

BID PAR114218 YOUTH SOCCER UNIFORMS

Request for Bids and Resulting Contract

GENERAL BID REQUIREMENTS

1.0 SCOPE:

Salt Lake County Contracts and Procurement, on behalf of its Parks and Recreation Division, invites your company to bid on providing YOUTH SOCCER UNIFORMS for participants in the Salt Lake County Recreation youth soccer programs. Uniforms are to include jersey shirts, shorts, and socks or a combination thereof.

The Parks and Recreation Division's intent is to continue to deliver quality soccer programs by maintaining the uniform to include a fabric with moisture wicking capabilities. Uniforms will be 3 colors (includes fabric color jersey). In addition, to give a professional presentation of integrity through the jerseys, a heat transfer or sublimation process for logos and numbering is required.

The Parks and Recreation Division may choose to update uniform styles after the first two (2) years of the contract. Please include Specifications and Pricing information for two styles of uniforms. Both styles must be offered at the same price. Awarded vendor will receive notice of any requested change to alternate style at least three (3) months in advance of order.

Bidder must supply factory literature and detailed information stating the process by which their fabric is treated to transport moisture and thermoregulate by using a chemical process. This process involves chemically modifying the fibers resulting in a permanent treatment which cannot be removed by laundering.

2.0 CONTENTS:

If any provision or specification in this "Request for Bids and Resulting Contract" (RFC) is ambiguous or is disputed by a bidder, the bidder must notify the County Contracts and Procurement Division prior to the opening of the bids. No dispute or protest concerning the ambiguity of these specifications or provisions of this RFC shall be accepted following opening of the bids.

3.0 QUESTIONS:

Questions shall be submitted through our online solicitation system, Utah Public Procurement Place ([UPPP](#)) powered by Jaggaer / SciQuest. Questions are due prior to the question due date and time specified. If a question/answer changes the RFC document, the change will be released in an amendment to the solicitation event. Bidders who have stated their "Intent to Bid" in the UPPP system will receive email notice of questions and amendments. Do NOT contact the Agency, Division, Department, or other County officers or employees.

4.0 CONTRACT TERM:

The contract(s) resulting from this solicitation will become effective on the date of execution with a five (5) year term. The County reserves the right to review the contract(s) on a regular basis regarding performance and cost analysis and may negotiate price and service elements during the term of the contract.

5.0 ANNUAL PURCHASES:

No minimum or maximum quantity or purchases under this contract can be specified. For information purposes only and not as a guarantee of usage by the County, the approximate annual amount under this contract may be \$150,000.00

6.0 DELIVERY:

The uniform unit pricing offered must include delivery charges except for expedited shipping that is required by the County (See Attachment 1). Bidder hereby agrees to deliver packaged and labeled team sets to the individual recreation facilities boxed by age divisions (See Attachment 1 for Specifications). As the soccer program expands, there may be additional facilities that may be added to the delivery schedule. All packaging, labeling of team sets, boxing by age division, and delivery to the various recreation facilities must be included in the uniform unit price. The bid pricing being offered must include delivery charges and be shipped FOB Destination, Freight Pre-Paid.

As registration periods are completed, the Salt Lake County Youth Soccer Program representative will provide a list detailing the number of uniform sets and sizes (Pre-K through 12th Grade) to be delivered to the various facilities listed in Attachment 1.

7.0 AWARD:

Salt Lake County may award bids and contracts to suppliers through a preference system. Please refer to the preference attachment.

Salt Lake County may reject any or all bids if it is deemed to be in the best interest of the County.

Contract will be awarded to the lowest responsive, responsible bidder bidding the lowest overall cost including delivery and meeting specifications.

8.0 PRICING:

County will determine the low bidder based upon price(s) bid on the attached price schedule (See Attachment 2 – Price Schedule). The price to be paid by County upon each order placed under the contract will be the price that the successful bidder submitted for that item. Bid price(s) are to remain firm for the first three (3) years of the contract, with an option to increase up to 3% for the remaining two (2) years of the contract (See Section 10.0 Price Escalation / De-Escalation).

9.0 PARTIAL BID SUBMISSION:

Submission of a partial listing of items on the bid schedule sample list may result in your bid being deemed non-responsive.

10.0 PRICE ESCALATION / DE-ESCALATION:

The price(s) proposed must be guaranteed for 36 months and any request for price adjustment must be for the remaining two (2) years of the contract. A request for a price increase must include sufficient documentation supporting the request. Justification for a price increase should be linked to an independent index or indicator not controlled by either the County or the Proposer and cannot exceed 3% for the remaining two (2) years of the contract. The County may reject or accept price escalation in its sole discretion. Any price escalation to the contract must be approved by the County as a written amendment to the resulting agreement.

The County will be given the immediate benefit of any decrease in the market, or allowable discount.

The County has the right to correct an incorrect invoice before paying.

11.0 ORDER PLACEMENT:

Three (3) initial orders will be placed annually as programs are initiated. Orders will be placed a minimum of 45 days prior to delivery date. There will be subsequent smaller fill- in orders of uniforms up to approximately two (2) weeks before the program start dates; bidder shall guarantee same uniform and pricing as provided on the initial order with no unit price increase. Due to limited storage at the facilities, delivery on the initial orders shall be between twenty-one (21) and fourteen (14) days prior to program start date.

12.0 WARRANTY:

The successful bidder shall be responsible for correcting all errors, and/or problems encountered with packaging, printing, omissions, wrong colors, etc. at no additional cost to the County.

13.0 AUDITING:

The supplier agrees, at no additional cost, to make available to Salt Lake County all records, published price lists, and invoices relative to this contract. Information to assist Salt Lake County personnel in performing periodic audits and price checks will be provided during regular business hours.

14.0 TERMS AND CONDITIONS:

Bidder agrees that if awarded a contract under this solicitation, Salt Lake County's Terms and Conditions, attached, will apply.

15.0 PAYMENT:

Payment will be made after completion of delivery and signed acceptance by the County.

16.0 SAMPLES:

Bidder is to include samples of one (1) each of Shirt, Shorts, and Socks. Bidder may choose size of samples to be submitted with the bid. Sample must be of the shape, color, and material as requested, so County can view the quality that bidder is offering. Samples not meeting requirements may be determined as non-responsive. Sample must be marked "Sample, Bid #PAR114218" and be delivered to Salt Lake County

Parks and Recreation 2001 S State Street, S4-700, SLC, UT 84190 before the bid closing date as advertised on the OSS.

17.0 SERVICE FACILITY

Bidder shall have a service facility and personnel authorized to perform warranty work. Facility must be located within 25 miles of Salt Lake County.

18.0 REFERENCES

Please include a written list of names and addresses of three (3) customers that are current or recent users of the same equipment, product or goods as bid to which the bidder has furnished the same prior to this RFC. Failure to supply the County with said reference list or failure to supply the County with an explanation acceptable to Salt Lake County as to the absence of said list may render the bid non-responsive. Negative responses from references may cause this bid to be considered non-responsive (See Attachment 3 for References).