or seal that is being added to a garment (i.e., the curving of text to match the rounded shape of a logo or seal).

13. Some bidders may have additional garment brands available for purchase that are not listed specifically on the pricing forms. Bidders may submit a list of these brands with the discounts for each brand on the pages provided.
14. Some bidders may have additional garment customization services available for purchase that are not listed specifically on the pricing forms. Bidders may submit a list of these services with the price for each service on the pages provided.
15. Tarrant County reserves the right to request pricing from additional sources for large garment purchases as determined by Tarrant County.
16. Tarrant County reserves the right to request pricing from additional sources for garments not listed on the provided pricing pages of this bid.
17. Tarrant County reserves the right to add/delete garments and uniform customization services as determined by Tarrant County.
18. Whenever a quote is requested by Tarrant County for garments not listed on the pricing pages, the awarded vendor must show the list price for the garment, the contracted discount percentage, and the net cost for the garment, all in writing, on the vendor provided quote.
19. Whenever an order is placed by Tarrant County for garment not listed on the pricing pages, the awarded vendor must show the list price for the garment, the contracted discount percentage, and the net cost for the garment, all in writing, on the vendor provided invoice for payment.
20. Returns/Exchanges:
 - a. There shall be no restocking fee to Tarrant County for return or exchange of any item purchased under the terms of this contract. If Tarrant County wishes to return or exchange items purchased under this contract, the awarded vendor(s) shall permit exchange of items at no charge. If there is a difference in price of the items exchanged, the awarded vendor(s) shall invoice Tarrant County for the difference or provide Tarrant County with credit. On items returned, awarded vendor(s) shall issue a credit to Tarrant County.
 - b. All items returned by Tarrant County shall be unused and in the same merchantable condition as when received.
 - c. Tarrant County will not request a return for custom garments that have had customized work completed on them provided that the awarded vendor produced the garment to match specifications listed, in writing, on a Tarrant County issued Purchase Order.
 - d. This return and exchange option shall extend for thirty (30) days following the expiration of the contract period.



TARRANT COUNTY

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in the County's procurement processes. The County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in the County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. The County affirms the good faith efforts of firms who recognize and practice similar business standards.

II. DEFINITIONS

Historically underutilized businesses (HUBs), also known as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods and/or services regardless of the commodity category.

Statutory bid limit refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than \$50,000.

III. POLICY GUIDELINES

- A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with the County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of the county.
- B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. The County does recognize other agencies' certifications. Tarrant County reserves the right to review the certification status of any vendor applying to do business with the County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.
- C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.
 1. Target goals should consider:
 - the availability of HUB firms within the specific category of goods or services to be procured; and
 - the diversity of the county's population.
 2. The goals should be reviewed and amended periodically.
 3. The program may apply to all County procurements including construction and professional services.
 4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.
 5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

- D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:
1. Continuing to increase and monitor a database of certified HUB vendors, professionals and contractors. The database will be expanded to include products, areas of expertise and capabilities of each HUB firm.
 2. Continuing to seek new communication links with HUB vendors, professionals and contractors to involve them in the procurement process.
 3. Continuing to advertise bids on the County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.
 4. Continuing to provide bid notifications to minority Chambers of Commerce.
- E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:
1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.
 2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one business to perform the work.
 3. Specification of reasonable, realistic delivery schedules consistent with the County's actual requirements.
 4. Specifications, terms and conditions reflecting the County's actual requirements are clearly stated, and do not impose unreasonable or unnecessary contract requirements.
- F. A HUB Policy statement shall be included in all specifications. The County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with the County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.
- G. The Tarrant County Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.

- H. Nothing in this policy shall be construed to require the County to award a contract other than to the lowest responsive bidder meeting specifications as required by law. This policy is narrowly tailored in accordance with applicable law.

