



REQUEST FOR BIDS AND PROPOSALS
FORMAL BID REQUEST NO. **FBR 1645-24**

**UNIFORMS
FOR THE ASHEVILLE POLICE DEPARTMENT**

**ANY AND ALL EXCEPTIONS REQUESTS AND
QUESTIONS ARE DUE BY
WEDNESDAY, APRIL 17, 2024 AT
3:00 PM LOCAL TIME**

**BID OPENING DATE:
THURSDAY, APRIL 25, 2024
AT 3:00 PM LOCAL TIME**

ISSUED BY: CITY OF ASHEVILLE PURCHASING DIVISION
70 COURT PLAZA, CITY HALL, 1ST FLOOR
ASHEVILLE, NC 28801
PHONE: (828) 259-5954
BEATRICE ABERNATHY, PURCHASING SPECIALIST

04/09/2024

BIDS ARE TO BE **SEALED** AND
HAND DELIVERED TO THE CITY OF ASHEVILLE'S FORMAL BID DROPBOX
LOCATED IN THE CITY HALL SECURITY STATION OR SENT BY UPS OR FEDEX
TO THE CITY OF ASHEVILLE
70 COURT PLAZA, SECURITY STATION, ASHEVILLE, NC 28801

***PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE BIDDER TO ENSURE WHATEVER
METHOD OF DELIVERY IS USED THAT THE BID IS RECEIVED ON TIME**

**REQUEST FOR BIDS AND PROPOSALS FOR
CITY OF ASHEVILLE, NORTH CAROLINA
PURCHASING DIVISION**

Bid Request No. FBR 1645-24

Date: April 9, 2024

Pursuant to General Statutes of North Carolina, Section 143-129, as amended, sealed bids and proposals, subject to the conditions and specifications herein, are invited for furnishing the following equipment, materials, services or repair work. **All bids will be received by the City of Asheville Purchasing Division until 3:00 p.m. Thursday, the 25th day of April, 2024 at which time they will be publicly opened and read.**

TERMS: Net 30 Days
DELIVERY: ASAP - Bidder Specify Best Delivery

CITY OF ASHEVILLE, N. C.
Beatrice Abernathy, Purchasing Specialist
(828) 259-5954

POSITIVELY NO BIDS CONSIDERED UNLESS SUBMITTED ON THIS FORM

NOTICE TO BIDDERS: All tax imposed upon any article on which you are bidding shall be shown as separate items and in no case included with price bid. Failure to comply with these conditions will be considered grounds for rejection.

