

- (1) This Agreement;
- (2) Vendor's Response to IFB;
- (3) City's Invitation for Bids, exhibits, and attachments.

B. **City** means the City of Round Rock, Williamson and Travis Counties, Texas.

C. **Effective Date** means the date upon which the binding signatures of both parties to this Agreement are affixed.

D. **Force Majeure** means acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, orders of any kind from the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, restraint of the government and the people, civil disturbances, explosions, or other causes not reasonably within the control of the party claiming such inability.

E. **Goods and services** mean the specified services, supplies, materials, commodities, or equipment.

2.01 EFFECTIVE DATE; TERM

A. This Agreement shall be effective on the date it has been signed by both parties hereto, and shall remain in full force and effect, unless and until it expires by operation of the term stated herein, or until terminated as provided herein.

B. The term of this Agreement is for sixty months (60) months from the effective date hereof. City reserves the right to review the relationship at any time, and may elect to terminate this Agreement, with or without cause, or may elect to continue.

3.01 CONTRACT DOCUMENTS AND EXHIBITS

City selected Vendor to supply the services as outlined in the IFB and Response to IFB submitted by Vendor, all as specified in Exhibit "A," attached hereto and incorporated herein by reference. The intent of these documents is to formulate an Agreement listing the responsibilities of both parties as outlined in the IFB and as offered by Vendor in its Response to the IFB.

The services which are the subject of this Agreement are described in Exhibit "A" and, together with this Agreement, comprise the total Agreement and they are fully a part of this Agreement as if repeated herein in full.

4.01 ITEMS AWARDED; SCOPE OF WORK

A. All bid items listed on “Attachment A – Bid Sheet” in Exhibit “A” are awarded to Vendor.

B. For purposes of this Agreement, City has issued documents delineating the required services (specifically Invitation for Bid Solicitation Number 18-007REBID. Vendor has issued its response agreeing to provide all such required service in all specified particulars. All such referenced documents are included in Exhibit “A.” When taken together with the appended exhibits, this Agreement shall evidence the entire understanding and agreement between the parties and shall supersede any prior proposals, correspondence or discussions.

C. Vendor shall satisfactorily provide all services described under the attached exhibits within the contract term specified in Section 2.01. Vendor’s undertakings shall be limited to performing services for the City and/or advising City concerning those matters on which Vendor has been specifically engaged. Vendor shall perform its services in accordance with this Agreement, in accordance with the appended exhibits, in accordance with due care, and in accordance with prevailing industry standards for comparable services.

5.01 COSTS

A. The bid costs listed on Attachment A – Bid Sheet of Exhibit “A,” which are specifically relevant to the referenced bid items, shall be the basis of any charges collected by Vendor.

B. Vendor specifically acknowledges and agrees that City may not expend in excess of **Six Hundred One Thousand Three Hundred Thirty-Eight and 65/100 Dollars (\$601,338.65) per year** for Vendor’s services for a total not-to-exceed amount of **Three Million Six Thousand Six Hundred Ninety-Three and 25/100 Dollars (\$3,006,693.25)** for the term of this Agreement.

6.01 INVOICES

All invoices shall include, at a minimum, the following information:

- A. Name and address of Vendor;
- B. Purchase Order Number;
- C. Description and quantity of items received or services provided; and
- C. Delivery or performance dates.

7.01 INTERLOCAL COOPERATIVE CONTRACTING/PURCHASING

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under Government Code, Title 7, Chapter 791, Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102.

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City's bid, with the consent and agreement of the successful vendor(s) and the City. Such agreement shall be conclusively inferred for the vendor from lack of exception to this clause in the vendor's response. However, all parties hereby expressly agree that the City is not an agent of, partner to, or representative of those outside agencies or entities and that the City is not obligated or liable for any action or debts that may arise out of such independently-negotiated "piggyback" procurements.

8.01 NON-APPROPRIATION AND FISCAL FUNDING

This Agreement is a commitment of City's current revenues only. It is understood and agreed that City shall have the right to terminate this Agreement at the end of any City fiscal year if the governing body of City does not appropriate funds sufficient to purchase the services as determined by City's budget for the fiscal year in question. City may effect such termination by giving Vendor a written notice of termination at the end of its then current fiscal year.

9.01 PROMPT PAYMENT POLICY

In accordance with Chapter 2251, V.T.C.A., Texas Government Code, payment to Vendor will be made within thirty (30) days of the day on which City receives the performance, supplies, materials, equipment, and/or deliverables, or within thirty (30) days of the day on which the performance of services was complete, or within thirty (30) days of the day on which City receives a correct invoice for the performance and/or deliverables or services, whichever is later. Vendor may charge interest on an overdue payment at the "rate in effect" on September 1 of the fiscal year in which the payment becomes overdue, in accordance with V.T.C.A., Texas Government Code, Section 2251.025(b); however, this Policy does not apply to payments made by City in the event:

- A. There is a bona fide dispute between City and Vendor, a contractor, a subcontractor or supplier about the goods delivered or the service performed that cause the payment to be late; or
- B. The terms of a federal contract, grant, regulation, or statute prevent City from making a timely payment with federal funds; or
- C. There is a bona fide dispute between Vendor and a subcontractor or between a subcontractor and its supplier about the goods delivered or the service performed

that causes the payment to be late; or

- D. Invoices are not mailed to City in strict accordance with instructions, if any, on the purchase order or the Agreement or other such contractual agreement.

10.01 GRATUITIES AND BRIBES

City may, by written notice to Vendor, cancel this Agreement without liability to Vendor if it is determined by City that gratuities or bribes in the form of entertainment, gifts, or otherwise were offered or given by Vendor or its agents or representatives to any City officer, employee or elected representative with respect to the performance of this Agreement. In addition, Vendor may be subject to penalties stated in Title 8 of the Texas Penal Code.

11.01 TAXES

City is exempt from Federal Excise and State Sales Tax; therefore, tax shall not be included in Vendor's charges.

12.01 ORDERS PLACED WITH ALTERNATE VENDORS

If Vendor cannot provide the goods as specified, City reserves the right and option to obtain the products or services from another supplier or suppliers.

13.01 INSURANCE

Vendor shall meet all requirements as stated in the attached IFB Number 18-007REBID, including all attachments and exhibits thereto, and Vendor's bid response.

14.01 CITY'S REPRESENTATIVE

City hereby designates the following representatives authorized to act in its behalf with regard to this Agreement:

Chief Allen Banks
Chief of Round Rock Police Department
2701 North Mays Street
Round Rock, Texas 78665
(512) 218-5521
abanks@roundrocktexas.gov

Chief Robert Isbell
Chief of Round Rock Fire Department
203 Commerce Boulevard
Round Rock, Texas 78664
(512) 218-6630
risbell@roundrocktexas.gov

15.01 RIGHT TO ASSURANCE

Whenever either party to this Agreement, in good faith, has reason to question the other party's intent to perform hereunder, then demand may be made to the other party for written assurance of the intent to perform. In the event that no written assurance is given within the reasonable time specified when demand is made, then and in that event the demanding party may treat such failure as an anticipatory repudiation of this Agreement.