IV. ADMINISTRATIVE GUIDELINES

- A. The Tarrant County Purchasing Department shall serve as the County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as the County HUB Officer.
 - 1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. The County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.
 - 2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.
 - 3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout the county and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.
 - 4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.
 - 5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased, percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

510 Historically Underutilized Businesses Policy

Adopted: Court Order 64788 (December 17, 1990)
Amended: Court Order 69958 (December 7, 1993)
Amended: Court Order 99651 (December 28, 2006)
Amended: Court Order 127875 (June 19, 2018)

ANNUAL CONTRACT FOR WORK UNIFORMS

FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's bid process. The Purchasing Department will provide additional clarification of specifications, assistance with Price Forms, and further explanation of bidding procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, Texas 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, Texas 76011
(817) 640-0606

IF YOUR COMPANY IS CERTIFIED, ATTACH A COPY OF THE CERTIFICATION TO THIS FORM AND RETURN WITH BID.

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO. _____ FAX NO. _____

Indicate all that apply:

- _____ Minority-Owned Business Enterprise
- _____ Women-Owned Business Enterprise
- _____ Disadvantaged Business Enterprise

NOTE: WITHOUT A VALID CERTIFICATION ON FILE, YOU WILL NOT BE EVALUATED AS A HUB/DBE.

IF THIS DOES NOT APPLY TO YOUR COMPANY, PLEASE CHECK THIS BOX AND RETURN THIS FORM WITH YOUR RESPONSE.

ANNUAL CONTRACT FOR WORK UNIFORMS

REFERENCES

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes, but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Vendor’s ability to provide the intended goods or service of the bid. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service Vendor’s company provides and that the Bidder has completed a project of similar size and scope of work in this response. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your bid.

Failure to supply the required references will deem the bid as non-responsive and will not be considered for award.

Bidder involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

REFERENCE ONE

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCE TWO

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR WORK UNIFORMS

REFERENCES

REFERENCE THREE

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Bidder, agrees this bid becomes the property of Tarrant County after the official opening.

The undersigned affirms that the Bidder has familiarized himself with the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling and storage of equipment and all other matters that may be incidental to the work, before submitting a bid.

The undersigned agrees, on behalf of Bidder, that if the bid is accepted, Bidder will furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the specifications. The period for acceptance of this bid will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other Bidder or to any employee of Tarrant County prior to the official opening of this RFB.

Vendor hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire bid.***

Signature _____ **X**

Authorized Representative

Legal Name of Company

Date

Street Address

Printed Name of Authorized Representative

City, State and Zip

Title of Authorized Representative

Telephone Number

Fax Number

E-Mail Address

AFTER HOURS EMERGENCY CONTACT:

Name: _____

Tel. No. _____

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!



Did you sign and submit all
required forms?
If not, your Bid will be
rejected!

ANNUAL CONTRACT FOR WORK UNIFORMS

COMPANY IS:

Business included in a Corporate Income Tax Return? _____ YES _____ NO

_____ Corporation organized & existing under the laws of the State of _____

_____ Partnership consisting of _____

_____ Individual trading as _____

_____ Principal offices are in the city of _____

Unique Entity Identifier (UEI) Number: _____

CAGE Code: _____

COMPLIANCE WITH FEDERAL AND STATE LAWS

CERTIFICATION OF ELIGIBILITY

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY KNOWN FOREIGN TERRORIST ORGANIZATIONS.

Bidder verifies that they do not boycott Israel and will not boycott Israel in accordance with Texas Government Code Section 2270.001(2) during the term of this contract. Bidder further verifies pursuant to Texas Local Government Code Section 2252.152 that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189.

DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

VENDOR IS EXEMPT FROM CERTIFICATION REGARDING ENERGY COMPANIES AND FIREARM ENTITIES OR FIREARM TRADE ASSOCIATIONS:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of \$100,000.00 or more that is to be paid wholly or partly paid from public funds of the governmental entity.