	DESCRIPTION	
	<p>UNIFORM GARMENTS FOR THE ASHEVILLE POLICE DEPARTMENT PER THE ATTACHED BID SHEETS, SPECIAL TERMS AND CONDITIONS & SPECIFICATIONS. PURCHASES TO BE MADE ON AN AS NEEDED BASIS FOR THE ESTABLISHED PERIOD(S) OF FIRM PRICING.</p> <p style="text-align: center;">BIDDERS PLEASE NOTE.</p> <p>A. THIS BID WILL BE AWARDED TO ONE VENDOR.</p> <p>B. The current approved manufacturer/style number(s) is shown for each item. For this bid solicitation, <u>alternates or substitutions will NOT be considered for any item.</u> (See Special Terms and Conditions, Page 21, Item Nos. 2 and 3)</p> <p>C. LEAD TIME AND SERVICE OF THIS CONTRACT IS AN IMPORTANT COMPONENT OF THIS BID AND WILL BE REVIEWED IN THE EVALUATION AND AWARD OF BID. (Please see the <u>ORDERING, SERVICE AND DELIVERY REQUIREMENTS</u>; (Term# 16, Pages 23 AND 24)</p> <p>D. BIDDERS MUST BE AN AUTHORIZED REPRESENTATIVE/ DISTRIBUTOR OF THE MANUFACTURER.</p> <p>E. The final award amount will be based on unit pricing including all charges to complete item: a) Unit price of Item b) Larger size increases c) Delivery lead time</p>	
	Company Name	Bid Submitted By (Signature)
	Address	Printed Name and Title
	City State Zip	Email Address
	Telephone No.	Fax No.
	Web Address	Federal Taxpayer ID No.
	Delivery _____ calendar days after receipt of order	Payment Terms: Net _____ Discount: _____ % Net _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
1	40	<p><u>Training Uniforms & Non Sworn</u></p> <p>Men's First Tactical Velocity 2.0 Tactical Pants; Item #114011 - Proprietary ARMS Fabric with two-way mechanical stretch.</p> <p>6.4 oz, 65% polyester, 35% cotton Double Dyed Fabric Micro Ripstop Teflon® Shield + stain repellent finish YKK zippers Prym snap</p> <p>Colors:</p> <ul style="list-style-type: none"> ● (036) Wolf Gray ● (181) Coyote Brown ● (182) Kodiak Brown ● (19) Black ● (55) Khaki ● (610) Ranger Green ● (729) Midnight Navy ● (830) OD Green <p>Color will be given at time of order for different divisions</p> <p>HEMMING CHARGE SHOULD BE INCLUSIVE OF UNIT COST</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE CHARGE \$ _____ OR + _____% OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>Total Lead time _____ from vendor to APD</p>	Pair	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
2	12	<p><u>Training Uniforms & Non Sworn</u></p> <p>Women's First Tactical Velocity 2.0 Tactical Pants; Item #124011 - Proprietary ARMS Fabric with two-way mechanical stretch.</p> <p>6.4 oz, 65% polyester, 35% cotton Double Dyed Fabric Micro Ripstop Teflon® Shield + stain repellent finish YKK zippers Prym snap</p> <p>Colors:</p> <ul style="list-style-type: none"> ● (036) Wolf Gray ● (181) Coyote Brown ● (182) Kodiak Brown ● (19) Black ● (55) Khaki ● (610) Ranger Green ● (729) Midnight Navy ● (830) OD Green <p>Color will be given at time of order for different divisions</p> <p>HEMMING CHARGE SHOULD BE INCLUSIVE OF UNIT COST</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>Total Lead time _____ from vendor to APD</p>	Pair	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
3	40	<p><u>Training Uniforms</u></p> <p>Unisex Long Sleeve Polo Shirts; With strategically placed mic clips and dual pen pockets, the tactical polos should be designed for law enforcement. Shirt must be snag-proof polyester, double-needle stitching throughout, flat knit collar, 3-button placket with dyed-to-match buttons, mic clips at center placket and shoulders, raglan sleeves, reinforced dual pen pockets on left sleeve, rib knit cuffs, side vents and drop tail to stay tucked in. All color options must include at least Dark Navy, Black, Charcoal and Red - CornerStone - Item # CS410LS</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Polo to have identification as follows:</u></p> <p>1. APD Emblem chest patch to be sewn on left chest.</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE SIZES _____</p> <p>OVERSIZE CHARGE \$_____ OR + _____% OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES >_____.</p> <p>Total Lead time _____ from vendor to APD</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
4	40	<p><u>Training Uniforms</u></p> <p>Men's Short Sleeve Polo Shirts; With strategically placed mic clips and dual pen pockets, the tactical polos should be designed for law enforcement. Shirt must be snag-proof polyester, double-needle stitching throughout, flat knit collar, 3-button placket with dyed-to-match buttons, mic clips at center placket and shoulders, raglan sleeves, reinforced dual pen pockets on left sleeve, rib knit cuffs, side vents and drop tail to stay tucked in. All color options must include at least Dark Navy, Black, Charcoal and Red - CornerStone –Men's Tactical Short Sleeve Polo</p> <p>CornerStone Item # CS410</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Polo to have identification as follows:</u></p> <p>1. APD Emblem chest patch to be sewn on left chest.</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE SIZES _____</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>Total Lead time _____ from vendor to APD</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
5	12	<p><u>Training Uniforms</u></p> <p>Women's Short Sleeve Polo Shirts; With strategically placed mic clips and dual pen pockets, the tactical polos should be designed for law enforcement. Shirt must be snag-proof polyester, double-needle stitching throughout, flat knit collar, 3-button placket with dyed-to-match buttons, mic clips at center placket and shoulders, raglan sleeves, reinforced dual pen pockets on left sleeve, rib knit cuffs, side vents and drop tail to stay tucked in. All color options must include at least Dark Navy, Black, Charcoal and Red - CornerStone –Women's Tactical Short Sleeve Polo</p> <p>CornerStone Item # CS411</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Polo to have identification as follows:</u></p> <p>1. APD Emblem chest patch to be sewn on left chest.</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE SIZES _____</p> <p>OVERSIZE CHARGE \$_____ OR + _____% OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES >_____.</p> <p>Total Lead time _____ from vendor to APD</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
6	15	<p><u>Admin & Speciality Teams Polo Shirts</u></p> <p>Men's Short Sleeve Polo Shirts; Must include fade-, shrink- and wrinkle-resistant, moisture-wicking fabric, hidden collar buttons, mic clip on shoulders, two-channel pen pocket, gusseted breathable mesh underarm, mic/sunglass clip, extended length for tucking into pant and 94% polyester / 6% spandex interlock</p> <p>All color options must include at least Navy, Black, Charcoal and Red –</p> <p>PROPPER I.C.E. Men's Performance Polo – Item # F5341</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Polo to have identification as follows:</u></p> <p>1. APD Emblem chest patch to be embroidered (badge) on left chest.</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE SIZES _____</p> <p>OVERSIZE CHARGE \$ _____ OR + _____% OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>Total Lead time _____ from vendor to APD</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
7	5	<p><u>Admin & Speciality Teams Polo Shirts</u></p> <p>Women's Short Sleeve Polo Shirts; Must include fade-, shrink- and wrinkle-resistant, moisture-wicking fabric, hidden collar buttons, mic clip on shoulders, two-channel pen pocket, gusseted breathable mesh underarm, mic/sunglass clip, extended length for tucking into pant and 94% polyester / 6% spandex interlock</p> <p>All color options must include at least Navy, Black, Charcoal and Red –</p> <p>PROPPER I.C.E. Women's Performance Polo Item # F5327</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Polo to have identification as follows:</u></p> <p>1. APD Emblem chest patch to be embroidered on left chest.</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE SIZES _____</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>Total Lead time _____ from vendor to APD</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
8	15	<p><u>Admin & Speciality Teams Polo Shirts</u></p> <p>Men's Long Sleeve Polo Shirts; Must include fade-, shrink- and wrinkle-resistant, moisture-wicking fabric, hidden collar buttons, mic clip on shoulders, two-channel pen pocket, gusseted breathable mesh underarm, mic/sunglass clip, extended length for tucking into pant and 94% polyester / 6% spandex interlock</p> <p>All color options must include at least Navy, Black, Charcoal and Red –</p> <p>PROPPER I.C.E. Men's Performance Polo Item # FS315-72</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Polo to have identification as follows:</u></p> <p>1. APD Emblem chest patch to be embroidered on left chest.</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE SIZES _____</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>Total Lead time _____ from vendor to AP</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
9	5	<p><u>Admin & Speciality Teams Polo Shirts</u></p> <p>Women's Long Sleeve Polo Shirts; Must include fade-, shrink- and wrinkle-resistant, moisture-wicking fabric, hidden collar buttons, mic clip on shoulders, two-channel pen pocket, gusseted breathable mesh underarm, mic/sunglass clip, extended length for tucking into pant and 94% polyester / 6% spandex interlock</p> <p>All color options must include at least Navy, Black, Charcoal and Red –</p> <p>PROPPER I.C.E. Women's Performance Polo Item # FS357-72</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Polo to have identification as follows:</u></p> <p>1. APD Emblem chest patch to be embroidered on left chest.</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>STANDARD SIZE RANGES _____</p> <p>OVERSIZE SIZES _____</p> <p>OVERSIZE CHARGE \$ _____ OR + _____% OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>Total Lead time _____ from vendor to AP</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
10	3	<p>5 Star Hat, all available sizes; Hat Color: Dark Navy; to include Black 1-1/2" black rayon braid band</p> <p>Midway 5 Star Hat</p> <p>SIZE RANGES _____</p> <p>Total Lead time _____ from vendor to APD</p>	Each	\$ _____	\$ _____
11	5	<p>Sworn</p> <p>WOMEN'S SYSTEM JACKET – outer shell is 100% waterproof, breathable, blood borne pathogen resistant, fully seam sealed wind resistant nylon, designed to move and breathe while keeping you guarded from the elements. The design is cut specifically to fit a woman's body, and a revolutionary 3-way adjustable hood design and a zip-in Soft-shell give this jacket the edge you need in the field FIRST TACTICAL, WOMEN'S TACTIX SYSTEM JACKET Color BLACK; STYLE # 128502</p> <ul style="list-style-type: none"> OUTER SHELL AND SOFTSHELL SHORT JACKET SYSTEM (TOGETHER): <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Sgt Chevrons to be applied if applicable. Do not include the cost of Chevron or application of Chevron in the unit cost.</u></p> <p>Jacket to have identification as follows:</p> <p>APD EMBLEM PATCH TO BE SEWN ON EACH SLEEVE OF COMPONENT. VELCRO PULL OFF NAME STRIP ON EACH COMPONENT AND THE CHEST BADGE APPLIED TO EACH COMPONENT.</p> <p><u>Outer Jacket Hidden Flap to include Reflective Lettering.</u> Hidden Outer Flap to Include one of the below in Reflective II Lettering in color Silver <u>if applicable</u>. Do not include the cost of reflective lettering on the back of the Outer Jacket in your unit cost.</p> <p>POLICE – 9.5" wide and 5" high</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>STANDARD SIZE RANGES _____</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>Total Lead time _____ from vendor to APD</p> <p>***Note: For cadets and/or new hires</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