16.01 DEFAULT

If Vendor abandons or defaults under this Agreement and is a cause of City purchasing the specified goods elsewhere, Vendor agrees that it may be charged the difference in cost, if any, and that it will not be considered in the re-advertisement of the service and that it may not be considered in future bids for the same type of work unless the scope of work is significantly changed.

Vendor shall be declared in default of this Agreement if it does any of the following:

- A. Fails to make any payment in full when due;
- B. Fails to fully, timely and faithfully perform any of its material obligations under this Agreement;
- C. Fails to provide adequate assurance of performance under the "Right to Assurance" section herein; or
- D. Becomes insolvent or seeks relief under the bankruptcy laws of the United States.

17.01 TERMINATION AND SUSPENSION

A. City has the right to terminate this Agreement, in whole or in part, for convenience and without cause, at any time upon thirty (30) days' written notice to Vendor.

B. In the event of any default by Vendor, City has the right to terminate this Agreement for cause, upon ten (10) days' written notice to Vendor.

C. Vendor has the right to terminate this Agreement only for cause, that being in the event of a material and substantial breach by City or by mutual agreement to terminate evidenced in writing by and between the parties.

D. In the event City terminates under subsections (A) or (B) of this section, the following shall apply: Upon City's delivery of the referenced notice to Vendor, Vendor shall discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders and contracts are chargeable to this Agreement. Within thirty (30) days after such notice of termination, Vendor shall submit a statement showing in detail the goods and/or services satisfactorily performed under this Agreement to the date of termination. City shall then pay Vendor that portion of the charges, if undisputed. The parties agree that Vendor is not entitled to compensation for services it would have performed under the remaining term of the Agreement except as provided herein.

18.01 INDEMNIFICATION

Vendor shall defend (at the option of City), indemnify, and hold City, its successors, assigns, officers, employees and elected officials harmless from and against all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney's fees, and any and all other costs or fees arising out of, or incident to, concerning or resulting from the fault of Vendor, or Vendor's agents, employees or subcontractors, in the performance of Vendor's obligations under this Agreement, no matter how, or to whom, such loss may occur. Nothing herein shall be deemed to limit the rights of City or Vendor (including, but not limited to the right to seek contribution) against any third party who may be liable for an indemnified claim.

19.01 COMPLIANCE WITH LAWS, CHARTER AND ORDINANCES

A. Vendor, its agents, employees and subcontractors shall use best efforts to comply with all applicable federal and state laws, the Charter and Ordinances of the City of Round Rock, as amended, and with all applicable rules and regulations promulgated by local, state and national boards, bureaus and agencies.

B. Vendor acknowledges and understands that City has adopted a Storm Water Management Program (SWMP) and an Illicit Discharge Ordinance, Sections 14-139 through 14-152 of the City's Code of Ordinances, to manage the quality of the discharges from its Municipal Separate Storm Sewer System (MS4) and to be in compliance with the requirements of the Texas Commission on Environmental Quality (TCEQ) and the Texas Pollutant Discharge Elimination System (TPDES). The Vendor agrees to perform all operations on City-owned facilities in compliance with the City's Illicit Discharge Ordinance to minimize the release of pollutants into the MS4. The Vendor agrees to comply with of the City's stormwater control measures, good housekeeping practices and any facility specific stormwater management operating procedures specific to a certain City facility. In addition, the Vendor agrees to comply with any applicable TCEQ Total Maximum Daily Load (TMDL) Requirements and/or I-Plan requirements.

C. In accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract with a company for goods and services unless the contract contains written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of this contract. The signatory executing this Agreement on behalf of Vendor verifies Vendor does not boycott Israel and will not boycott Israel at any term of this Agreement.

20.01 ASSIGNMENT AND DELEGATION

The parties each hereby bind themselves, their successors, assigns and legal representatives to each other with respect to the terms of this Agreement. Neither party shall assign, sublet or transfer any interest in this Agreement without prior written authorization of the other party.

21.01 NOTICES

All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

1. When delivered personally to the recipient's address as stated in this Agreement; or
2. Three (3) days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated in this Agreement.

Notice to Vendor:

Galls, LLC
1340 Russell Cave Road
Lexington, Kentucky 40505

Notice to City:

City Manager
221 East Main Street
Round Rock, TX 78664

AND TO: Stephen L. Sheets, City Attorney
309 East Main Street
Round Rock, TX 78664

Nothing contained herein shall be construed to restrict the transmission of routine communications between representatives of City and Vendor.

22.01 APPLICABLE LAW; ENFORCEMENT AND VENUE

This Agreement shall be enforceable in Round Rock, Texas, and if legal action is necessary by either party with respect to the enforcement of any or all of the terms or conditions

herein, exclusive venue for same shall lie in Williamson County, Texas. This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

23.01 EXCLUSIVE AGREEMENT

This document, and all appended documents, constitutes the entire Agreement between Vendor and City. This Agreement may only be amended or supplemented by mutual agreement of the parties hereto in writing, duly authorized by action of the City Manager or City Council.

24.01 DISPUTE RESOLUTION

City and Vendor hereby expressly agree that no claims or disputes between the parties arising out of or relating to this Agreement or a breach thereof shall be decided by any arbitration proceeding, including without limitation, any proceeding under the Federal Arbitration Act (9 USC Section 1-14) or any applicable state arbitration statute.

25.01 SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

26.01 MISCELLANEOUS PROVISIONS

Standard of Care. Vendor represents that it employs trained, experienced and competent persons to perform all of the services, responsibilities and duties specified herein and that such services, responsibilities and duties shall be performed in a manner according to generally accepted industry practices.

Time is of the Essence. Vendor understands and agrees that time is of the essence and that any failure of Vendor to fulfill obligations for each portion of this Agreement within the agreed timeframes will constitute a material breach of this Agreement. Vendor shall be fully responsible for its delays or for failures to use best efforts in accordance with the terms of this Agreement. Where damage is caused to City due to Vendor's failure to perform in these circumstances, City may pursue any remedy available without waiver of any of City's additional legal rights or remedies.

Force Majeure. Neither City nor Vendor shall be deemed in violation of this Agreement if it is prevented from performing any of its obligations hereunder by reasons for which it is not

responsible as defined herein. However, notice of such impediment or delay in performance must be timely given, and all reasonable efforts undertaken to mitigate its effects.

Multiple Counterparts. This Agreement may be executed in multiple counterparts, any one of which shall be considered an original of this document; and all of which, when taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, City and Vendor have executed this Agreement on the dates indicated.

