DATE: JULY 8, 2013

REQUEST FOR SEALED BID PROPOSAL

CITY OF SAGINAW- PURCHASING OFFICE
RM #105, CITY HALL
1315 S. WASHINGTON AVENUE
SAGINAW, MICHIGAN 48601
(989) 759-1483

BIDS DUE: JULY 23, 2013 @ 3:00 PM

MARK ENVELOPE SEALED BID: #1133-13

BIDS MUST BE RECEIVED IN THE PURCHASING OFFICE PRIOR TO 3:00 P.M. ON THE BID OPENING DATE. **PLEASE NOTE: THE PURCHASING OFFICE NOW CLOSES AT 4:00 P.M. DAILY. AS SUCH, BIDS HAND-DELIVERED PRIOR TO THE ABOVE MENTIONED DEADLINE MUST BE RECEIVED BEFORE THE OFFICE CLOSES.** The bidder hereby offers to furnish the goods and/or services described and for the prices named, as follows:

THE CITY OF SAGINAW IS SOLICITING SEALED PROPOSALS FOR THE PURCHASE OF FIRE DEPARTMENT AND POLICE DEPARTMENT UNIFORMS THROUGH JUNE 30, 2016, PER RESPECTIVE SPECIFICATIONS AS FOLLOWS: (UNLESS OTHERWISE STATED THIS IS AN "ALL OR NONE" BID).

NOTE: **WE DO NOT ACCEPT SEALED BIDS VIA FAX OR EMAIL.** A HARD COPY OF THIS DOCUMENT IS AVAILABLE ON THE CITY OF SAGINAW WEB SITE, www.saginaw-mi.com. (GO TO "Try Our Quick Link" box left of screen and CLICK ON **"Look Up A Bid"**) YOU CAN REFER TO THIS SITE FOR INFORMATION ON OUR FUTURE BID REQUIREMENTS AS WELL AS BID RESULTS.

IF YOU RECEIVE A BID COPY FROM OUR WEB SITE, YOU CAN ALSO COMPLETE A COPY OF OUR "VENDOR COMPLIANCE FORM" AND RETURN IT TO US OR CONTACT OUR PURCHASING OFFICE SO YOU CAN BE FORMALLY ADDED TO THE RESPECTIVE BIDDERS LIST. (989) 759-1430

ALSO: IT IS VERY IMPORTANT THAT YOU PROVIDE AN E-MAIL ADDRESS AS THIS IS HOW YOU WILL BE NOTIFIED OF FUTURE BID OPPORTUNITIES.

PERSONNEL:

We currently have approximately 50 employees at our Fire Department and 65 at the Police Department. Be advised these quantities are given for bidding purposes only and are subject to increase or decrease at anytime during the length of this agreement.

NOTE: **Pages #1 through #8 pertain to the Fire Department**

Pages #9 through #23 pertain to the Police Department

FIRE DEPARTMENT:

GROUP #1: Administrative Staff

1. Shirts shall be White, Short or Long Sleeve, as requested, 100% polyester or lightweight polyester/wool blend, five permanent military creases (two front, three back), button front with hidden zipper, badge holder above the left pocket, epaulets/shoulder straps, pen opening in left pocket, and hook and loop closure pocket flaps.
2. Pants shall be Dark Navy or Black, as requested, 100% polyester or lightweight polyester/wool blend, permanent creases, four pocket, zip fly with single button and dual hook and eye closure, quarter top front pocket, stretchable waist (maximum of 2.75" expansion), Six (6) or Seven (7) ¾" wide belt loops to fit 2" belt.
3. Double Breasted Blousecoat-Naval Officer Blue or Dark Navy, Polyester/Wool Blend, 11-13 oz., Gabardine, two lower welt pockets, one upper left breast welt (with or without pocket, with badge tab on left breast. (Must be similar in styling to Flying Cross "Men's Military Styled", 17B8696C).

   BRAID WORK: For Double Breasted Blouse Coat

   Sew on ½" gold bullion braid on sleeves of coat.
   Sew on gold bullion service stars 1-per 5 years.
   Sew on ½" silver nylon braid on sleeves of coat.
   Sew on silver service stars 1-per 5 years.
   Sew on 1-set buttons per officers' rank.

GROUP #2: Suppression Personnel

1. Shirts shall be Black or Dark Navy, Short or Long Sleeve, as requested, polyester/cotton or lightweight polyester/wool blend, five permanent military creases (two front, three back), button front with hidden zipper, badge holder above the left pocket, epaulets/shoulder straps, pen opening in left pocket, and hook and loop closure pocket flaps.
2. Pants shall be Black or Dark Navy to match the Group #2 shirts, polyester/cotton or lightweight polyester/wool blend, permanent creases, four pocket, zip fly with single button and dual hook and eye closure, quarter top front pocket, stretchable waist (maximum of 2.75" expansion), Six (6) or Seven (7) ¾" wide belt loops to fit 2" belt.
3. Job Shirt shall be Black, Long Sleeve, quarter-zip, cotton or cotton blend. (Must be similar in styling to Blauer 4630X)

GROUP #3: Accessories/Miscellaneous

1. Duty Belt-1.5"-2" Black leather belt, Basketweave finish, with square belt buckle in either silver-tone or gold-tone as requested.
2. Crossover Tie- Black
3. Clip-on Tie- Black, 18"
4. Sweater-Black or Dark Navy, Ribbed, V-Neck, Acrylic/Wool blend with badge tab on left breast, and mic tab on front of right shoulder.
5. Duty Jacket- Dark Navy, Waterproof, Windproof, Breathable, Insulated, with removable insulated liner. Silver or gold "FD" buttons as requested. (Must be similar in styling to Blauer B.Dry 6110 or 6120).
6. Dress Hat-Black, Dark Navy, or White, Semi-Pershing style cap with black, silver, or gold chinstrap, buttons, and medallion as requested.
7. Gold Chin Strap-for Semi-Pershing style hat.