12	5	<p>Sworn</p> <p>MEN'S SYSTEM JACKET – outer shell is 100% waterproof, breathable, blood borne pathogen resistant, fully seam sealed wind resistant nylon, designed to move and breathe while keeping you guarded from the elements. The design is cut specifically to fit a woman's body, and a revolutionary 3-way adjustable hood design and a zip-in Soft-shell give this jacket the edge you need in the field FIRST TACTICAL, MEN'S TACTIX SYSTEM JACKET Color BLACK; STYLE # 118520 (OUTER SHELL ONLY)</p> <p>SPECIFICATIONS:</p> <ul style="list-style-type: none"> OUTER SHELL: <ul style="list-style-type: none"> 100% nylon waterproof/breathable shell, fully taped, blood borne pathogen resistant fabric* YKK® zippers Prym® snaps Duraflex® hardware <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Sgt Chevrons to be applied if applicable. Do not include the cost of Chevron or application of Chevron in the unit cost.</u></p> <p><u>Jacket to have identification as follows:</u></p> <p>APD EMBLEM PATCH TO BE SEWN ON EACH SLEEVE OF COMPONENT, VELCRO PULL OFF NAME STRIP, AND CHEST BADGE APPLIED.</p> <p><u>Outer Jacket Hidden Flap to include Reflective Lettering.</u> Hidden Outer Flap to Include one of the below in Reflective II Lettering in color Silver if applicable. Do not include the cost of reflective lettering on the back of the Outer Jacket in your unit cost.</p> <p>POLICE – 9.5" wide and 5" high</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>STANDARD SIZE RANGES _____</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>Total Lead time _____ from vendor to APD</p> <p><u>*Note: Replacement for current officers as needed</u></p>	Each	\$ _____	\$ _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
13	12	<p>Sworn</p> <p>MEN'S SYSTEM JACKET – outer shell is 100% waterproof, breathable, blood borne pathogen resistant, fully seam sealed wind resistant nylon, designed to move and breathe while keeping you guarded from the elements. The design is cut specifically to fit a woman's body, and a revolutionary 3-way adjustable hood design and a zip-in Soft-shell give this jacket the edge you need in the field FIRST TACTICAL, MEN'S TACTIX SYSTEM JACKET Color BLACK; STYLE # 118503</p> <ul style="list-style-type: none"> <p>SOFTSHELL SHORT JACKET 85% nylon, 15% spandex 4-way stretch softshell, water and wind resistant Soft brushed fleece inside YKK® zipper, Prym® snaps, and Duraflex® hardware</p> <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST <u>Sgt Chevrons to be applied if applicable. Do not include the cost of Chevron or application of Chevron in the unit cost.</u></p> <p><u>Jacket to have identification as follows:</u> APD EMBLEM PATCH TO BE SEWN ON EACH SLEEVE OF COMPONENT, VELCRO PULL OFF NAME STRIP, AND CHEST BADGE APPLIED.</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>STANDARD SIZE RANGES _____</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>Total Lead time _____ from vendor to APD</p> <p>**Note: For current officers excluding cadets</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
14	5	<p>Sworn</p> <p>MEN'S SYSTEM JACKET – outer shell is 100% waterproof, breathable, blood borne pathogen resistant, fully seam sealed wind resistant nylon, designed to move and breathe while keeping you guarded from the elements. The design is cut specifically to fit a woman's body, and a revolutionary 3-way adjustable hood design and a zip-in Soft-shell give this jacket the edge you need in the field FIRST TACTICAL, MEN'S TACTIX SYSTEM JACKET Color BLACK; STYLE # 118502</p> <p>SPECIFICATIONS:</p> <ul style="list-style-type: none"> OUTER SHELL AND SOFTSHELL SHORT JACKET SYSTEM (TOGETHER): <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST <u>Sgt Chevrons to be applied if applicable. Do not include the cost of Chevron or application of Chevron in the unit cost.</u></p> <p><u>Jacket to have identification as follows:</u></p> <p>APD EMBLEM PATCH TO BE SEWN ON EACH SLEEVE OF COMPONENT. VELCRO PULL OFF NAME STRIP ON EACH COMPONENT AND THE CHEST BADGE APPLIED TO EACH COMPONENT. OUTER SHELL'S HIDDEN FLAP TO HAVE REFLECTIVE LETTERING "POLICE" ON THE FLAP.</p> <p><u>Outer Jacket Hidden Flap</u> to include Reflective Lettering. Hidden Outer Flap to Include one of the below in Reflective II Lettering in color Silver if applicable. Do not include the cost of reflective lettering on the back of the Outer Jacket in your unit cost.</p> <p>POLICE – 9.5" wide and 5" high</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>STANDARD SIZE RANGES _____</p> <p>** SAMPLE OF ALL APD PATCHES, CHEVRONS AND BADGES WILL BE PROVIDED TO ENSURE ACCURACY OF COLOR, SIZE, ETC. VENDOR TO PROVIDE ALL BADGES FOR UNIFORMS AND KEEP A SET AMOUNT IN STOCK FOR APD TO BE APPLIED AS NEEDED.</p> <p>Total Lead time _____ from vendor to APD</p> <p>***Note: For cadets andlor new hires</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
15	10	<p><u>For NON Sworn New Hires</u></p> <p>Men's or Women's SYSTEM JACKET – outer shell is 100% waterproof, breathable, blood borne pathogen resistant, fully seam sealed wind resistant nylon, designed to move and breathe while keeping you guarded from the elements. The design is cut specifically to fit a woman's body, and a revolutionary 3-way adjustable hood design and a zip-in Soft-shell give this jacket the edge you need in the field FIRST TACTICAL, MEN'S TACTIX SYSTEM JACKET Color BLACK; STYLE # 128502-Women's , 118502-Men's</p> <p>SPECIFICATIONS:</p> <ul style="list-style-type: none"> ● OUTER SHELL AND SOFTSHELL SHORT JACKET SYSTEM (TOGETHER): <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p><u>Non Sworn Jacket to have identification as follows:</u> APD NON SWORN UNIT LOGO EMBROIDERED ON RIGHT CHEST, VELCRO PULL OFF NAME STRIP.</p> <p>Back of <u>Inner Jacket</u> to have reflective lettering applied <u>if applicable</u>. Do not include the cost of reflective lettering on the back of Inner Jacket in your unit cost.</p> <p><u>Outer Jacket Hidden Flap</u> to include Reflective Lettering. Hidden Outer Flap to Include one of the below in Reflective II Lettering in color Silver <u>if applicable</u>. Do not include the cost of reflective lettering on the back of the Outer Jacket in your unit cost.</p> <p>EVIDENCE – 10" wide by 3" high FORENSICS – 10" wide by 3" high</p> <p>OVERSIZE CHARGE \$ _____ OR + _____ % OF UNIT PRICE QUOTED FOR REGULAR SIZES WILL BE CHARGED FOR ALL SIZES > _____.</p> <p>STANDARD SIZE RANGES _____</p> <p>Total Lead time _____ from vendor to APD</p> <p>**Note: For non sworn units jacket for New Hires, Evidence Unit, Forensics Unit.</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
16	12	<p>Non Sworn Polo Shirts- Evidence & Forensics Units</p> <p>Women's Long Sleeve Performance Polo Shirts; First Tactical 121503 Color Asphalt(105)</p> <p>Made to fit women, pen pocket, loops in prime location,</p> <ul style="list-style-type: none"> ● 100% polyester jersey, snag, fade, shrink, and wrinkle resistant ● Wicking fabric with antimicrobial finish ● Industrial strength melamine buttons ● <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p>Unit Logo Embroidery on the left chest in silver thread and Last Name in all caps Embroidered on right chest in silver thread. Back of shirt reflective lettering applied <u>if applicable</u>. (Do not include cost of reflective lettering in unit cost).</p>	Each	\$ _____	\$ _____
17	6	<p>Non Sworn Polo Shirts- Evidence & Forensics Units</p> <p>Men's Long Sleeve Performance Polos Shirts: First Tactical 111503 Color Asphalt(105)</p> <p>100% polyester jersey, snag resistant, moisture wicking, with an antimicrobial finish that will gi. pen pockets which accept embroidery while maintaining functionality. Tapered fit with a full running gusset that provides a smooth, flattering tuck-in. The no roll collar, sized rib knit cuffs won't lose their shape.</p> <ul style="list-style-type: none"> ● 100% polyester jersey, snag, fade, shrink, and wrinkle resistant ● Wicking fabric with antimicrobial finish ● Industrial strength melamine buttons <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p>Unit Logo Embroidery on the left chest in silver thread and Last Name in all caps Embroidered on right chest in silver thread. Back of shirt reflective lettering applied <u>if applicable</u>. (Do not include cost of reflective lettering in unit cost).</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
18	12	<p>Non Sworn Polo Shirts- Evidence & Forensics Units</p> <p>Women's Short Sleeve Performance Polo Shirts; First Tactical 122509 Color Asphalt(105)</p> <ul style="list-style-type: none"> ● 100% polyester jersey, snag, fade, shrink, and wrinkle resistant ● Wicking fabric with antimicrobial finish ● Industrial strength melamine buttons <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p>Unit Logo Embroidery on the left chest in silver thread and Last Name in all caps Embroidered on right chest in silver thread. Back of shirt reflective lettering applied <u>if applicable</u>. (Do not include cost of reflective lettering in unit cost).</p>	Each	\$ _____	\$ _____
19	6	<p>Non Sworn Polo Shirts- Evidence & Forensics Units</p> <p>Men's Short Sleeve Performance Polos Shirts: First Tactical 112509 Color Asphalt(105)</p> <ul style="list-style-type: none"> ● 100% polyester jersey, snag, fade, shrink, and wrinkle resistant ● Wicking fabric with antimicrobial finish ● Industrial strength melamine buttons <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p>Unit Logo Embroidery on the left chest in silver thread and Last Name in all caps Embroidered on right chest in silver thread. Back of shirt reflective lettering applied <u>if applicable</u>. (Do not include cost of reflective lettering in unit cost).</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
20	12	<p>Speciality Units - (ERT, HDT)</p> <p>Men's Defender Long Sleeve Shirt: First Tactical 111004</p> <p>Quarter zip shirt has specialized pockets boasting ample space for oversized gear, a split yoke eliminates unwanted bulk, and oversized sleeve pockets accept patches or embroidery. The forefront of design as articulated elbows, running gussets, and vented mesh locations.</p> <ul style="list-style-type: none"> ● Body: 6.5 oz 100% Polyester jersey; snag, fade and wrinkle resistant with wicking and anti-microbial finish ● Sleeves and collar: 6.9 oz, 55% cotton/45% Cordura® Nylon mechanical 2-way stretch double ripstop with moisture wicking finish ● YKK® zippers ● Duraflex® pulls 	Each	\$ _____	\$ _____
21	12	<p>Speciality Units - (ERT, HDT)</p> <p>Men's Defender Short Sleeve Shirt; First Tactical 112017 Color : OD Green(830)</p> <p>Quarter zip shirt has specialized pockets boasting ample space for oversized gear, a split yoke eliminates unwanted bulk, and oversized sleeve pockets accept patches or embroidery. The forefront of design as articulated elbows, running gussets, and vented mesh locations.</p> <ul style="list-style-type: none"> ● Body: 6.5 oz 100% Polyester jersey; snag, fade and wrinkle resistant with wicking and anti-microbial finish ● Sleeves and collar: 6.9 oz, 55% cotton/45% Cordura® Nylon mechanical 2-way stretch double ripstop with moisture wicking finish ● YKK® zippers ● Duraflex® pulls <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p>	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