City of Round Rock, Texas

By: _____
Printed Name: _____
Title: _____
Date Signed: _____

Galls, LLC

By:  _____
Printed Name: R. Michael Andrews Jr.
Title: CFO
Date Signed: 10/08/2018

Attest:

By: _____
Sara White, City Clerk

For City, Approved as to Form:

By: _____
Stephan L. Sheets, City Attorney



City of Round Rock, Texas
Purchasing Division
221 East Main Street
Round Rock, Texas 78664-5299
www.roundrocktexas.gov

INVITATION FOR BID (IFB)

UNIFORMS FOR POLICE AND FIRE DEPARTMENTS

SOLICITATION NUMBER 18-007REBID

JUNE 2018

Exhibit "A"

PART I
GENERAL REQUIREMENTS
UNIFORMS FOR POLICE AND FIRE DEPARTMENTS

1. **PURPOSE:** The City of Round Rock, herein after "the City" seeks bids from firms experienced in the supply of work and dress uniforms for the Police and Fire Departments. The awarded vendor shall also provide services to include, but are not limited to on-site sizing, minor and major alterations, delivery, database/record keeping/maintenance of all sizing profiles, and adequate stock of garments to outfit new officers and replace garments, as needed and in the specified time period.
2. **SOLICITATION PACKET** – This solicitation packet is comprised of the following:

Description	Index
Part I – General Requirements	Pages 2 – 5
Part II – Definitions, Standard Terms and Conditions and Insurance Requirements	Page 5
Part III – Supplemental Terms and Conditions	Pages 6 – 8
Part IV – Specifications	Pages 9 – 10
Attachment A – Bid Sheet	Page 11
Attachment B – Reference Sheet	Page 12
Attachment C – Respondent's Questionnaire	Page 13

3. **AUTHORIZED PURCHASING CONTACT:** For questions or clarification of specifications, you may contact:

Yvonne Hopkins, CTPM
 Purchaser, Purchasing Division
 Finance Dept
 City of Round Rock
 E-mail: yhopkins@roundrocktexas.gov

OR
 Oscar Wise, CTCM
 Purchasing Technician, Purchasing Division
 Finance Dept
 City of Round Rock
 E-mail: owise@roundrocktexas.gov

The individuals listed above may be contacted by e-mail for clarification of the specifications only. No authority is intended or implied that specifications may be amended or alterations accepted prior to solicitation opening without written approval of the City of Round Rock through the Purchasing Department.

4. **SCHEDULE OF EVENTS:** It is the City's intention to follow the solicitation timeline below:

EVENT	DATE
Solicitation released	June 29, 2018
Mandatory Pre-Bid meeting	Friday July 13, 2018 @ 9:00AM, CST
Deadline for submission of questions	Tuesday July 17, 2018 @ 5:00PM, CST
City responses to questions or addendums	Thursday July 19, 2018 by 5:00PM, CST
Deadline for submission of responses	Thursday July 26, 2018 @ 3:00PM, CST

All questions regarding the solicitation shall be submitted in writing by 5:00PM, CST on the due date noted above. A copy of all questions submitted and the City's response to the questions shall be posted on the City's webpage in the form of an addendum at:

<https://www.roundrocktexas.gov/businesses/solicitations/>.

Questions shall be submitted in writing to the "Authorized Purchasing Contact". The City reserves the right to modify these dates. Notice of date change will be posted to the City's website:

<https://www.roundrocktexas.gov/businesses/solicitations/>.

5. **SOLICITATION UPDATES:** Respondents shall be responsible for monitoring the City's website at <https://www.roundrocktexas.gov/businesses/solicitations/> for any updates pertaining to the solicitation described herein. Various updates may include addendums, cancellations, notifications, and any other pertinent information necessary for the submission of a correct and accurate response. The City will not be held responsible for any further communication beyond updating the website.

6. **MANDATORY PRE-BID MEETING:** A pre-bid meeting will be conducted to fully acquaint Respondents with the specifications and bid submittal requirements. The pre-bid meeting is required for vendors. The pre-bid meeting will be conducted on the date specified in PART I Section 4 – Schedule of Events.

6.1 Attendance at the pre-bid meeting is MANDATORY. Respondents shall sign-in at the pre-bid meeting to document their attendance.

6.2 **Mandatory Pre-Bid meeting location:**

City of Round Rock - City Hall
 221 E. Main Street
 Round Rock, TX 78664

6.3 Respondents are strongly encouraged to bring a copy of the solicitation document with them to the pre-bid meeting.

7. **RESPONSE DUE DATE:** Signed and sealed responses are due at or before 3:00PM, on the due date noted in PART I, Section 4 – Schedule of Events. Mail or hand deliver sealed responses to:

City of Round Rock
 Attn: Yvonne Hopkins
 Purchasing Department
 221 E. Main Street
 Round Rock, Texas 78664-5299

7.1 Sealed responses shall be clearly marked on the outside of packaging with the Solicitation title, number, due date and "DO NOT OPEN".

7.2 Facsimile or electronically transmitted responses are not acceptable.

7.3 Responses cannot be altered or amended after opening.

7.4 No response can be withdrawn after opening without written approval from the City for an acceptable reason.

- 7.5 The City will not be bound by any oral statement or offer made contrary to the written specifications.
- 7.6 Samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City.
8. **RESPONDENT REQUIREMENTS:** The City of Round Rock makes no warranty that this checklist is a full comprehensive listing of every requirement specified in the solicitation. This list is only a tool to assist participating Respondents in compiling their final responses. Respondents are encouraged to carefully read the entire solicitation.
- 8.1 Respondent shall submit one (1) evident signed "Original" and two (2) copies of the IFB response and one (1) electronic copy of the IFB response on a flash drive. The submittal is required to include all addendums and requested attachments. The bid response along with samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City.
- 8.2 This Invitation For Bid (IFB) does not commit the City to contract for any supply or service. Respondents are advised that the City will not pay for any administrative costs incurred in response preparation to this IFB; all costs associated with responding to this IFB will be solely at the interested parties' expense. Not responding to this IFB does not preclude participation in any future RFP/RFQ/IFB.
- For your bid to be responsive, the attachments and addendums identified below shall be submitted with your proposal response:**
- 8.3 **ATTACHMENT A – BID SHEET:** The bid response shall be submitted on itemized, signed Bid Sheet provided in the solicitation packet. Failure to complete and sign the bid sheet may result in disqualification. If there is a conflict between the unit price and extended price, the unit price will take precedence. Submission of responses on forms other than the City's Solicitation Document may result in disqualification of the response.
- 8.4 **ATTACHMENT B – REFERENCE SHEET:** Provide the name, address, telephone number and **E-MAIL** of at least three (3) valid Municipal, Government agencies or firms of comparable size that have utilized services that are similar in type and capacity within the last two (2) years. City of Round Rock references are not applicable. References may be checked prior to award. If references cannot be confirmed or if any negative responses are received it may result in the disqualification of submittal.
- 8.5 **ATTACHMENT C – RESPONDENT QUESTIONNAIRE:** Complete and submit Attachment C – Questionnaire with your Bid packet. Attach additional pages as needed. Failure to complete the respondent questionnaire may result in disqualification.
- 8.6 **ADDENDUMS:** Addendums may be posted to this solicitation. Bidders are required to submit all addendums, signed and dated with their sealed response. The Bidder shall be responsible for monitoring the City's website at <https://www.roundrocktexas.gov/businesses/solicitations/> for any updates pertaining to the solicitation.
9. **BEST VALUE EVALUATION AND CRITERIA:** The City reserves the right to reject any or all responses, or to accept any response deemed most advantageous, or to waive any irregularities or informalities in the response received that best serves the interest and at the sole discretion of the City. All solicitations received may be evaluated based on the best value for the City. In determining best value, the City may consider:
- 9.1 Purchase price;
- 9.2 Reputation of Respondent and of Respondent's goods and services;
- 9.3 Quality of the Respondent's goods and services;
- 9.4 The extent to which the goods and services meet the City's needs;
- 9.5 Respondent's past performance with the City;
- 9.6 The total long-term cost to the City to acquire the Respondent's goods or services;
- 9.7 Any relevant criteria specifically listed in the solicitation.
- 9.8 **EVALUATION FACTORS:** Total 100 Points
Point allocation:
- Cost – 60 Points