8. Gold Chin Strap Buttons-for Semi-Pershing style hat, with appropriate number of fire department bugles as requested.

9. Gold Medallions-for front of Semi-Pershing style hat, with appropriate number of fire department bugles as requested.
10. Silver Chin Strap-for Semi-Pershing style hat.
11. Silver Chin Strap Buttons-for Semi-Pershing style hat, with appropriate number of fire department bugles as requested.
12. Silver Medallions-for front of Semi-Pershing style hat, with appropriate number of fire department bugles as requested.
13. Silver Chin Strap Buttons-for Semi-Pershing style hat, with “FD”.
14. Silver Medallions-for front of Semi-Pershing style hat, with “FD”.
15. American Flag-Right Arm shirt patch.

GROUP #4: T-shirts (300 per year)

1. Black, short sleeve, 50% Cotton/50% Polyester Heavyweight, Crewneck T-shirt, with Saginaw Fire Dept patch on the left front breast area and Saginaw City Fire Department on back in block lettering.
2. Navy Blue, short sleeve, 50% Cotton/50% Polyester Heavyweight, Crewneck T-shirt, with Saginaw Fire Dept patch on the left front breast area and Saginaw City Fire Department on back in block lettering.
3. White, short sleeve, 50% Cotton/50% Polyester Heavyweight, Crewneck T-shirt, with Saginaw Fire Dept patch on the left front breast area and Saginaw City Fire Department on back in block lettering.
4. Black, long sleeve, 50% Cotton/50% Polyester Heavyweight, Crewneck T-shirt, with Saginaw Fire Dept patch on the left front breast area and Saginaw City Fire Department on back in block lettering.
5. Navy Blue, long sleeve, 50% Cotton/50% Polyester Heavyweight, Crewneck T-shirt, with Saginaw Fire Dept patch on the left front breast area and Saginaw City Fire Department on back in block lettering.
6. White, long sleeve, 50% Cotton/50% Polyester Heavyweight, Crewneck T-shirt, with Saginaw Fire Dept patch on the left front breast area and Saginaw City Fire Department on back in block lettering.

T-shirt Screen Printing/Lettering

Front screen printing:
All T-shirts shall have Saginaw Fire Department patch screened on Left Front breast area. Patch measures 3 ¼” w x 4”

Back screen printing:
All T-shirts shall have Saginaw City Fire Department screened on Back of shirt. As follows:

First line -	Saginaw City	Measuring 12”w x 1 ¼” h
Second Line -	Fire	Measuring 12”w x 4” h
Third Line -	Department	Measuring 12”w x 1” h

SPACING BETWEEN EACH LINE WILL BE ¼”

Saginaw City and Department shall be solid block white lettering
Fire shall be outline block white lettering.

Group #1: Administrative Staff							
Item	Quantity/ Year	Price/Unit Year 1 (2013-14)	Total Cost Year 1 (2013-14)	Price/Unit Year 2 (2014-15)	Total Cost Year 2 (2014-15)	Price/Unit Year 3 (2015-16)	Total Cost Year 3 (2015-16)
1. Shirts, SS	35						
2. Shirts, LS	35						
3. Pants	40						
4. Blousecoat	5						
Total per Year							
Total for Contract							

Group #2: Suppression							
Item	Quantity/ Year	Price/Unit Year 1 (2013-14)	Total Cost Year 1 (2013-14)	Price/Unit Year 2 (2014-15)	Total Cost Year 2 (2014-15)	Price/Unit Year 3 (2015-16)	Total Cost Year 3 (2015-16)
1. Shirts, SS	135						
2. Shirts, LS	135						
3. Pants	270						
4. Job Shirt	20						
Total per Year							
Total for Contract							

Group #3: Accessories/Miscellaneous							
Item	Quantity/Year	Price/Unit Year 1 (2013-14)	Total Cost Year 1 (2013-14)	Price/Unit Year 2 (2014-15)	Total Cost Year 2 (2014-15)	Price/Unit Year 3 (2015-16)	Total Cost Year 3 (2015-16)
1. Belt	75						
2. Tie, Crossover	2						
3. Tie, Clip-on	48						
4. Sweater	25						
5. Duty Jacket	50						
6. Hat, Semi-Pershing	20						
7. Chin Strap, Gold	5						
8. Buttons, Gold	10						
9. Medallions, Gold	5						
10. Chin Strap, Silver	5						
11. Buttons, Silver	10						
12. Medallions, Silver	5						
13. Buttons, "FD"	20						
14. Medallions, "FD"	10						
15. Flag, Arm Patch	345						
Total per Year							
Total for Contract							

Group #4: T-shirts							
Item	Quantity/Year	Price/Unit Year 1 (2013-14)	Total Cost Year 1 (2013-14)	Price/Unit Year 2 (2014-15)	Total Cost Year 2 (2014-15)	Price/Unit Year 3 (2015-16)	Total Cost Year 3 (2015-16)
1. Black, Medium, SS	4						
2. Navy Blue, Medium, SS	4						
3. White, Medium, SS	4						
4. Black, Large, SS	56						
5. Navy Blue, Large, SS	56						
6. White, Large, SS	20						
7. Black, X-Large, SS	44						
8. Navy Blue, X-Large, SS	44						
9. White, X-Large, SS	8						
10. Black, XXL, SS	10						
11. Navy Blue, XXL, SS	10						
12. White, XXL, SS	4						
13. Black, Medium, LS	2						
14. Navy Blue, Medium, LS	2						
15. White, Medium, LS	2						
16. Black, Large, LS	26						
17. Navy Blue, Large, LS	26						
18. White, Large, LS	8						
19. Black, X-Large, LS	20						
20. Navy Blue, X-Large, LS	20						
21. White, X-Large, LS	4						
22. Black, XXL, LS	10						
23. Navy Blue, XXL, LS	10						
24. White, XXL, LS	4						
Total per Year							
Total for Contract							

Front Patch

Rear Lettering

SAGINAW CITY

FIRE

DEPARTMENT

All lettering shall be approved by the City of Saginaw prior to printing t-shirts. This is just an example. Please submit other font sample in this format.