If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature S. B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S. B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

COMPLIANCE WITH FEDERAL AND STATE LAWS

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Governmental Code (added by 87th Legislature, S. B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. “Discriminate against a firearm entity or firearm trade association” is defined in Section 2274.001(3) (added by 87th Legislature, S. B. 19) and means, with respect to the entity or association, to (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company’s refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity’s or association’s status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

_____ Vendor is EXEMPT from Certification as set out above.

_____ Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that it does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

Signature _____ X

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR WORK UNIFORMS

AFFIRMATIONS/FORMS/DOCUMENTS

✓ Check Indicates Completion	
	1. References. Bidder has provided references, other than Tarrant County. References must be able to verify the quality of service the company provides and that the company has completed a project of similar size and scope of work in this RFB.
	2. Signatures. All forms requiring a signature must be signed. Bids not signed will be rejected.
	3. Price Forms. All sections of Price Forms have been completed.
	4. Bidder has acknowledged Secondary/Alternate Award and Cooperative Purchasing opportunities in the Special Terms and Conditions on pages 7 and 8.
	5. Insurance Certificates (If required). Bidders must submit all Insurance Certificates prior to commencement of work. If no insurance requirements specified, mark N/A.
	6. Addenda. When applicable, Bidder acknowledges receipt of all Addenda and any revised Forms. Bidder must sign and submit any required signature forms.
	7. It is the Bidders' sole responsibility to print and review all pages of the RFB document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire bid.
	8. Bidder has read, understands, and agrees to Tarrant County's Criminal Background Check requirements.
	9. Accuracy for all mathematical and numerical entries is the sole responsibility of the Bidder. Tarrant County will not be responsible for errors made by the Bidder.
	10. Bidder's company is registered on TVORS (Tarrant Vendor On-Line Registration System).
	11. Bidder has sealed and marked the envelope with the Company Name, RFB Number, RFB Title, and due date.

THE ORIGINAL AND ONE (1) COPY OF THIS FORM SHOULD BE RETURNED WITH BID!

NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- Could not meet specifications.
- Items or materials requested not manufactured by us or not available to our company.
- Insurance requirements too restricting.
- Bond requirements too restricting.
- The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- The project not suited to our organization.
- Quantities too small.
- Insufficient time allowed for preparation of bid/proposal.
- Other (please specify).

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to:

Tarrant County Purchasing Department
100 E. Weatherford, Suite 303
Fort Worth, TX 76196-0104

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 1: DICKIES BRANDED GARMENTS

A	Dickies, #1993, Relaxed Fit Carpenter Denim Jeans, Waist Sizes 28 through 42	\$ _____	X 117	= \$ _____
B	Dickies, #1994, Relaxed Straight Fit Carpenter Denim Jeans, Waist Sizes 28 through 42	\$ _____	X 38	= \$ _____
C	Dickies, #43214, Loose Fit Cargo Shorts, Waist Sizes 28 through 42	\$ _____	X 10	= \$ _____
D	Dickies, #85283, Loose Fit Double Knee Work Pants, Waist Sizes 28 through 42	\$ _____	X 39	= \$ _____
E	Dickies, #874, Original 874 Work Pants, Waist Sizes 28 through 42	\$ _____	X 43	= \$ _____
F	Dickies, #LD200, Industrial Workhorse Denim Jeans, Waist Sizes 28 through 42	\$ _____	X 13	= \$ _____
G	Dickies, #LS516, Short Sleeve Ventilated Performance Shirt, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
SECTION 1: DICKIES BRANDED GARMENTS (continued)				
H	Dickies, TJ350, Duck Sherpa Lined Hooded Jacket, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
I	Dickies, #XD730, Regular Fit Straight Leg 5-Pocket Denim Jeans, Waist Sizes 28 through 42	\$ _____	X 28	= \$ _____
Section 1 Subtotal:				\$ _____
Discount Off Catalog for Unlisted Dickies Garments		_____ %		
SECTION 2: LANDAU BRANDED GARMENTS				
A	Landau, #7502, Unisex Scrub V-Neck Top, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
B	Landau, #7602, Unisex Reversible Drawstring Pant, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.				
UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.				