- Response to Attachment C – Respondent Questionnaire – **40 Points**
 - Record keeping and maintenance database/system – 20 Points
 - Alterations/embroidery options – 5 Points
 - Uniform delivery process – 5 Points
 - Process for back-ordered items – 5 Points
 - Process for handling expedited order requests – 5 Points

Respondents may be contacted for clarification of bid and/or to discuss details of the services they are proposing. This may include a presentation of the online ordering system and record keeping maintenance system and/or the request for additional material/information.

- 10. CONFIDENTIALITY OF CONTENT:** As stated in Section 16 of City of Round Rock Purchasing Definitions, Standard Terms and Conditions, all documents submitted in response to a solicitation shall be subject to the Texas Public Information Act. Following an award, responses are subject to release as public information unless the response or specific parts of the response can be shown to be exempt from the Texas Public Information Act. Pricing is not considered to be confidential under any circumstances.
- 10.1** Information in a submittal that is legally protected as a trade secret or otherwise confidential must be clearly indicated with stamped, bold red letters stating "CONFIDENTIAL" on that section of the document. The City will not be responsible for any public disclosure of confidential information if it is not clearly marked as such.
- 10.2** If a request is made under the Texas Public Information Act to inspect information designated as confidential, the Respondent shall, upon request from the City, furnish sufficient written reasons and information as to why the information should be protected from disclosure. The matter will then be presented to the Attorney General of Texas for final determination.
- 11. CERTIFICATE OF INTERESTED PARTIES:** Section 2252.908 of the Texas Government Code requires the successful offeror to complete a Form 1295 "Certificate of Interested Parties" that is signed and notarized for a contract award requiring council authorization. The "Certificate of Interested Parties" form must be completed on the Texas Ethics Commission website, printed, signed and submitted to the City by the authorized agent of the Business Entity with acknowledgment that disclosure is made under oath and under penalty of perjury prior to final contract execution. Link to Texas Ethics Commission Webpage:
https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

PART II

DEFINITIONS, STANDARD TERMS AND CONDITIONS, AND INSURANCE REQUIREMENTS

- 1. DEFINITIONS, STANDARD TERMS AND CONDITIONS:** By submitting a response to this solicitation, the Bidder agrees that the City's Definitions, Standard Terms and Conditions, in effect at the time of release of the solicitation, shall govern unless specifically provided otherwise in a separate agreement or on the face of a purchase order. Said Definitions, Terms and Conditions are subject to change without notice. It is the sole responsibility of Bidders to stay apprised of changes. The City's Definitions, Standard Terms and Conditions can be viewed and downloaded from the City's website at:
<https://www.roundrocktexas.gov/departments/purchasing/>
- 2. INSURANCE:** The Respondent shall meet or exceed all insurance requirements set forth in Standard Insurance Requirements. The City's Standard Insurance Requirements document can be viewed and downloaded from the City's website at:
<https://www.roundrocktexas.gov/departments/purchasing/>

PART III
SUPPLEMENTAL TERMS AND CONDITIONS

1. **AGREEMENT TERM:** The terms of the awarded agreement shall include but not be limited to the following:
 - 1.1 The term of the Agreement shall begin from date of award and shall remain in full force for sixty (60) months.
 - 1.2 Upon expiration of the contract term, the Contractor agrees to hold over under the terms and conditions of this agreement for such a period as is reasonably necessary to re-solicit and/or complete the project up to 90 days.
2. **RESPONDENT QUALIFICATIONS:** The City has established the following minimum qualifications. Respondents who do not meet the minimum qualifications will not be considered for award. The Respondent shall:
 - 2.1 Be firms, corporations, individuals or partnerships normally engaged in the sale and distribution of commodity or provision of the services as specified herein and have adequate organization, facilities, equipment, financial capability, and personnel to ensure prompt and efficient service to the City;
 - 2.2 Provide all labor, supplies and materials and own or acquire at no cost to the City all labor, supplies and materials required to satisfactorily perform the services as specified herein. The City shall not be responsible for any Respondent's tools, equipment or materials lost or damaged during the performance of the services specified herein;
 - 2.3 Must have an office / place of business within 20 mile radius of downtown Round Rock that can provide on-site alterations. Respondents who do not meet this requirement will not be included for consideration in this procurement process.
3. **SAFETY:** The City reserves the right to remove any employee from City property for violation of federal, state, and local health, safety and environmental laws, ordinances, rules and regulations. The Respondent shall:
 - 3.1 Ensure that all employees comply with all Occupational Safety and Health Administration (OSHA), State and City safety and occupational health standards and other applicable federal, state, and local health, safety, and environmental laws ordinances, rules and regulations in the performance of these services;
 - 3.2 Be held responsible for the safety of their employees and unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site. In case of conflict, the most stringent safety requirement shall govern;
 - 3.3 Indemnify and hold the City harmless from and against all claims, demands, suits, actions, judgments, fines penalties and liability of every kind arising from the breach of the Successful Respondents' obligations under this paragraph.
4. **WORKFORCE:** Successful Respondent shall:
 - 4.1 Ensure Respondent's employees perform the services in a timely, professional and efficient manner;
 - 4.2 Ensure Respondent's employees wear a company uniform while working on City property, that clearly identifies them as the Respondent's employee;
 - 4.3 Employ all personnel for work in accordance with the requirements set forth by the United States Department of Labor. The City reserves the right to verify citizenship or right to work in the United States.
5. **PRICING:** The Respondent shall determine and submit a fixed cost for the work and shall include all incidental costs, labor, overhead charges, travel, payroll expenses, freight, equipment acquisition and maintenance, demurrage, fuel surcharges, delivery charges, costs associated with obtaining permits, insurance, bonds and risk management. No separate line item charges shall be permitted for either response or invoice purposes.
6. **PRICE INCREASE:** Contract prices for goods and services specified herein shall remain firm throughout the initial twelve (12) month term of the contract. A price increase to the agreement may be considered on the anniversary date of the Contract each year and shall be equal to the consumer price index for that year, but at no time can the increase be greater than 15% for any single line item.