ITEM NO	EST. QTY.	DESCRIPTION	UNIT	UNIT COST	EXTENDED COST
22	12	<p>Speciality Units - (ERT, HDT)</p> <p>Men's V2 BDU Long Sleeve Shirt; First Tactical 111008 Color : OD Green(830)</p> <ul style="list-style-type: none"> ● 65% polyester, 35% cotton blend with V2 Technology ● First Tactical's Advanced Fit for updated, professional profile ● 4.0 oz mechanical stretch 2mm x 2mm double micro-ripstop fabric ● DWR water and stain repellent finish ● YKK® zipper ● Melamine buttons ● Active venting system in arched back yoke with soft-touch mesh and enhanced articulation ● External elbow pad pockets to fit First Tactical Internal Elbow Pads ● Includes epaulets/buttons, badge tab, and mic loop kit <p>COST OF EMBLEM AND EMBLEM APPLICATION SHOULD BE INCLUSIVE OF UNIT COST</p> <p>Unit Shoulder Patches Applied , Velcro for Unit Name Tape & Officer Name Tape</p>	Each	\$ _____	\$ _____
23	12	<p>Speciality Units - (ERT, HDT)</p> <p>Men's Defender Pant; First Tactical 114002 Color : OD Green(830)</p> <p>Specialized pockets (28 in total) boast ample space for oversized gear, magazines, and all other equipment. Articulation is at the forefront of design as articulated knees, running gussets throughout, and vented mesh pockets provide advancement movement and breathability.</p> <ul style="list-style-type: none"> ● 55% Cotton, 45% Cordura® Nylon ● 6.9 oz. 2-way mechanical stretch Nyco fabric with double ripstop and moisture wicking finish ● YKK® zippers ● Prym® snaps ● Duraflex® pulls ● Internal knee pad access with articulated knee 	Each	\$ _____	\$ _____