WE RESERVE THE RIGHT TO AWARD EACH GROUP SEPERATELY. SINGLE GROUPS WILL NOT BE SPLIT OR DIVIDED.

QUANTITIES FOR THE ABOVE MENTIONED SPECIFICATIONS ARE ESTIMATES AND NOT EXACT. THE CITY OF SAGINAW RESERVES THE RIGHT TO INCREASE OR DECREASE QUANTITIES AS NEEDED.

GENERAL SPECIFICATIONS

PRICES ARE TO REMAIN FIRM FROM AWARD THROUGH JUNE 30, 2016

THIS IS AN ALL OR NONE BID.

ALL GARMENTS TO BE FURNISHED AS SPECIFIED. **MUST SUBMIT one (1) SAMPLE** of shirt, pants, and t-shirt WITH YOUR BID. **MUST ENCLOSE** MANUFACTURER'S SPECIFICATION OR LITERATURE VERIFYING THAT YOUR PRODUCT MEETS ALL THE ORIGINAL SPECIFICATIONS if your bid is to furnish a "similar" product for item 3 in Group #1 and/or item 5 in Group #3. Failure to submit sample and/or specification will result in your bid being disqualified.

Evaluation of ***EQUAL*** will be at the sole discretion of the Fire Department Clothing Officer.

Successful bidder to measure all individuals at the Saginaw Fire Department, Central Station, 801 Federal Street, after award of contract. Appointments will be scheduled.

Successful bidder will be responsible for making all alterations as necessary at no added cost to the City of Saginaw or to any individual.

Shirts, nylon lined jackets, winter jackets and dress coats to have SFD patches sewn on as designated. Patches to be supplied by the City.

Successful bidder must package articles of clothing with employee's name.

Shirts – size and sleeve length shall be marked with indelible ink on a size loop attached to basic label in yoke and stamped on outside of left front tail.

Trousers – size and pant length shall be marked with indelible ink on a size loop attached to basic label.

Shirts and trousers to be pressed. To be packed in boxes with sizes marked on outside of box at one end.

Estimated quantity is for bidding purposes only and does not constitute minimum or maximum order. This is an all or none bid.

Any deviation from these specifications or the sealed bid instructions entitles the City to return any or all garments or cancel the contract with the successful bidder.

NOTE: ALL UNIFORMS SHALL BE PACKAGED PER PERSON ON ORDERS

SAGINAW FIRE DEPARTMENT

DUTY JACKET
COLOR: DARK NAVY
GENERAL REQUIREMENTS

1. Failure to complete the compliance questions following each section below will result in automatic rejection of such bids as non-responsive.
2. All garment details not specifically described herein, tailoring, styling, construction, materials, and components must match the standard reference sample.
3. Pre-bid samples required at the time of the bid opening.
4. Samples may be subjected to laboratory testing at the discretion of the contracting officer. Bidders are responsible for all testing costs of their sample garments.
5. Bidders must enclose evidence (dated manufacturers catalogs or similar) that this item is currently a commercial in-stock style. The successful bidder will provide a full size run of try-on-garments within 10 days for agency approval.
6. Garments will have a warranty covering (at minimum) defects in materials and workmanship for three (3) years.
7. Garments must be manufactured to ISO 9001 quality assurance standard.(AG1905)

COMPLY: ____ Yes ____ No

DESIGN AND CONSTRUCTION

8. Waterproof by design.
9. Waist length bomber style.
10. Front zipper closure.
11. Permanently lined with waterproof, breathable lining.
12. Inside zippered pocket.
13. Zippered side vents with snap tabs.
14. Badge tab on left breast.
15. Epaulets.

COMPLY: ____ Yes ____ No

CUSTOMIZATION (OPTIONAL)

16. Emblems
17. Name tab
18. Microphone tab
19. Detachable pile collar
20. Scotchlite or reflective package

COMPLY: ____ Yes ____ No

STANDARD SIZES

21. Unisex sizing:
    Regular: XS – 3XL
    Tall: M – 3XL

COMPLY: ____ Yes ____ No

SAGINAW POLICE DEPARTMENT
UNIFORM SPECIFICATIONS
FY11 – FY12 – FY13

MEN'S TROUSERS:

Fechheimer Lot #34291- Navy Blue
55% Dacron Polyester / 45% Wool – 14-14-½ Oz. Serge Weave
Style: ¼ Top Pockets – Key Stone Belt Loops
Manufactured from man's uniform trouser pattern.
1" Black Nylon Braid from Waistband down on outside seam of each leg
MUST BEAR RAEFORD'S QUALITY STAMP

And

Blauer Lot #8980 Side-pocket trousers – Navy Blue
65% Polyester / 35% rayon – 15 ½ Oz. Twill
With blousing straps

WOMEN'S TROUSERS:

Elbeco Ladies' Choice Duty Max #E9254LC - Navy Blue

Permanent 14% Stretch; Low luster 75% polyester / 25% rayon; NANO fluid Repellency Technology; UV 40+ Protection; Extra-deep quarter-top front pockets 2 back pockets; button tab on left pocket; New DutyFit wasteband allows for stretch while keeping shirt tucked; Creaset permanent leg creases; French Fly; Triple stitched crotch; Pressed open tailored seam; Bar tacks on back pockets; Double plied crotch; Double hook and eye; 7.5 oz./sq. yd. | 11.5 oz./linear yd.