- 6.1 Consumer Price Index (CPI):** Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for all Urban Consumers. The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average (January through June OR July through December); and each (January through June OR July through December six month average) thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. No retroactive contract price adjustments will be allowed. The Consumer Price Index (CPI) is found at the Bureau of Labor Statistics, Consumer Price Index website: <http://www.bls.gov/cpi/>.
- 6.2 Procedure to Request Increase:**
- 6.2.1** Mail the written price increase request with the rate detail comparison and comprehensive calculation and any supporting documentation to the designated City Contract Specialist a minimum of 45 days prior to the annual Contract anniversary date. The detailed written calculation will be verified and confirmed. All written requests for increases must include the City of Round Rock contract number, solicitation reference information and contact information for the authorized representative requesting the increase. Price increase requests shall be sent by mail to:
- City of Round Rock, Purchasing Department
Attn: Contract Specialist
221 East Main Street
Round Rock, TX 79664-5299**
- 6.2.2** Upon receipt of the request, the City reserves the right to either, accept the escalation and make change to the purchase order within 30 days of the request, negotiate with the Vendor or cancel the agreement or purchase order if an agreement cannot be reached on the value of the increase.
- 7. PERFORMANCE REVIEW:** The City reserves the right to review the awarded respondents' performance anytime during the contract term.
- 8. ACCEPTANCE/INSPECTION:** Acceptance inspection should not take more than ten (10) working days. The awarded respondent will be notified within the time frame if the services delivered are not in full compliance with the specifications. In the event the services are not performed to the satisfaction of the City; the vendor shall agree to reperform services to specification at no additional cost to the City. If any agreement or purchase order is cancelled for non-acceptance, the needed services may be purchased elsewhere and the vendor may be charged liquidated damages.
- 9. ORDER QUANTITY:** The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum purchase is made or implied. The City will only order the services/goods needed to satisfy requirements within budgetary constraints, which may be more or less than indicated.
- 10. PERMITS:** The Successful Respondent shall verify and obtain all necessary permits, licenses, and/or certificates required by federal, state and local laws, ordinances, rules or regulations for the completion of the services as specified if required for the project.
- 11. AWARD:** The City reserves the right to enter into an Agreement or a Purchase Order with a single award, split award, primary and secondary award, non-award, or use any combination that best serves the interest and at the sole discretion of the City. Award announcement will be made upon City Council approval of staff recommendation and executed agreement. Award announcement will appear on the City's website at <https://www.roundrocktexas.gov/businesses/solicitations/>.
- 12. POST AWARD MEETING:** The City and Successful Respondent (s) may have a post award meeting to discuss, but not be limited to the following:
- 12.1** The method to provide a smooth and orderly transition of services performed from the current contractor;
- 12.2** Provide City contact(s) information for implementation of agreement.
- 12.3** Identify specific milestones, goals and strategies to meet objectives.

13. DESIGNATED CONTACT PERSON:

- 13.1** In order to maintain consistent standards of quality work performed across the City, the City shall be provided with a designated and identified point of contact upon award of the contract.
- 13.2** This contact person shall remain the same throughout the term of the contract or upon termination of the contact person. If a change has been made in the contact person due to termination, the City's designated representative shall be notified by the Contractor immediately at the time of the change. NO substitutions of key personnel shall be permitted without written approval of the authorized City's designated representative.
- 13.3** Answering machines are unacceptable as a point of contact.
- 13.4** The contact person shall be identified on the Solicitation document and may be required to attend an oral presentation to the selection team prior to award of contract.
- 13.5** The City's designated contact representatives shall be:

POLICE DEPT CONTACTS:

Damaris Morales
Logistics Officer
Police Department
Phone: (512) 671-2836
E-mail: damorales@roundrocktexas.gov

FIRE DEPT CONTACTS:

Karen Johnson
Logistics Officer
Fire Department
Phone: (512) 218-3203
E-mail: kjohnson@roundrocktexas.gov

AND

Zaira Amado
Logistics Officer
Fire Department
Phone: (512) 671-2779
E-mail: zamado@roundrocktexas.gov

14. INTERLOCAL PURCHASING AGREEMENTS:

- 14.1** The City has entered into Interlocal Agreements with other Governmental agencies pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code. The Contractor agrees to offer the same price and terms and conditions to other eligible agencies that have an interlocal agreement with the City.
- 14.2** The City does not accept any responsibility or liability for the purchases by other government agencies through an interlocal cooperative agreement.

PART IV SPECIFICATIONS

1. **SCOPE:** This specification describes the requirements for work and dress uniforms for the City's Police and Fire departments' operations and specialty teams. The awarded vendor shall provide services to include, but not be limited to on-site sizing, minor and major alterations and delivery. Awarded vendor shall also maintain a database management/record keeping system of all sizing profiles and have an established online ordering system. Awarded vendor shall have adequate stock of garments to outfit new officers and replace garments as needed and in the specified time period throughout the contract and any and all renewal periods.
2. **INTENDED USE:** It is the intent of the City to outfit each Police Officer and Firefighter with a wardrobe of the brands specified in Attachment A – Bid Sheet to maintain uniformity, standardization, and quality appearance. All garment care will be as recommended by the manufacturer.
3. **SIZING/MEASUREMENT LOCATIONS:** For initial sizing, awarded vendor shall come on-site to size all Police and Fire personnel. Dates and times for initial sizings shall be coordinated between the awarded vendor and City department contacts. Periodic sizing for large groups (new cadet classes, etc.) will be required and shall be conducted on-site and coordinated between awarded vendor and City department contacts. Once all sizes have been collected, City staff will go to the vendor's local location(s) at specific designated dates and times coordinated between awarded vendor and City department contacts.

Round Rock Police Department

Logistics
2701 N. Mays
Round Rock, TX 78665

AND

Round Rock Fire Department

Logistics
3300 Gattis School Rd
Round Rock, TX 78664

4. **STANDARD ISSUE:**
 - 4.1 **Police:** See Attachment A – Bid Sheet for Police Department requirements.
 - 4.2 **Firefighter:** See Attachment A – Bid Sheet for Fire Department requirements.
5. **BRANDS:** The uniform manufacturers and styles shown on Attachment A – Bid Sheet are required for durability and availability, as well as standardization and uniformity within each department.
NOTE: Any other brand or style not specifically requested **will not be considered**.
6. **SERVICE REQUIREMENTS:** The awarded vendor shall:
 - 6.1 Manage a database or record keeping system to maintain all sizing profiles for all officers and firefighters. Database/record keeping system shall include the required alterations to assist in expediting the delivery of future replacement garments. NOTE: Sizing information shall be the property of the City.
 - 6.2 Have an online ordering system which has status updates in real time.
 - 6.3 Perform initial sizing of each officer at the City's locations for Police and Fire as shown in Part IV, Section 3.
 - 6.4 Dedicate a representative to coordinate with City's representative to provide service and sizing needs at the awarded vendor's location or as needed to size officers and firefighters and to schedule on-site sizing when there are groups of new officers or firefighters. For officers and firefighters already sized, City staff will go to awarded vendor's local location(s) at designated dates/times.
 - 6.6 Alter standard size garment(s) if needed, to accomplish more satisfactory fit. The awarded vendor shall:
 - 6.6.1 Provide an upsize in trouser, if needed or requested, to obtain proper fitting in the thigh and/or seat area. Provide alteration(s) of waist, thigh, seat and crotch as required to obtain proper fit.