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
SECTION 2: LANDAU BRANDED GARMENTS (continued)				
C	Landau, #83221, Women's Cargo Pant, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
D	Landau, #8555, Men's Cargo Pant, Sizes S, M, L, & XL	\$ _____	X 44	= \$ _____
Section 2 Subtotal:				\$ _____
Discount Off Catalog for Unlisted Landau Garments		_____ %		
SECTION 3: RICHARDSON BRANDED GARMENTS				
A	Richardson, #112, Trucker Hat, One Size Fits All	\$ _____	X 78	= \$ _____
Section 3 Subtotal:				\$ _____
Discount Off Catalog for Unlisted Richardson Garments		_____ %		
BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.				
UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.				

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 4: SANMAR BRANDED GARMENTS

A	Carhartt, #CTK122, Midweight Hooded Zip-Front Sweatshirt, Sizes S, M, L, & XL	\$ _____	X 27	= \$ _____
B	Carhartt, #CTSJ140, Quilted-Flannel-Lined Duck Active Jacket, Sizes S, M, L, & XL	\$ _____	X 13	= \$ _____
C	Gildan, #2200, Ultra Cotton Tank Top, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
D	Gildan, #2300, Ultra Cotton 100% Cotton T-Shirt with Pocket, Sizes S, M, L, & XL	\$ _____	X 123	= \$ _____
E	Gildan, #2300, Ultra Cotton 100% Cotton T-Shirt with Pocket, Size 2XL	\$ _____	X 10	= \$ _____
F	Hanes, #4200, X-Temp Crewneck Short-Sleeve T-Shirt, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
G	Hanes, #5190, Beefy-T Adult Pocket T-Shirt, Sizes S, M, L, & XL	\$ _____	X 17	= \$ _____
H	Hanes, #5190, Beefy-T Adult Pocket T-Shirt, Size 2XL	\$ _____	X 10	= \$ _____

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
SECTION 4: SANMAR BRANDED GARMENTS (continued)				
I	Hanes, #5250, 100% Cotton T-Shirt, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
J	Jerzees, #29LS, Cotton/Poly Long Sleeve T-Shirt, Sizes S, M, L, & XL	\$ _____	X 120	= \$ _____
K	Jerzees, #29MR, Active 50/50 Cotton/Poly T-Shirt, Sizes S, M, L, & XL	\$ _____	X 113	= \$ _____
L	Jerzees, #29MP, Active 50/50 Cotton/Poly Pocket T-Shirt, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
M	Jerzees, #29MP, Active 50/50 Cotton/Poly Pocket T-Shirt, Size 2XL	\$ _____	X 10	= \$ _____
N	Jerzees, #436MP, Jersey Knit Sport Shirt with Pocket, Sizes S, M, L, & XL	\$ _____	X 28	= \$ _____
O	Port & Company, #PC61P, Essential Pocket Tee, Sizes S, M, L, & XL	\$ _____	X 186	= \$ _____
BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.				
UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.				

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
SECTION 4: SANMAR BRANDED GARMENTS (continued)				
P	Port & Company, #PC61PT, Tall Essential Pocket Tee, Size 2XL	\$ _____	X 180	= \$ _____
Q	Port & Company, #PC61PT, Tall Essential Pocket Tee, Size 3XL	\$ _____	X 10	= \$ _____
R	Port & Company, #PC61PT, Tall Essential Pocket Tee, Size 4XL	\$ _____	X 10	= \$ _____
S	Port Authority, #C112, Snapback Trucker Cap, One Size Fits All	\$ _____	X 118	= \$ _____
T	Port Authority, #C911, Adjustable Mesh Back Cap, One Size Fits All	\$ _____	X 12	= \$ _____
U	Port Authority, #K500P, Silk Touch Polo with Pocket, Sizes S, M, L, & XL	\$ _____	X 28	= \$ _____
V	Port Authority, #K525, Dry Zone Ottoman Polo, Sizes S, M, L, & XL	\$ _____	X 498	= \$ _____
BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.				
UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.				