1" Black Nylon Braid from Waistband down on outside seam of each leg

And

Elbeco Ladies' Choice Duty Max Cargo #E9234LC - Navy Blue

Permanent 14% Stretch; Low luster 75% polyester / 25% rayon; NANO fluid Repellency Technology; UV 40+ Protection; two dual compartment cargo pockets: hidden zipper behind, inverted pleat pocket underneath flap using hook and loop closure; New DutyFit wasteband allows for stretch while keeping shirt tucked; Triple stitched crotch; Pressed open tailored seam; Bar tacks on back pockets; Double plied crotch; 7.5 oz./sq. yd. | 11.5 oz./linear yd.

With Blousing Straps

*** We intend to order any combination of the four designated pant styles in quantities that will total the estimated bid quantity for "Trousers" on the bid form. Both must be available.**

MEN'S & WOMEN'S LONG SLEEVE SHIRTS/BLOUSES:	Elbeco Lot #540 - White & #544 - Dark Navy (Men) Elbeco Lot #9540 - White & #9544 - Dark Navy (Women) Duty Max 65% Polyester / 35% Rayon Velcro Pocket Fasteners, Shoulder Straps, Extra Long Shirt Tails And Extra Long Side Seams MUST HAVE SEWN ON METAL EYELET BADGE HOLDERS OVER LEFT BREAST POCKET
MEN'S & WOMEN'S SHORT SLEEVE SHIRTS/BLOUSES:	Elbeco Lot #5540 - White & #5544 - Dark Navy (Men) Elbeco Lot #9740 - White & #9744 - Dark Navy (Women) Duty Max 65% Polyester / 35% Rayon Velcro Pocket Fasteners, Shoulder Straps, Extra Long Shirt Tails And Extra Long Side Seams MUST HAVE SEWN ON METAL EYELET BADGE HOLDERS OVER LEFT BREAST POCKET
LONG SLEEVE TURTLENECKS:	Blauer #8100X-04 – Navy – Cotton/Lycra with moisture wicking "S.P.D." Embroidered With ½" White Block Letter On Collar Left Of Center
WINTER COATS WAIST LENGTH:	Blauer Lot #9910Z - Police Blue Cruiser Jacket Taslon nylon Outer Shell – zip out Liner Side Zippers, Sewn In Collar Stays Belt Stays, "P" Buttons – Silver Or Gold METAL EYELET BADGE HOLDERS OVER LEFT BREAST POCKET
BLOUSE COATS:	Fechheimer Lot #34891- Navy Blue 55% Dacron / 45% Wool Serge 14½ Oz Single Breasted Four-Button Front
WINDBREAKERS: (WATER/WIND PROOF)	Blauer Lot #6001 – Black reversing to hi-vis yellow Reversible Bomber Jacket with B-Dry Fabric "P" Buttons – Silver Or Gold "POLICE" to be screen printed in reflective silver on Hi-Vis side in 3" block letters Military Pleated Breast Pockets, Shoulder Epaulet METAL EYELET BADGE HOLDERS OVER LEFT BREAST POCKET
RAID JACKETS:	Nylon Navy Windbreaker**,** Cotton Lined Reflective Emblem To Be Sewn On Back Of Jacket ½" X 2½" Black Block Letters To Read "POLICE" Department cloth badge to be sewn on left breast side front. Snap Front With Two Lower Pockets
UNIFORM CAPS: (Summer)	Pershing Style Guard Cap With Stationary Top Of Dark Navy Blue Polyester with adjustable brim; 3 vertical metal rimmed badge holes Black Open Mesh Braid Sewed Over Open Cane Band "P" Buttons – Silver Or Gold Black Patent Visor With Black Plastic Strap

UNIFORM CAPS:
(Winter)

Blauer #5111 Trooper Cap w/ B-Dry Fabric – Navy
Super Taslan nylon shell fabric with breathable printed backcoating; Waterproof, windproof, breathable B.DRY® fabric; B.WARM® insulated quilt lining; Pile-lined flaps secure up over the crown or down to protect ears with adjustable strap; Badge eyelets in front flap

SWEATERS:

Blauer #225-04 Fleece Lined V-neck Sweater - Navy

V-neck British Commando style; rib knit; 57% polyester, 28% worsted wool, and 15% low pill acrylic; bonded fleece lining; Color-matched ripstop shoulder and elbow patches

METAL EYELET BADGE HOLDERS OVER LEFT BREAST

UNIFORM TIES:

Broome #45015 – Dark Navy
55% Dacron / 45% Wool
Sizes 14 ½”, 18”, 20”, 22 ½”
Clip On W/Buttonholes

FATIGUE SHIRTS LONG & SHORT SLEEVE:

5.11 #72002 Long Sleeve TDU – Navy
5.11 #71001 Short Sleeve TDU - Navy
65% Polyester/ 35% Cotton Ripstop
Two Top Breast Pockets With Snaps On Pocket Flaps

FATIGUE PANTS:

5.11 #74003 – Navy

Self-adjusting waist; Removable neoprene kneepads; YKK® zippers and Prym® snaps; Teflon® treated; 65% polyester/35% cotton Ripstop; Blousing straps; Large side outer pockets; Back-up Belt System™

BIANCHI WEB GEAR:

(Black)

Accumold #7205 Nylon Liner Belt, 1 ½” velcro

Accumold #7200 Nylon Duty Belt, 2 ¼”, quick release buckle

Accumold replacement Tri-release Buckles #671744

Accumold #7120 Nylon “Defender” holster, Glock 22 (right and left)

Accumond #7120 Nylon “Defender” Holster, Glock 23 (right and left)