6.6.2 Alterations shall include, but not be limited to the following:

Minor Alterations

Small Velcro Application (Shoulder & Chest Patch)
Large Velcro Application (Back Patch)
Hemming trouser
Sewing on patches, chevrons, and stripes
Removing/adding patches
Sew trouser pocket closed
Heat Transfer Plain – One Line
Heat Transfer Plain – Two Lines
Heat Transfer Reflective – One Line
Heat Transfer Reflective – Two Lines

Major Alterations

Waist altering
Striping of trouser
Altering long sleeves
Tapering trouser leg
Tapering shirt
Thigh, seat, and crotch of trouser
Alter and hem shirt tail

- 6.7** Provide on-site sizing at City locations shown in Part IV, Section 3 for officers and firefighters to be fitted for uniforms bi-monthly or as needed to provide timeliness of new and existing officers being outfitted.
- 6.8** Standard uniforms shall be delivered to the City within three days after receipt of order.
- 6.9** Altered uniforms shall be delivered to the City within no more than ten days after receipt of order.
- 7.0** Issue uniforms only upon receipt of a purchase order.
- 7.1** Provide to the City the name and telephone number of Vendor's representative.
- 7.2** On 3rd year or as needed, department-wide sizing shall be coordinated between City representatives and awarded vendor representative and must be performed on-site.
- 7.3** Sizing and/or alteration reports shall be made available upon request with 24 hours.
- 7.4** **BACKORDERS:**
- 7.4.1** Awarded vendor will make every attempt to locate product and provide details of their attempts to resolve backorder issues.
- 7.4.2** Awarded vendor shall provide a monthly report of all back-ordered product/items to the City's designated contacts for the Police and Fire department's.

ATTACHMENT A – BID SHEET

1. ATTACHMENT A – BID SHEET is posted in Solicitation Documents for IFB No. 18-007REBID Uniforms for Police and Fire Departments in an Excel format on the City of Round Rock website at: <https://www.roundrocktexas.gov/businesses/solicitations/>
 - 1.1 In order to be considered responsive, Attachment A – Bid Sheet must be completed, signed and dated by an authorized representative, and returned by the deadline for submission of response as shown in Part I, Section 4 – Schedule of Events.
 - 1.2 By submitting and signing Attachment A – Bid Sheet, the Respondent acknowledges that he/she has received and read the entire document packet sections defined above including all documents incorporated by reference, and agrees to be bound by the terms therein.
 - 1.3 In order to do business with the City of Round Rock, vendor must be registered with the City's Vendor Database. To register, go to: <https://roundrock.munisselfservice.com/Vendors/default.aspx>
 - 1.4 By the signature affixed on Attachment A – Bid Sheet, the Respondent hereby certifies that neither the Respondent nor the entity represented by the Respondent, or anyone acting for such entity has violated the antitrust laws of this State, codified in Section 15.01 et seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly, the response made to any competitor or any other person engaged in such line of business."
 - 1.5 The Respondent agrees, if this Offer is accepted within 120 calendar days after the Due Date, to fully comply in strict accordance with the Solicitation, specifications and the amounts shown on bid sheet.

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

The Respondent represents by their signature below that he/she is submitting a binding offer and is authorized to bind the respondent to fully comply with the solicitation documents contained in IFB No. 18-007REBID. The Respondent acknowledges that he/she has received and read the entire solicitation packet, attachments and all documents incorporated by reference, and agrees to be bound by the terms therein.

Special Instructions: All prices must be quoted in order to be considered responsive; be advised that exceptions taken to any portion of the solicitation may jeopardize acceptance of the bid. The City reserves the right to order more or less than quantities listed below.

Signature required on the last page of this Bid Sheet

Cost up to 60 Points

SECTION A - POLICE DEPT

Blauer Catalog

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
1	Patrol - Blauer# 8460 Poly Wool Short Sleeve Shirt w/ concealed zipper	150	EA	\$ 74.99	\$ 11,248.50
2	Patrol - Blauer# 8460 Poly Wool Short Sleeve Shirt With major alterations w/ concealed zipper	250	EA	\$ 86.99	\$ 21,747.50
3	Patrol - Blauer# 8450 Poly Wool Long Sleeve Shirt w/ concealed zipper	250	EA	\$ 79.99	\$ 19,997.50
4	Patrol - Blauer# 8450 Poly Wool Long Sleeve Shirt With major alterations w/ concealed zipper	200	EA	\$ 91.99	\$ 18,398.00
5	Patrol - Blauer# 8560 Poly Wool Dress Pant	150	EA	\$ 79.99	\$ 11,998.50
6	Patrol - Blauer# 8560 Poly Wool Dress Pant With major alterations	200	EA	\$ 91.99	\$ 18,398.00
7	Patrol - Blauer# 8460W Poly Wool Women's Short Sleeve Shirt w/ concealed zipper	100	EA	\$ 74.99	\$ 7,499.00
8	Patrol - Blauer# 8460W Poly Wool Women's Short Sleeve Shirt With major alterations w/ concealed zipper	150	EA	\$ 86.99	\$ 13,048.50
9	Patrol - Blauer# 8450W Poly Wool Women's Long Sleeve Shirt w/ concealed zipper	75	EA	\$ 79.99	\$ 5,999.25
10	Patrol - Blauer# 8450W Poly Wool Women's Long Sleeve Shirt With major alterations w/ concealed zipper	100	EA	\$ 91.99	\$ 9,199.00
11	Patrol - Blauer# 8560W Women's Poly Wool Dress Pant	50	EA	\$ 79.99	\$ 3,999.50
12	Patrol - Blauer# 8560W Women's Poly Wool Dress Pant With major alterations	50	EA	\$ 91.99	\$ 4,599.50
13	Patrol - Blauer# 8741 TenX Short Sleeve Shirt w/ additional mic tab	225	EA	\$ 49.99	\$ 11,247.75
14	Patrol - Blauer# 8741 TenX Short Sleeve Shirt With major alterations w/ additional mic tab	350	EA	\$ 61.99	\$ 21,696.50
15	Patrol - Blauer# 8731 TenX Long Sleeve Shirt w/ additional mic tab	200	EA	\$ 54.99	\$ 10,998.00
16	Patrol - Blauer# 8731 TenX Long Sleeve Shirt With major alterations w/ additional mic tab	250	EA	\$ 66.99	\$ 16,747.50