COMPANY NAME: _____ SIGNED: _____

PRICE LIST FOR ADDITIONAL SERVICES

Please list pricing for the application of the following badges as well as pricing for the following services:

- APD Emblem \$ _____
- Sergeant's Chevron \$ _____
- Chest Badge \$ _____
- Stars \$ _____
- Stripes \$ _____
- Hash Marks \$ _____
- Velcro Pull Off Name Strip \$ _____

Reflective Lettering Application for Jackets

- POLICE – 9.5" wide and 5" high \$ _____
- EVIDENCE– 10" wide by 3" high \$ _____
- FORENSICS – 10" wide by 3" high \$ _____

Reflective Lettering Application for Polo Shirts

- FORENSICS – 11" wide by 3.5" high \$ _____

Alterations:

- Hemming \$ _____

Vendor Providing Alterations: Yes No

Outsourcing Alterations: Yes No

ALTERATIONS WILL BE DONE AT THE FOLLOWING LOCATION

Pictures and sizes of emblems and patches are on pages 28-32. Vendor will be responsible for ordering and paying for all emblems and patches to keep in stock. Vendor will pass the cost on to the city as required for uniforms.

COMPANY NAME: _____ SIGNED: _____

**SPECIAL TERMS AND CONDITIONS FOR
UNIFORM AND ACCESSORY ITEMS FOR
THE ASHEVILLE POLICE DEPARTMENT**

1. **SUMMARY:** The purpose of this Request for Bids and Proposal is to establish a fixed price term contract for the estimated annual requirements for Police Uniform and Accessory items for approximately 237 employees of the Asheville Police Department. Orders against this contract will be placed on an as needed basis. Quantities shown for all items are ESTIMATES of requirements for a twelve (12) month period. These quantities will be used for bidding and evaluation purposes. The actual purchase of each item may be more or less than the quantity stated.
2. **DETAILED SPECIFICATIONS:** Detailed specifications for these garments are included in item description. Through an evaluation process conducted by the Police Department, the manufacturers and style nos. identified in the bid item descriptions have been approved for issuance.
3. **EXCEPTIONS/QUESTIONS:** Garments/accessory items must be furnished as requested. No alternates or substitutions will be considered. **Any and all questions about listed items or terms and conditions must be submitted by bidder prior to the close of the questions period noted below.**

Requests for clarifications or questions, must be received by the City of Asheville in writing. Such requests should be E-mailed to City of Asheville, Purchasing Division, Attn. Beatrice Abernathy, COAPurchasingBidSubmittals@ashevillenc.gov Mark in subject box "QUESTIONS Bid Request No. 1645-24". QUESTIONS DUE BY: 3:00 PM LOCAL TIME ON WEDNESDAY, APRIL 17, 2024.

If there are any discrepancies or irregularities in the items specified please bring that to the attention of the city in written form as well.

In the event that clarifications or any changes to the bid document are necessary, changes will be made by written addendum. The City of Asheville will, if necessary, postpone the scheduled opening of bids so as to provide at least seven (7) days between the posting of the amended bid and the revised bid opening date. All addenda must be signed and returned with the final bid package. This bid and any addenda are posted on the City's website and can be accessed at <http://www.ashevillenc.gov/Bids>. It is the vendor's responsibility to assure that all information is submitted.

Bidder's failure to request clarification or ask questions will be interpreted as the bidders' intent to comply fully with the requirements as written. Conditional or qualified bids shall be subject to rejection in whole or in part.

BIDDERS MUST BE AN AUTHORIZED REPRESENTATIVE/ DISTRIBUTOR OF THE MANUFACTURER OF ALL PRODUCTS SUBMITTED.