Accumold #7302HS Nylon Double Mag. Holder, Velcro Closure #18442

Accumold #7300 Nylon Cuff case, Velcro closure #17390

Accumold #7315 Nylon Glove Pouch, Velcro closure #18480

Accumold #7406 Belt Keepers (pkg. of 4), snap closure #15635

Accumold #7307 Nylon Mace Holder, small, Velcro closure #17446

Accumold #7314 Universal radio Holder, #18520

CITY OF SAGINAW – POLICE UNIFORM SPECIFICATIONS
THIS IS AN ALL OR NONE BID WITH ESTIMATED QUANTITIES

	COST FOR 2011			COST FOR 2012			COST FOR 2013		
ITEM	**QTY**	UNIT **PRICE**	TOTAL	QTY	UNIT **PRICE**	TOTAL	QTY	UNIT **PRICE**	TOTAL
TROUSERS									
Men's	150	$	$	150	$	$	150	$	$
Women's	25	$	$	25	$	$	25	$	$
SHIRTS									
Long Sleeve	150	$	$	150	$	$	150	$	$
Short Sleeve	150	$	$	150	$	$	150	$	$
TURTLENECKS									
Unisex	90	$	$	90	$	$	90	$	$
COATS									
Winter Coat	10	$	$	10	$	$	10	$	$
Blouse Coat	2	$	$	2	$	$	2	$	$
Rain/Wind Coat	10	$	$	10	$	$	10	$	$
Raid Jackets	5	$	$	5	$	$	5	$	$
HATS									
Pershing	5	$	$	5	$	$	5	$	$
Winter	15	$	$	15	$	$	15	$	$
SWEATERS	30	$	$	30	$	$	30	$	$
TIES	25	$	$	25		$	25	$	$
FATIGUES									
Shirts	5	$	$	5			5	$	$
Pants	5	$	$	5			5	$	$
SUBTOTAL PG. 5	$			$			$		

ITEM	COST FOR 2011			COST FOR 2012			COST FOR 2013		
	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL
BIANCHI ACCUMOLD									
#7205 belt liner	20	$	$	20	$	$	20	$	$
#7200 duty belt	30	$	$	30	$	$	30	$	$
#6717444 buckles	50	$	$	50	$	$	50	$	$
#7120 holster (22)	40	$	$	40	$	$	40	$	$
#7120 holster (23)	10	$	$	10	$	$	10	$	$
#7302HS mag. Holder	50	$	$	50	$	$	50	$	$
#7300 cuff case	50	$	$	50	$	$	50	$	$
#7315 glove pouch	50	$	$	50	$	$	50	$	$
#7406 belt keepers	50	$	$	50	$	$	50	$	$
#7307 mace holder	50	$	$	50	$	$	50	$	$
#7314 HT holder	50	$	$	50	$	$	50	$	$
#7409 flashlight ring	15	$	$	15	$	$	15	$	$
SUBTOTAL PG. 6		$	$		$	$			$
SUBTOTAL PG. 5		$	$		$	$		$	$
YEARLY TOT BIDS	$			$			$		

CITY OF SAGINAW

SAGINAW POLICE DEPARTMENT UNIFORM SPECIFICATIONS

1. The City of Saginaw intends to place orders with the successful bidder for the various items of uniform equipment as listed on the attached pages. The City will order, over the course of the next three years, uniform items for replacement purposes as required. All items are to be delivered by the successful bidder within **14 business days** after orders are placed.

2. Sizes must range from Small through XX Large including Tall/Long sizes.

3. All garments to be individually packaged by name of person, type of garment and quantity listed on outside of package.

4. All garments to be manufactured as designated by manufacturer's number. No substitutions allowed.

5. Successful bidder to measure all individuals at Saginaw Police Department Headquarters or location specified by Saginaw Police Department staff.

6. Proper chevrons, stars, department patches and pant striping to be sewn on all garments as designated by the Saginaw Police Department at no additional cost. Department patches to be sewn on each sleeve of all shirts and coats (except raid jackets). Department will supply departmental patches, vendor to supply royal blue/black chevrons for Sergeants (7 uniformed Sergeants).

7. Successful bidder shall be responsible for making all alterations as necessary at no added cost to the City of Saginaw or to any individual.

8. Any deviation from the above or from the specifications given without permission by Saginaw Police Department Administrative staff entitles the City to return any or all garments and/or cancel the contract with the successful bidder.

9. Bidder must guarantee that shades of clothing articles will remain the same throughout the course of the contract. **Any** deviation in color/shade/tone will serve as cause to cancel the contract.

10. Orders must be shipped to the Saginaw Police Department at 612 Federal Ave., Saginaw, MI 48607 at no charge to the City of Saginaw.

CHECK LIST: BEFORE SUBMITTING YOUR BID

		YES
1.	**Before the bid due date, check our web-site bid copy to make sure there are no description, quantity or Addendums changes. (Go to www.saginaw-mi.com, click on "Look Up a Bid").**	___
2.	**Assuming they are permitted, if you're submitting an alternate(s) bid the pricing must be clearly listed and the page labeled "ALTERNATE". All support information should also be attached and labeled Alternate #1, #2, #3, etc.**	___
3.	**Is your bid signed by an authorized representative of your company?**	___
4.	**Have you provided the Terms & Delivery information requested?**	___
5.	**Is the OUTSIDE of your ENVELOPE properly labeled with the bid number?**	___
6.	**Are you submitting your original bid plus ONE (1) COPY as required?**	___
7.	**If your bid is over $100,000.00 do you have a Bid Bond, Certified Bank Check or Money Order enclosed?** **a. Multiple year bids must be added together to get your total.** **b. If submitting an alternate proposal along with your original bid, only one (1) of the above mentioned items is required.**	___

NOTE: An **original** Bid Bond, Certified Check, Bank Money Order or Cashier's Check in the amount of three percent (3%) of the total amount bid must be submitted with any bid in excess of $100,000. **Facsimiles or copies of bid bond will not be accepted and bid will be disqualified if submitted.**

PAYMENT TERMS:_____ DELIVERY: _____

FOB: CITY OF SAGINAW
VARIOUS LOCATIONS
SAGINAW, MI 48601

AS PART OF THE CONSIDERATION FOR THIS BID, THE UNDERSIGNED DOES HEREBY AGREE TO HAVE WITHHELD FROM ANY PAYMENT DUE THEM, ANY AMOUNTS OWED FOR TAXES, FEES OR OTHER CHARGES DUE THE CITY OF SAGINAW.