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
17	Patrol - Blauer# 8836 TenX BDU Pants	200	EA	\$ 49.99	\$ 9,998.00
18	Patrol - Blauer# 8836 TenX BDU Pants With major alterations	350	EA	\$ 61.99	\$ 21,696.50
19	Patrol - Blauer# 8741W TenX Women's Short Sleeve Shirt w/ additional mic tab	150	EA	\$ 49.99	\$ 7,498.50
20	Patrol - Blauer# 8741W TenX Women's Short Sleeve Shirt With major alterations w/ additional mic tab	200	EA	\$ 61.99	\$ 12,398.00
21	Patrol - Blauer# 8731W TenX Women's Long Sleeve Shirt w/ additional mic tab	100	EA	\$ 54.99	\$ 5,499.00
22	Patrol - Blauer# 8731W TenX Women's Long Sleeve Shirt With major alterations w/ additional mic tab	150	EA	\$ 66.99	\$ 10,048.50
23	Patrol - Blauer# 8836W TenX Women's BDU Pants	100	EA	\$ 49.99	\$ 4,999.00
24	Patrol - Blauer# 8836W TenX Women's BDU Pants With major alterations	200	EA	\$ 61.99	\$ 12,398.00
25	Patrol - Blauer# 9910Z Gore-Tex Cruiser Jacket	40	EA	\$ 295.00	\$ 11,800.00
26	Patrol - Blauer# 26990 Reversible Raincoat	40	EA	\$ 119.99	\$ 4,799.60
27	K9 - Blauer# 8730 B.DU Tactical Long Sleeve Shirt	20	EA	\$ 64.99	\$ 1,299.80
28	K9 - Blauer# 8730 B.DU Tactical Long Sleeve Shirt With major alterations	35	EA	\$ 76.99	\$ 2,694.65
29	K9 - Blauer# 8740 B.DU Tactical Short Sleeve Shirt	20	EA	\$ 59.99	\$ 1,199.80
30	K9 - Blauer# 8740 B.DU Tactical Short Sleeve Shirt With major alterations	35	EA	\$ 71.99	\$ 2,519.65
31	K9 - Blauer# 8830 B.DU Tactical Pant	20	EA	\$ 64.99	\$ 1,299.80
32	K9 - Blauer# 8830 B.DU Tactical Pant With major alterations	35	EA	\$ 76.99	\$ 2,694.65
33	K9 - Blauer# 8730W Women's B.DU Tactical Long Sleeve Shirt	10	EA	\$ 64.99	\$ 649.90
34	K9 - Blauer# 8730W Women's B.DU Tactical Long Sleeve Shirt With major alterations	25	EA	\$ 76.99	\$ 1,924.75
35	K9 - Blauer# 8740W Women's B.DU Tactical Short Sleeve Shirt	10	EA	\$ 59.99	\$ 599.90
36	K9 - Blauer# 8740W Women's B.DU Tactical Short Sleeve Shirt With major alterations	25	EA	\$ 71.99	\$ 1,799.75
37	K9 - Blauer# 8830W Women's B.DU Tactical Pant	10	EA	\$ 64.99	\$ 649.90
38	K9 - Blauer# 8830W Women's B.DU Tactical Pant With major alterations	25	EA	\$ 76.99	\$ 1,924.75

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
39	Animal Control Officer - Blauer# 8670 Polyester Supershirt Long Sleeve Shirt	15	EA	\$ 54.99	\$ 824.85
40	Animal Control Officer - Blauer# 8670 Polyester Supershirt Long Sleeve Shirt With major alterations	40	EA	\$ 66.99	\$ 2,679.60
41	Animal Control Officer - Blauer# 8675 Polyester Supershirt Short Sleeve Shirt	15	EA	\$ 49.99	\$ 749.85
42	Animal Control Officer - Blauer# 8675 Polyester Supershirt Short Sleeve Shirt With major alterations	40	EA	\$ 61.99	\$ 2,479.60
43	Animal Control Officer - Blauer# 8670W Polyester Supershirt Women's Long Sleeve Shirt	15	EA	\$ 54.99	\$ 824.85
44	Animal Control Officer - Blauer# 8670W Polyester Supershirt Women's Long Sleeve Shirt With major alterations	30	EA	\$ 66.99	\$ 2,009.70
45	Animal Control Officer - Blauer# 8675W Polyester Supershirt Women's Short Sleeve Shirt	15	EA	\$ 49.99	\$ 749.85
46	Animal Control Officer - Blauer# 8675W Polyester Supershirt Women's Short Sleeve Shirt With major alterations	30	EA	\$ 61.99	\$ 1,859.70
47	Animal Control Officer - Blauer# 6120 B.Dry 3-Season Jacket	10	EA	\$ 144.99	\$ 1,449.90
48	Blauer# 8131-1 Bicomponent Polo Shirt Short Sleeve	20	EA	\$ 39.99	\$ 799.80
49	Blauer# 8131-1 Bicomponent Polo Shirt With major alterations	20	EA	\$ 51.99	\$ 1,039.80
50	Blauer# 8133 Colorblock Performance Polo Shirt Short Sleeve	35	EA	\$ 64.99	\$ 2,274.65
51	Blauer# 8133 Colorblock Performance Polo Shirt Short Sleeve With major alterations	40	EA	\$ 76.99	\$ 3,079.60
52	Blauer# 8143 Colorblock Performance Polo Shirt Long Sleeve	35	EA	\$ 69.99	\$ 2,449.65
53	Blauer# 8143 Colorblock Performance Polo Shirt Long Sleeve With major alterations	40	EA	\$ 81.99	\$ 3,279.60
54	Blauer# 343 Zip-Front Breakaway Safety Vest	75	EA	\$ 49.99	\$ 3,749.25
Vertx Catalog					
55	Vertx# VTX4000P Coldblack Short Sleeve Polo Shirt	40	EA	\$ 39.00	\$ 1,560.00
56	Vertx# VTX4000P Coldblack Short Sleeve Polo Shirt With major alterations	10	EA	\$ 41.00	\$ 410.00
57	Vertx# VTX4020P Coldblack Long Sleeve Polo Shirt	40	EA	\$ 40.00	\$ 1,600.00
58	Vertx# VTX4020P Coldblack Long Sleeve Polo Shirt With major alterations	10	EA	\$ 44.00	\$ 440.00
59	Vertx# VTX4010P Women's Coldblack Short Sleeve Polo Shirt	40	EA	\$ 39.00	\$ 1,560.00