4. **ISSUING OF ADDENDUM:** **If the need arises the City of Asheville will issue an addendum. Therefore, no oral statements by any person shall modify or otherwise affect the terms, conditions, or specifications stated in this request for bids.** The bidder is cautioned that the requirements of this bid can be altered **only** by written addendum and that verbal communications from any source are of no effect. **The City of Asheville will, if necessary, extend the bid due date in order to allow seven (7) days to respond. All addenda must be signed and returned with the final bid package. This bid and any addenda will be posted on the City's website and can be accessed at <http://www.ashevillenc.gov/Bids>. It is the vendor's responsibility to check this site to assure that the correct bid package is submitted.**
5. **ISSUING OFFICE:** This bid request is issued by the City of Asheville Purchasing Division, 70 Court Plaza Suite 100C, P. O. Box 7148, Asheville, North Carolina 28802. All correspondence and inquiry should be made to this address.
6. **CONTRACT TERM:** The City wishes to establish a term contract for awards made as a result of this bid **for a period of a minimum of twelve (12) months. Additionally, the City would like the option to extend the contract for a minimum of two (2) additional consecutive twelve (12) month terms. Due to price fluctuations in the Consumer Price Index for materials, a market based material escalation/de-escalation clause will be used for the renewal Term(s) of this Contract.**

7. **PRICE ADJUSTMENTS:** After the first year, the following CPI will be used to determine any price adjustments. The adjustment will be made to the original bid price. This adjustment calculation will be final.

CPI for All Urban Consumers (CPI-U)

Series Id: CUUR0000SAA,CUUS0000SAA

Not Seasonally Adjusted

Series Title: Apparel in U.S. city average, all urban consumers, not seasonally adjusted

Area: U.S. city average

Item: Apparel

Base Period: 1982-84=100

Price increases may only be requested by the Vendor, thirty (30) days prior to anniversary date of the Agreement. Failure to do so may result in the denial of any increase requested. A requested price increase will become effective only after approval by the Purchasing Manager. Once approved the price increase will be adjusted into a new base price for the remainder of the contract period.

The percentage increase in the unit pricing may not exceed the percent in the U.S. City Average "Consumer Price Index" (C.P.I.) All items, 1982-84=100 for All Urban Consumers for the Percentage Change from the previous (12) twelve months, as published by the U.S. Department of Labor Bureau of Labor Statistics.

8. **ORAL STATEMENTS:** No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this request for bids and proposals.
9. For the purposes of evaluation, all bids must be submitted on forms provided and shall remain firm for no less than ninety (90) days.
10. **NONCONFORMING TERMS AND CONDITIONS:** A bid response that includes terms and conditions that do not conform to the terms and conditions in this bid document is subject to rejection as non-responsive. The City of Asheville reserves the right to permit the bidder to withdraw non-conforming terms and conditions from its bid response prior to a determination by the City of Asheville of non-responsiveness.
11. **EXPENSES INCURRED IN PREPARING BID:** The City of Asheville accepts no responsibility for any expense incurred by the bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the bidder.
12. **WARRANTIES:** All warranties provided by the manufacturer of the garments proposed will be considered in evaluating proposals. Warranty information submitted should be as part of the specification for the product proposed and must include full manufacturer's warranty coverage. **Each bidder must submit with their proposal a statement of the warranty covering the garment, including the period of warranty, as well as all limitations of the warranty.**
13. **BLACK OUT PERIOD:** Vendors must not make any contact with any City of Asheville Personnel other than those listed in the bid between the date the bid is issued and the actual bid opening date to ensure fairness to all vendors. There will also be no vendor contact during the evaluation period until after the contract award, unless the City has a need to seek clarification from a vendor regarding their bid.
14. **POSTPONEMENT OF BID:** The City of Asheville reserves the right to postpone bid openings for its own convenience. In the event of inclement weather and the City offices are closed, the bid opening will be rescheduled for another day. Please check the city's website for details: <http://AshevilleNC.gov/bids>
15. **OPTION TO PURCHASE ADDITIONAL REQUIREMENTS:** Subject to the successful bidder's acceptance, the City reserves the option to purchase additional quantities as specified herein at the price bid and awarded in this Request for Bids.

16. **ORDERING, SERVICE AND DELIVERY REQUIREMENTS:** Delivery shall be FOB Destination Prepaid to the City of Asheville Police Department, Municipal Building, 100 Court Plaza, Asheville, NC 28801.

A) **On-Line Ordering:** The City requires a program by which the vendor, experienced in the supply of uniforms and equipment, will operate an online ordering system. Additional services for adding patches, embroidery, screen printing, alterations, etc must be accessible on-line as well. **Bidders will be required to submit their system ordering portfolio in detail for APD review to verify if vendor's system can meet the needs of the department.** The selected Vendor shall be responsible for all aspects of providing a program to include, but not limited to the following tracking and reporting requirements:

- Inventory Control
- Individual Orders
- Approval Workflow
- Alterations and Repairs
- Individual Services such as embroidery, screen printing, etc.
- Distribution of all items issued or returned
- Order dates and times and shipping
- Invoicing and/or order reports

B) **Services To Include:** initial measuring, measuring for alterations and completing alterations, emblem application, processing orders and shipping per requirements. Please state below if vendor can comply with requirements. If the vendor cannot meet such requirements, state deviation below. Deviations will be reviewed for responsiveness.

(1) **Measuring sessions for the initial orders:** Vendor will be required to conduct measuring sessions, as needed and mutually agreed upon, at the Asheville Police department located at 100 Court Plaza. **First measurement sessions to be conducted within 10 working days from date of award of bid, and will be the vendor's and APD's responsibility to set up such sessions.**

(2) Additional measuring sessions for new hires or alterations will be scheduled as needed at the predetermined location mutually agreed upon by the Asheville Police Department and the vendor. It is the vendor's responsibility for correctly sizing all garments. The vendor will be responsible for any costs associated with exchanges or returns due to miss sizing.

If an order is placed by the Police Department without proper sizing via PHONE, EMAIL or FAX the City will assume responsibility for sizing errors and any cost associated with exchange or returns.

(3) **Emblems/Patch Application:** Some garments require the application of one or more emblems or patches in area(s) designated by the Asheville Police Department (APD). Any cost associated with this application should be included in the price for each bid item. **Current emblems will be provided to the vendor by the Police Department as samples. The vendor will be responsible for providing proofs of all the necessary patches and emblems for APD's sign off approval. Once approved, the vendor will be responsible for maintaining an appropriate stock amount as needed. Vendor is responsible for providing all emblems and patches. The cost of providing and applying the emblems and patches is to be included in unit cost of items that they are to be applied to.**

(4) **Alterations:** Alteration services **must** be provided. If the vendor cannot or does not wish to perform measurements for alterations, the vendor shall arrange to have alterations personnel at each measuring session. The responsibility for correct measurements is that of the vendor.

(5) **Order Packaging and delivery/shipment of items:** Vendors **must** assume full responsibility for delivery of uniforms and individually package EACH employee's order. Sizes and contents of each order should be clearly marked on the outside with the employee's name.