PER SECTION 14 OF THE CITY OF SAGINAW UNIFORM INCOME TAX ORDINANCE, THE TAX PERCENTAGE IS 1.5% ON INCOME EARNED FROM THE CITY. THE TAX SHALL APPLY ON THE TAXABLE NET PROFITS OF A CORPORATION DOING BUSINESS WITH THE CITY, BEING LEVIED ON SUCH PART OF THE TAXABLE NET PROFITS AS IS EARNED BY THE CORPORATION AS A RESULT OF WORK DONE, SERVICES RENDERED AND OTHER BUSINESS ACTIVITIES CONDUCTED WITH THE CITY, AS DETERMINED IN ACCORDANCE WITH THIS ORDINANCE.

ADDITIONAL BIDDER REQUIREMENTS:

INDEMNITY AND INSURANCE REQUIREMENTS

INDEMNITY:

The Contractor shall indemnify and save harmless the City of Saginaw, its officers and employees of and from all loss or damage caused to any person or property by reason of any carelessness or negligence in the doing or making of the work specified herein, and by reason of failure to pay all persons who shall supply said Contractor with materials, provisions and supplies for the performance and completion of said contract, and to promptly pay all just debts, dues and demands incurred in the completion of this contract, or of whatsoever other kind or nature, which shall be caused by delay or

failure in the performance and completion of this contract, and further to indemnify and save harmless of and from all suits and actions the City of Saginaw, its officers and employees, on account of any injuries or damages sustained by any person or persons by reason of any act, or omission or negligence, or by the use of improper or defective material on the part of said Contractor in the performance of any part of this contract, and further to indemnify and protect any and all demands, fees or royalties for any patented invention, materials, articles, methods, arrangements or process of manufacture or any infringements thereon, that may be used on or be in any manner connected with the construction, erection or maintenance of the work, material, or any part thereof, embraced in this contract.

INSURANCE:
During the life of the contract, the Contractor shall effect and maintain the following types of insurance:

> Comprehensive General Liability, including contractual liability with combined single-limit coverage of at least **$500,000 naming the City of Saginaw as additional insured.**
>
> Automobile Liability
>
> Worker's Disability Insurance

Such insurance shall be carried by financially responsible companies, licensed in the State of Michigan, and satisfactory to the City. The Contractor shall submit to the City for review and approval certificates of insurance for the above required coverage's. The certificate of insurance shall provide at least 30-days written notice to the City of any changes in the policy and any cancellation or termination thereof.

§ 14.26 PREFERENCE FOR LOCAL BIDDERS.

(A) If the lowest bidder is not a Saginaw-based bidder, as defined above, any Saginaw-based bidder with a bid within 5% but not more than $5,000 of the lowest bid shall be deemed the lowest bidder if it agrees to reduce its bid to match the bid of the lowest bidder. A lowered bid by a Saginaw-based business which is premised upon, in whole or in part, changes to or variances to the bid specifications, contract requirements, or scope of work, shall be considered non-responsive and will not be considered.

(B) If such a Saginaw-based business refuses to reduce its bid to match the lowest bid, then the next lowest responsive and responsible Saginaw-based business with a bid within 5% but not less than $5,000 of the lowest bid shall be deemed the lowest bidder, if it agrees to reduce its bid to match the bid of the lowest bidder.

(C) If no responsive and responsible Saginaw-based businesses within 5% but not more than $5,000 of the lowest bid agree to reduce their bids, then the contract shall be awarded to the person or business with the lowest, most responsive and responsible bid.

(D) In the event of a tie between two (2) or more Saginaw-based businesses, where all other factors are equal, the award of the bid shall be by coin toss conducted by the Purchasing Officer or his/her designee.

(E) No contract awarded pursuant to this ordinance shall be sublet in any manner that permits 50% or more of the dollar value of the contract to be performed by a subcontractor or subcontractors

who do not meet the definition of “Saginaw-based.”

(F) The section shall not waive or constrain, in any manner, the right and prerogative of the City to reject any and all bids or proposals from any Saginaw-based business which fails to meet the requirements of any other section of this ordinance, or to reject a bid which is in any way incomplete, irregular, not responsive or not responsible.

BIDDER REQUIREMENTS:

1. EACH PROPOSAL SHALL BE GOOD FOR 120 DAYS FROM THE BID OPENING DATE OR STATE HOW LONG YOUR PRICING IS GOOD FOR. **ALL PRICING MUST REMAIN CONSTANT FOR THE ENTIRE LENGTH OF THE AGREEMENT.**

2. EACH BIDDER SHALL INCLUDE ONE (1) ADDITIONAL COPY OF YOUR PROPOSAL **“MARKED COPY”.**

3. EACH BIDDERS ENVELOPE, FEDEX BOX/LETTER, UPS BOX/LETTER OR ANY OTHER METHOD OF SEALED DELIVERY **MUST HAVE THE BID NUMBER ON THE OUTSIDE** OF THE CONTAINER. **UNMARKED BIDS WILL BE DISQUALIFIED AND RETURNED UNOPENED!**

4. ALL BIDS OVER $100,000.00 MUST INCLUDE A BID BOND, CERTIFIED BANK CHECK OR MONEY ORDER. IF AGREEMENT IS FOR MULTIPLE YEARS, EACH YEAR SHOULD BE ADDED FOR YOUR TOTAL. (SEE “SEALED BID INSTRUCTIONS” PAGE)

5. EACH CITY OF SAGINAW DEPARTMENT SHALL BE VIEWED AS A SEPARATE ACCOUNT (NOT A BLANKET ACCOUNT) WITH THE RESPECTIVE SUCCESSFUL BIDDER(S).