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 4: SANMAR BRANDED GARMENTS (continued)

W	Port Authority, #K567, 5-in-1 Performance Pique Polo, Sizes S, M, L, & XL	\$ _____	X 22	= \$ _____
X	Port Authority, #L525, Ladies Dry Zone Ottoman Polo, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
Y	Port Authority, #S608, Long Sleeve Easy Care Shirt, Sizes S, M, L, & XL	\$ _____	X 30	= \$ _____
Z	Red Kap, #PT88, Industrial Cargo Pant, Waist Sizes 28 through 42	\$ _____	X 18	= \$ _____
AA	Red Kap, #SP14-SOLID, Long Sleeve Industrial Work Shirt, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
BB	Red Kap, #SP24-SOLID, Short Sleeve Industrial Work Shirt, Sizes S, M, L, & XL	\$ _____	X 42	= \$ _____
CC	Sport-Tek, #JST72, V-Neck Raglan Wind Shirt, Sizes S, M, L, & XL	\$ _____	X 30	= \$ _____
DD	Sport-Tek, #JST72, V-Neck Raglan Wind Shirt, Size 2XL	\$ _____	X 10	= \$ _____

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 4: SANMAR BRANDED GARMENTS (continued)

EE	Sport-Tek, #LST650, Ladies Micropique Sport-Wick Polo, Sizes S, M, L, & XL	\$ _____	X 71	= \$ _____
FF	Sport-Tek, #ST650, Micropique Sport-Wick Polo, Sizes S, M, L, & XL	\$ _____	X 114	= \$ _____
GG	Sport-Tek, #T474, Dri-Mesh Pro Polo, Sizes S, M, L, & XL	\$ _____	X 117	= \$ _____
HH	CornerStone, #CSJ501, Waterproof Jacket, Safety Yellow, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____
II	CornerStone, #CSJ501, Waterproof Jacket, Safety Yellow, Sizes 2XL & 3XL	\$ _____	X 10	= \$ _____
JJ	CornerStone, #CSJ503, Soft Shell Jacket, Safety Yellow, Sizes S, M, L, & XL	\$ _____	X 10	= \$ _____

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

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ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 4: SANMAR BRANDED GARMENTS (continued)

KK CornerStone, #CSJ503, Soft Shell Jacket, Safety Yellow, Sizes 2XL & 3XL \$ _____ X 10 = \$ _____

Section 4 Subtotal: \$ _____

Discount Off Catalog for Unlisted SanMar Garments* _____ %

**Includes all product lines offered by SanMar including, but not limited to, Cornerstone, District, Eddie Bauer, Nike, New Era, & Ogio in addition to product lines referenced in this section.*

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

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ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 5: WRANGLER BRANDED GARMENTS

A	Wrangler, #00096, Flat Front Relaxed Fit Pants, Waist Sizes 28 through 42	\$ _____	X 41	= \$ _____
B	Wrangler, #13MWZ, Cowboy Cut Original Fit Jean, Waist Sizes 28 through 42	\$ _____	X 86	= \$ _____
C	Wrangler, #13MWZ, Cowboy Cut Original Fit Jean, Waist Sizes 44 through 54	\$ _____	X 10	= \$ _____
D	Wrangler, #22MWX, 20X No. 22 Original Jean, Waist Sizes 28 through 42	\$ _____	X 29	= \$ _____
E	Wrangler, #31MWZ, Cowboy Cut Relaxed Fit Jean, Waist Sizes 28 through 42	\$ _____	X 118	= \$ _____
F	Wrangler, #35001, Rugged Wear Relaxed Fit Jean, Waist Sizes 28 through 42	\$ _____	X 65	= \$ _____
G	Wrangler, #35001, Rugged Wear Relaxed Fit Jean, Waist Sizes 44 through 54	\$ _____	X 10	= \$ _____