It will be the Police Department's responsibility to notify officers of pending deliveries. If an employee's order will not be available for scheduled delivery, the vendor should notify the Police Department's Designee Purchasing as soon as possible to allow time to contact the employee.

Note: When a scheduled delivery or measuring sessions falls on a City holiday measuring sessions/deliveries should be re-scheduled for the next regularly scheduled business day or on a date/day agreeable to both parties.

(6) **Lead Times:** Lead time is critical and delivery of items from vendor to APD must be within the specified time as stated on bid, and must include any alterations, embroidery and/or emblem applications. **(For clarification purposes, Lead time denotes the time from when the order is placed by APD to the awarded vendor and ending when the order is received by APD.)** Notification of any late orders must be communicated to the Police Department's Designee as soon as possible to allow time to contact the employee. It will also be the responsibility of APD, when placing orders, to give a sufficient amount of notification to the vendor to obtain and meet these deadlines.

PLEASE INDICATE LEAD TIME ON BID SHEET UNDER EACH ITEM.

17. **SIZES:** Space has been provided on the bid sheets to identify the base unit cost of each item as well as the unit costs for 'oversize' garments. If an additional cost will be incurred (i.e. for longer sleeve lengths, talls, etc.,) bidders should be sure to identify these costs in the area provided or attach a separate sheet referencing the bid item number if adequate space is not available in the area provided for the item impacted. A notation should be made on the bid sheet that relative information is attached elsewhere in the bid response. **If these extra charges are not noted on the bid, they will not be allowed on the invoice.**
18. **BIDDER REFERENCES:** Bidders must be an established uniform vendor with at least three (3) years experience in providing service and/or commodities of this type to accounts equal to or larger in size to the City of Asheville Police Department. Please list **a minimum of three (3) references indicating organizations that have been serviced in the same manner proposed for this contract.** References to include a contact name, telephone number and a valid e-mail address for the contact. The City expects to receive quality uniform items as well as timely, effective and responsive service. It shall be expected that the successful bidder shall have experience, manpower, facilities and financial resources to maintain a successful contract.
19. **GROUND FOR CANCELLATION OF CONTRACT:** Failure to meet delivery requirements for orders or alterations may be grounds for cancellation of the contract and the vendor deemed non-responsible for future bids. Vendors are encouraged to be realistic in determining their lead times and not understate delivery time in an effort to make their bid appear more favorable.
20. **AD VALOREM TAXES:** Bidders/Vendors please note that City Policy adopted by City Council Resolution No. 93-139 prohibits the City from entering into contracts with persons or firms who are delinquent in the payment of ad valorem taxes owed to the City of Asheville.
21. **EVALUATION AND SELECTION OF BIDS:** **THERE WILL BE A SINGLE AWARD FOR THIS BID.**
The statutory provisions controlling purchasing by local governments in N. C. (GS-143-129) includes selection standards for use in making an award. The provision reads "All contracts shall be awarded to the lowest responsive responsible bidder, taking into consideration quality, performance, and the time specified in the bids for the performance of the contract". The successful bidder will be issued a Notice of Award Letter signed by the Purchasing Manager. The City of Asheville reserves the right to accept or reject any or all bids and proposals and further specifically reserves the right to make the award or awards in the best interest of the City of Asheville taking into consideration, but not limited to, the following items:
- a. **Vendor's service capability.** A vendor's capability to service this contract is extremely critical. Therefore, the references provided by the bidder/vendor will weigh heavily in the evaluation of the responsible criteria.
 - b. **Color Match:** Color match to uniforms already in service is critical. Therefore, color match will be a part of the evaluation. It is critical that bidders submit samples for alternates **if approved for consideration.**

If there are discrepancies between unit prices and extensions, the unit price will prevail.

- 22. **VENDOR REGISTRATION:** Bidders are asked to submit vendor information. Bidders may register as a vendor on the City's website at the following link: <https://selfservice.ashevellenc.gov/vss/> Please include commodity codes when registering. If you are an existing vendor, please confirm with Purchasing that you have an email address on file so that you can also begin using Vendor Self Service.
- 22. **E-Verify Employer Compliance:** Per NC HB 786 Session Law 2013-418, Employers and their subcontractors with 25 or more employees as defined, must comply with E-Verify requirements to contract with governmental units. E-Verify is a Federal program and can be accessed via this link: <http://www.uscis.gov/e-verify/employers>.
- 23. **Iran Divestment and Israel Boycott:** City of Asheville staff are responsible for verifying that the contractor is not listed on the Iran Divestment List or the Companies Boycotting Israel Final Divestment List published by the NC State Treasurer pursuant to N.C.G.S. 147-86.60 and 147-86.82. The City shall not contract with any company or their affiliates listed on these divestment lists.
- 24. **ASHEVILLE BUSINESS INCLUSION POLICY:** The City of Asheville has adopted the Asheville Business Inclusion Policy to encourage women and minority businesses' participation in the public bidding process. The purpose of this outreach effort is to increase the likelihood of availability and utilization of MWBEs in the award of contracts. Bidders are hereby notified that this bid is subject to that Policy's provisions. Questions regarding the Asheville Business Inclusion Policy may be directed to the Office of Economic Development, City of Asheville, Post Office Box 7148, Asheville, NC 28802-7148 or by phone at (828) 259-8050 or by email abi@ashevellenc.gov. Bidders are invited to show proof of MWBE status, to include NC Office of Historically Underutilized Businesses or other MWBE certifications. If not already certified with the ABI Office at the City of Asheville, bidders are further invited to become certified with the City of Asheville as an MWBE vendor. Please use this link: [ABI Certifications](#) It is the Policy of the City to (1) provide minorities and women an equal opportunity to participate in all aspects of its contracting and procurement programs and (2) to prohibit any and all discrimination against persons or businesses in pursuit of these opportunities.
- 25. **PERFORMANCE EVALUATION:** Throughout the duration of this contract the successful vendor will be evaluated quarterly on their performance which will include but not be limited to the following:
 - a) On Time Delivery
 - b) Customer Service/Ease of Doing Business
 - c) Quality of Products
 - d) Customer Satisfaction

Below will be the estimated schedule for the 1st term evaluation process and will be scheduled by Beatrice Abernathy, Purchasing Specialist, at least 30 days prior to evaluation date.