6. WHEN A BRAND IS IDENTIFIED, OR WHEN A SPECIFIC METHOD OR PROCESS IS REQUESTED, YOU MAY QUOTE AN EQUAL. YOU MUST IDENTIFY THE BRAND, MODEL, PART NUMBER, ETC., METHOD OR PROCESS AND ENCLOSE LITERATURE VERIFYING EQUAL (WHEN APPLICABLE). CITY PERSONNEL RETAIN THE RIGHT TO DETERMINE EQUALS. IF THE ITEM(S) STATES “NO SUBSTITUTES,” NO SUBSTITUTES WILL BE ACCEPTED.

7. ALL SHIPPING AND HANDLING CHARGES & ALL COST ASSOCIATED WITH THE DELIVERY, INSTALLATION AND/OR COMPLETION OF THE PRODUCT OR SERVICE REQUESTED MUST BE INCLUDED IN YOUR BID PRICE, INCLUDING BUT NOT LIMITED TO ANY TITLES, FEES, AND TRANSFER COST. ALL VEHICLES PURCHASED BY THE CITY SHALL BE TITLED TO “CITY OF SAGINAW”. PLEASE CONSULT WITH THE PURCHASING OFFICE FOR TITLE AND LICENSE PLATE INSTRUCTIONS. **WHERE APPLICABLE AND UNLESS OTHER WISE NOTED, YOUR BID PRICING MUST REMAIN CONSTANT FOR THE LENGTH OF THE AGREEMENT AND/OR CONTRACT PERIOD.**

8. IN THE EVENT THE SUCCESSFUL BIDDER USES A THIRD PARTY COMPANY TO PROVIDE THE GOODS AND/OR SERVICES REQUESTED, THE SUCCESSFUL BIDDER MUST NOTIFY THE PURCHASING OFFICE BEFORE SAID GOODS ARE SHIPPED AND/OR SERVICES ARE PROVIDED. THE SUCCESSFUL BIDDER SHALL BE SOLELY RESPONSIBLE FOR PAYMENT TO THE THIRD PARTY COMPANY.

9. THE ITEMS ON THIS BID MAY BE REQUESTED ON AN AS NEEDED BASIS AS APPLICABLE.

10. REGARDING ADDENDUMS, THE FULL ADDENDUM DOCUMENT AND ANY OTHER ITEMS NOTED AS SUCH MUST BE RETURNED AND INCLUDED WITH YOUR SEALED BID.

11. ALL BIDS MUST BE RETURNED TO THE PURCHASING OFFICE AT 1315 S. WASHINGTON, SAGINAW, MI 48601, BY THE PREVIOUSLY STATED DUE DATE. **PLEASE NOTE: THE PURCHASING OFFICE NOW CLOSES AT 4:00 P.M. DAILY. AS SUCH, BIDS HAND-DELIVERED PRIOR TO THE ABOVE MENTIONED DEADLINE MUST BE RECEIVED BEFORE THE OFFICE CLOSES.**

THE SUCCESSFUL BIDDER WILL CONFORM TO ALL SPECIFICATIONS & REQUIREMENTS WHICH ARE ATTACHED AND INCORPORATED AS PART OF THIS BID. THE CITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY AND ALL BIDS, OR PARTS THEREOF, AND TO WAIVE ANY IRREGULARITIES IN THE BID EXCEPT THOSE SPECIFICALLY MENTIONED IN THE SEALED BID INSTRUCTIONS.

By signature, the bidder acknowledges that the signer has complete authority to execute the bid on behalf of the bidder and that the bid is genuine and not collusive in any manner; and that no other bidders were improperly induced to refrain from bidding or induced to submit a sham bid; and that the bidder agrees to have withheld from any payment due them, any amounts owed for taxes or other charges due the City of Saginaw; and that successful bidders are subject to mandatory City of Saginaw income tax withholdings.

COMPANY: _____

DATE: _____

SIGNATURE: **(INK)** _____

PRINTED NAME _____

TIITLE: _____

ADDRESS: _____

_____

TELEPHONE#: _____

FAX #: _____

EMAIL: _____**VERY IMPORTANT! ! !**

IF THIS BID PROPOSAL IS SELECTED AS THE LOWEST AND BEST OFFER, IT WILL BE ACCEPTED IN THE FOLLOWING MANNER:

1) THE CITY COUNCIL WILL APPROVE THIS BID PROPOSAL AT A REGULARLY SCHEDULED OR SPECIAL MEETING.

2) THE CITY'S PURCHASING OFFICER WILL SIGN THIS BID PROPOSAL ON BEHALF OF THE CITY. THE BID PROPOSAL SHALL THEN CONSTITUTE A WRITTEN CONTRACT BETWEEN THE PARTIES.

3) FOR ADMINISTRATIVE PURPOSES, THE CITY WILL ALSO ISSUE A SEQUENTIALLY NUMBERED PURCHASE ORDER.

CITY OF SAGINAW, a Municipal Corporation

BY: _____ DATE: _____
(PURCHASING OFFICER)

1315 S. WASHINGTON
SAGINAW, MICHIGAN 48601
TELEPHONE: (989) 759-1430
FACSIMILE: (989) 759-1498

THE PURCHASE ORDER CONTRACT/WRITTEN CONTRACT CANNOT BE INCREASED OVER 10% OF THE TOTAL PURCHASE ORDER UP TO FIFTY THOUSAND 00/100 ($50,000.00) DOLLARS WITHOUT THE PRIOR APPROVAL OF CITY COUNCIL.

THIS OFFER IS ACCEPTED BY THE ISSUANCE OF A PURCHASE ORDER SIGNED BY THE CITY PURCHASING OFFICER FOR ALL OR ANY PORTION OF THIS BID AND SHALL CONSTITUTE A CONTRACT BETWEEN THE PARTIES.