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 5: WRANGLER BRANDED GARMENTS (continued)

H	Wrangler, #47MWZ, Premium Performance Regular, Waist Sizes 28 through 42	\$ _____ X	37	= \$ _____
I	Wrangler, #70127, Rigid Denim Long Sleeve Shirt, Neck Sizes 15 through 18	\$ _____ X	83	= \$ _____
J	Wrangler, #70127, Rigid Denim Long Sleeve Shirt, Neck Sizes 18.5 through 20	\$ _____ X	10	= \$ _____
K	Wrangler, #70136, Chambray Long Sleeve Shirt, Neck Sizes 15 through 18	\$ _____ X	49	= \$ _____
L	Wrangler, #70136, Chambray Long Sleeve Shirt, Neck Sizes 18.5 through 20	\$ _____ X	10	= \$ _____
M	Wrangler, #936DEN, Cowboy Cut Rigid Slim Fit Jean, Waist Sizes 28 through 42	\$ _____ X	15	= \$ _____

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

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ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
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SECTION 5: WRANGLER BRANDED GARMENTS (continued)

Section 6 Subtotal: \$ _____

Discount Off Catalog for Unlisted Wrangler Garments _____ %

SECTION 6: GARMENT CUSTOMIZATION SERVICES

A	Embroidery of Text, One Color, Single Line, Max 20 Characters, Max 0.5 Inches Tall*	\$ _____ X 256 = \$ _____
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**Include all Digitization/Artwork/Set-up Fees for Text Customization in Unit Pricing*

B	Embroidery of Department Logo, One Color, Max 3 Inches in Diameter	\$ _____ X 309 = \$ _____
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C	Embroidery of Tarrant County Seal, One Color, Max 3 Inches in Diameter	\$ _____ X 892 = \$ _____
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BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

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ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

ITEM NO.	DESCRIPTION	UNIT PRICE EACH	EST. QTY.	EXTENDED PRICE
SECTION 6: GARMENT CUSTOMIZATION SERVICES (continued)				
D	Silk Screening of Text, One Color, Single Line, Max 20 Characters, Max 0.5 Inches Tall* <i>*Include all Digitization/Artwork/Set-up Fees for Text Customization in Unit Pricing</i>	\$ _____	X 162	= \$ _____
E	Silk Screening of Department Logo, One Color, Max 3 Inches in Diameter	\$ _____	X 50	= \$ _____
F	Silk Screening of Tarrant County Seal, One Color, Max 3 Inches in Diameter	\$ _____	X 642	= \$ _____
G	Department Logo Digitization/Artwork Fee	\$ _____	X 10	= \$ _____
H	Sew-On Patch (Provided by Tarrant County) Service, Patch Size Max 5 Inches in Diameter	\$ _____	X 20	= \$ _____
Section 7 Subtotal:				\$ _____
Bid Total (All Sections):				\$ _____
BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.				
UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
CATALOG DISCOUNTS ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.				
ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.				

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

DISCOUNTS OFF CATALOG FOR BRANDS NOT LISTED

BRAND

**DISCOUNT OFF
CATALOG**

_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

UNIT PRICING FOR LISTED GARMETS/SERVICES ARE TO REMAIN FIRM DURING ENTIRE CONTRACT PERIOD.

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ALL DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.

ANNUAL CONTRACT FOR WORK UNIFORMS

PRICE FORM

FEEES FOR GARMENT CUSTOMIZATION SERVICES NOT LISTED

CUSTOMIZATION SERVICE

PRICE

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

BIDDERS MUST BID ALL LISTED ITEMS AND SERVICES.

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