Quarterly Evaluation Schedule		
1st Qtr	May 2024 - July 2024	Evaluation in Mid August 2024
2nd Qtr	August 2024 - October 2024	Evaluation in Mid November 2024
3rd Qtr	November 2024 - January 2025	Evaluation in Mid February 2025
4th Qtr	February 2025 - April 2025	Evaluated in Mid May 2025

- 26. **SEASONAL ITEMS:** Seasonal items such as, but not limited to: short sleeve polo's, t-shirts, turtleneck shirts, coats, etc., must be available within the specified lead time. If they are not the City reserves the right to cancel existing order and to purchase from additional sources.
- 27. **ADD ON ITEMS TO THE CONTRACT:** Additional items selected by the Asheville Police Department shall be subject to the same terms and conditions and will be amended to the contract.

28. **STYLE CHANGES:** The City has the option, by process of amendments, to make any corrective changes in item style numbers within the term of the contract, to update to the newest version of clothing.
29. **TAX EXEMPTIONS:** The City of Asheville is exempt from Federal Excise Tax but not from State and Local Sales Tax. Sales tax should not be included in bid prices, but may be added as separate items.
30. **PREPARATION OF FORMS:** All bids must be submitted on the forms provided. Figures should be written in **ink or typewritten**. Any changes on the original bid should be made in ink and initialed by the person signing the proposal. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.
31. **DEADLINE FOR RECEIPT OF BIDS:** The date and time of the bid opening are specified in the bid document. Bids received after that day and time will not be opened.
32. **BID OPENING PROCESS:** The City will hold in-person bid openings as well as virtual. Bid Openings may be attended in person **or** viewed virtually at the time and date noted for the bid opening. There is a Google meeting link on the City's bid page for those who would like to watch it virtually. If you have any questions concerning the meeting link please contact **Beatrice Abernathy** at (828) 259-5954.
33. **SUBMITTAL OF BIDS INCLUDING ALTERNATE/MULTIPLE BIDS:**

All bids should be submitted in a **sealed** (glued/taped) envelope, the outside should be clearly marked with the bid number and the date and time scheduled for the opening of the bid.

Hand Delivery of Bids: Bids may be delivered to the purchasing bid drop box located inside City Hall at the Security Station. The drop box is labeled "Formal Bid Dropbox".

No Hand Delivery of Bids to individuals is allowed. Bids must be in the Formal Bid Dropbox by the deadline even if you are attending the bid opening in person.

Courier Delivery such as UPS or FedEx: All courier deliveries can be addressed to

City of Asheville
 70 Court Plaza (Security Station)
 Asheville, NC 28801
 Attn: Beatrice Abernathy
 Bid # FBR1645-24
 Date/Time bid is Due: April 25, 2024, 3:00 p.m.

Bidders to submit one (1) **original bid package**. When submitting **multiple or Alternate bids**, each bid must be submitted in separate envelopes to be considered.

Bidders also must submit as a part of their bid response, complete documentation and information requested herein including: **Detailed specifications for the product being proposed.**

***PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE BIDDER TO ENSURE WHATEVER METHOD OF DELIVERY IS USED THAT THE BID IS RECEIVED ON TIME.**

34. **INVOICES AND PAYMENTS:** ALL INVOICES AND PACKAGES MUST BEAR A PURCHASE ORDER NUMBER. Rejected materials will be returned to the Vendor at the Vendor's risk and expense. Cash discounts will be deducted as provided herein, or in accordance with the terms of your quotation or bid. DISCOUNT PERIOD WILL DATE FROM RECEIPT OF INVOICE OR RECEIPT OF GOODS, WHICHEVER IS LATER. NET PURCHASES WILL BE PAID 30 DAYS FROM DATE OF YOUR INVOICE. **The City is exempt from Federal Excise Tax but not from State and Local Sales Tax. This tax must be shown as separate items on invoice.** Purchases for resale are covered by resale exemption No. 901-1-011-12821.

MAIL INVOICE TO: CITY OF ASHEVILLE ACCOUNTING DIVISION, P.O. BOX 7148, ASHEVILLE, N.C. 28802 OR E-MAIL TO APAYABLE@ASHEVILLENC.GOV

BID REQUEST NO. FBR 1645-24

NON-COLLUSION STATEMENT

UNIFORMS-ASHEVILLE POLICE DEPARTMENT
FOR THE CITY OF ASHEVILLE

THE UNDERSIGNED AFFIRMS THAT THE BID MADE HERE-IN IS MADE WITHOUT ANY CONNECTIONS WITH ANY OTHER PERSON, OR PERSONS, MAKING ANY OTHER BID FOR THE ABOVE ITEM(S): THAT IT IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD:

THAT _____ (FIRM NAME) IS NOT CONNECTED IN ANY OFFICIAL CAPACITY WITH THE CITY OF ASHEVILLE, AND THAT NO PERSON, OR PERSONS, ACTING IN SUCH CAPACITY ARE DIRECTLY, OR INDIRECTLY, INTERESTED HEREIN OR IN ANY OF THE PROFIT ARISING OR ANTICIPATED FROM THIS TRANSACTION.

IN MAKING THIS BID, IT IS UNDERSTOOD AND AGREED, THAT THE CONDITIONS SET FORTH IN THE ADVERTISEMENT FOR BIDS, INSTRUCTIONS TO BIDDERS, TERMS AND CONDITIONS AND SPECIFICATIONS TOGETHER WITH THE BID SHALL FORM A PART OF AND BE CONSTRUED WITH THE CONTRACT MADE UNDER THE SAME.

THE ACCEPTANCE OF THIS BID BY THE CITY OF ASHEVILLE, AS EVIDENCED BY THE ISSUANCE OF A CITY OF ASHEVILLE PURCHASE ORDER, WILL BE HELD TO BE A MUTUAL AGREEMENT AS TO EACH AND EVERY CLAUSE OF THIS BID AND TO CONSTITUTE A CONTRACT BETWEEN THE PARTIES HERETO.

FIRM NAME: _____

ADDRESS: _____

BY: _____

TITLE: _____

Size

3.5 x 4.5



3.00 x 3.25



2.375 x 3.5



2.375 x 3.5



2.375 x 3.5



2.375 x 3.5



2.375 x .3.5



2.375 x 3.5



Unit Patch with Velcro



Shoulder Patch