ALL INVOICES MUST BE SUBMITTED WITHIN SIXTY (60) DAYS FROM THE TIME OF DELIVERY OF GOODS OR SERVICES OR THE COMPLETION OF PROJECTS. INVOICES MUST MAKE REFERENCE TO A VALID PURCHASE ORDER NUMBER IN ORDER TO BE PAID. ALL INVOICES THAT DO NOT REFERENCE A VALID PURCHASE ORDER NUMBER WILL BE RETURNED TO THE ORIGINAL SOURCE.

City of Saginaw, Michigan
Purchasing Division
(989) 759-1430

SEALED BID INSTRUCTIONS

SEALED BIDS MUST BE SUBMITTED ACCORDING TO THE FOLLOWING INSTRUCTIONS OR YOUR BID WILL BE DISQUALIFIED

1. Bids must be submitted on printed forms furnished by the City Purchasing Office. Voluntary alternates may be attached to bid form, if necessary.

2. Bids must be in ink or typewritten.

3. Bids must contain bidder's complete name, address and telephone number.

4. Bids must be signed in ink and dated.

5. Bids must include delivery or completion time.

6. If an addendum (Form B02) is issued by the City, it must be signed, dated and returned with bid.

7. An **original** bid bond, certified check or cashier's check in the amount of three percent (3%) of the total amount bid must be submitted with any bid in excess of $100,000. **Facsimiles or copies of bid bond will not be accepted and bid will be disqualified if submitted.**

8. All erasures or corrections to pricing information must be initialed in ink.

9. In case of a discrepancy between a unit price and its extension, the unit price will be considered correct and the bid will be recalculated to determine the amount bid. All addition errors will be corrected and the total bid will be adjusted to reflect the corrections.

10. All bids must be in the City Purchasing Office by the date and time specified on bid forms. The Purchasing Office is located at Saginaw City Hall in room #105.

11. EACH BID MUST BE ENCLOSED IN A SEPARATE SEALED ENVELOPE WITH **"SEALED BID AND THE BID NUMBER"** MARKED ON THE FRONT.

12. Each bidders envelope, FED EX box/letter, UPS box/letter or any other method of sealed delivery must have the bid number on the outside of the container.
UNMARKED BIDS WILL BE DISQUALIFIED.

NO CONTRACT SHALL BE VALID UNLESS APPROVED BY CITY COUNCIL. Pursuant to the Charter of the City of Saginaw, written contracts involving the expenditure of $2,000 or more shall reguire the approval of City Council. No City employee has the authority to bind the City to such a contract.

RIGHT OF CITY TO ACCEPT OR REJECT BIDS

THE CITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY AND ALL BIDS, OR PARTS THEREOF, AND TO WAIVE ANY IRREGULARITIES IN THE BID EXCEPT THOSE SPECIFICALLY MENTIONED ABOVE.

GENERAL INFORMATION

MAIL OR DELIVER ALL SEALED BIDS TO THE FOLLOWING ADDRESS BY THE DATE, TIME AND OFFICE HOUR DEADLINE SPECIFIED ON BID FORM:

CITY OF SAGINAW PURCHASING OFFICE
ROOM #105
1315 S. WASHINGTON AVENUE
SAGINAW, MICHIGAN 48601

NO CONTRACT SHALL BE VALID UNLESS APPROVED BY CITY COUNCIL

Pursuant to the Charter of the City of Saginaw, written contracts involving the expenditure of $2,000 or more shall require the approval of City Council. No City employee has the authority to bind the City to such a contract.

ALTERATION OF BID BY BIDDER
After bids have been opened, the bidder will not be allowed to withdraw, modify, or correct any bid.

EVIDENCE OF BIDDER'S QUALIFICATIONS
Bidders may be required to give some satisfactory evidence that they have been regularly engaged in the business or are reasonably familiar therewith, and that they are fully prepared with the necessary capital, materials, and machinery to complete the work or to furnish the materials contracted for to the satisfaction of the City.

FAMILIARITY OF BIDDER WITH CONTRACT REQUIREMENTS
Bidders are warned that they must inform themselves of the character and amount of work, labor, or material to be furnished under the contract.

CONTRACT ASSIGNMENTS OR TRANSFERS PROHIBITED
The assignment or transfer of a contract or of interests in the contract are prohibited unless approved by the proper City department and City Council.

CITY INCOME TAX COMPLIANCE
Bidders are hereby notified that the City of Saginaw has an income tax. All successful bidders will be subject to income tax withholdings and compliance is mandatory.

WITHHOLDING FROM PAYMENTS
As part of the consideration for any bid/contract, all bidders agree to have withheld from any payments due them, any amounts for taxes, fees or other charges due the City of Saginaw.

CONTRACT COMPLIANCE ORDINANCE
The City of Saginaw has a Contract Compliance Ordinance which requires bidders to submit documentation furnished by the City indicating compliance with the Ordinance. Contract compliance forms must be sent to the City Purchasing Office; 1315 S. Washington Avenue; Saginaw, Michigan 48601. Forms may be obtained by calling (989) 759-1430.

INSTRUCTIONS AS PART OF CONTRACT
These instructions are to be construed with and made a part of the contract or purchase order.

NOTICE TO ALL BIDDERS

SEALED BID DOCUMENTS:

EFFECTIVE IMMEDIATELY: All interested bidders may obtain Sealed Bid Document Forms, proposal instructions, general specifications and Bid Results from the City of Saginaw internet Web Site (www.saginaw-mi.com) (GO TO "Try Our Quick Link" box left of screen and CLICK ON **"Look Up A Bid"**). YOU CAN REFER TO THIS SITE FOR INFORMATION ON OUR FUTURE BID REQUIREMENTS AS WELL AS BID RESULTS. **Companies who do not have access to the Internet may contact the Purchasing Office at (989) 759-1430 for bid document copies.**

PLEASE MAKE NOTE OF THIS NEW FORMAT FOR RECEIVING OUR BID DOCUMENTS.