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
60	Vertx# VTX4010P Women's Coldblack Short Sleeve Polo Shirt With major alterations	10	EA	\$ 44.00	\$ 440.00
61	Vertx# VTX4030P Women's Coldblack Long Sleeve Polo Shirt	40	EA	\$ 40.00	\$ 1,600.00
62	Vertx# VTX4030P Women's Coldblack Long Sleeve Polo Shirt With major alterations	10	EA	\$ 44.00	\$ 440.00
63	SWAT - Vertx# VTX8526MC Recon Combat Shirt - Multicam	35	EA	\$ 90.00	\$ 3,150.00
64	SWAT - Vertx# VTX8526MC Recon Combat Shirt - Multicam With major alterations	10	EA	\$ 90.00	\$ 900.00
65	SWAT - Vertx# VTX1900MC Recon Pants - Multicam	35	EA	\$ 130.00	\$ 4,550.00
66	SWAT - Vertx# VTX1900MC Recon Pants - Multicam With major alterations	35	EA	\$ 130.00	\$ 4,550.00
67	SWAT - Vertx# VTX8525OD Recon Combat Shirt - OD Green	40	EA	\$ 80.00	\$ 3,200.00
68	SWAT - Vertx# VTX8525OD Recon Combat Shirt - OD Green With major alterations	35	EA	\$ 80.00	\$ 2,800.00
69	SWAT - Vertx# VTX1901 Recon Pants - OD Green	35	EA	\$ 90.00	\$ 3,150.00
70	SWAT - Vertx# VTX1901 Recon Pants - OD Green With major alterations	10	EA	\$ 90.00	\$ 900.00
5.11 Catalog					
71	5.11# 74273 Taclite Pro Pant	30	EA	\$40.00	\$1,200.00
72	5.11# 74273 Taclite Pro Pant With major alterations	60	EA	\$40.00	\$2,400
73	5.11# 64360 Women's Taclite Pro Pant	15	EA	\$40.00	\$600.00
74	5.11# 64360 Women's Taclite Pro Pant With major alterations	30	EA	\$40.00	\$1,200.00
75	5.11# 71049 Performance Short Sleeve Polo	15	EA	\$31.00	\$465.00
76	5.11# 71049 Performance Short Sleeve Polo With major alterations	10	EA	\$31.00	\$310.00
77	5.11# 72049 Performance Long Sleeve Polo	15	EA	\$35.00	\$525.00
78	5.11# 72049 Performance Long Sleeve Polo With major alterations	10	EA	\$35.00	\$350.00
79	5.11# 61165 Women's Performance Short Sleeve Polo	5	EA	\$31.00	\$155.00
80	5.11# 61165 Women's Performance Short Sleeve Polo With major alterations	15	EA	\$31.00	\$465.00

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
106	Firefighter - Plain Pant Full Cut, Workrite # 402NX75NV, Navy - Extra Long and Oversize Indicate sizes <u>44</u> to <u>50</u>	10	EA	\$137.19	\$1,371.90
107	Firefighter - Work Trouser, Workrite # 475NX75NV, Navy	300	EA	\$139.05	41,715.00
108	Firefighter - Work Trouser, Workrite # 475NX75NV, Navy - Extra Long and Oversize Indicate sizes <u>XXL</u> to _____	100	EA	\$173.81	\$17,381.00
109	Firefighter - Workrite Shorts, # 425NX60NB, Navy	100	EA	\$114.65	\$11,465.00
110	Firefighter - Professional Polo with logo, 5.11 Tactical# 72360 Long sleeve, Dark Navy	200	EA	\$ 45.00	\$ 9,000.00
111	Firefighter - Professional Polo with logo, 5.11 Tactical# 72360 Long-sleeve, Dark Navy Oversize Indicate sizes <u>3XL</u> to _____	50	EA	\$ 45.00	\$ 2,250.00
112	Firefighter - Coat, Blauer Crosstech 3 in 1, #9845 with Soft fleece 4660 Liner Coat and Liner to include patches and reflective transfers on back	50	EA	\$ 424.99	\$ 21,249.50
113	Firefighter - Shirt, long sleeve, Male Blauer# 8431, White	30	EA	\$ 44.99	\$ 1,349.70
114	Firefighter - Shirt, long sleeve, Male Blauer# 8431, White Oversize Indicate sizes <u>18</u> to <u>22.5</u>	10	EA	\$ 58.49	\$ 584.90
115	Firefighter - Shirt, short sleeve, Male Blauer# 8421, White	25	EA	\$ 39.99	\$ 999.75
116	Firefighter - Shirt, short sleeve, Male Blauer #8421 White Oversize Indicate sizes <u>18</u> to <u>22.5</u>	10	EA	\$ 51.99	\$ 519.90
117	Firefighter - Job Shirt or Pullover, Storm 1/4 zip 5.11# 72363 Fire Navy	100	EA	\$ 65.00	\$ 6,500.00
118	Firefighter - Job Shirt or Pullover, Storm 1/4 zip 5.11# 72321T - Tall - Fire Navy	20	EA	\$65.00	1,300.00
119	Firefighter - Skull caps, Blauer# 160 w/RRFD embroidery on front	50	EA	65	\$ 3,250.00
120	Firefighter - Work Trouser 5.11 Stryker Pant# 74369	50	EA	74.99	\$ 3,749.50
121	Blauer# 339F-55 Velcro Hi-Visibility Safety Vest	20	EA	53.9	\$ 1,078.00
122	Incident Command Panel Velcro Hi-Visibility Yellow	5	EA	29.95	\$ 149.75
OTHER ACCESSORIES - PATCHES FOR FIRE DEPT:					
123	Fire Dept - Department Patch	200	EA	\$2.25	\$450.00
124	Fire Dept - EMT Patch	100	EA	\$ 3.25	\$ 325.00
125	Fire Dept - Paramedic, Basic Patch	50	EA	\$ 3.25	\$ 162.50
126	Fire Dept - Paramedic, Intermediate Patch	50	EA	\$ 3.25	\$ 162.50
127	Fire Dept - Paramedic, Licensed Patch	50	EA	\$ 3.25	\$ 162.50
SECTIONS A and B EXTENDED TOTAL				\$ 601,338.83	

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
81	5.11# 48112 Sabre Jacket 2.0	30	EA	\$ 205.00	\$ 6,150.00
82	5.11# 48052 Lined Packable Jacket	40	EA	\$ 40.00	\$ 1,600.00
SECTION B - FIRE DEPT					
83	Ties, Clip-on type, 100% Poly., S Broome All lengths	20	EA	\$5.00	\$100.00
84	Firefighter - Nomex Shirt Short Sleeve Workrite# 720NX45NB	200	EA	\$ 120.00	\$24,000
85	Firefighter - Nomex Shirt, Short Sleeve Workrite# 720NX45NB Oversize Indicate sizes 50 to 58	20	EA	\$ 130.00	\$2,600
86	Firefighter - Nomex Shirt, Long Sleeve Workrite# 725NX45NB	100	EA	\$ 125.00	\$ 12,500.00
87	Firefighter - Nomex Shirt, Long Sleeve Workrite# 725NX45NB Oversize Indicate sizes 50 to 58	20	EA	\$ 150.00	\$ 3,000.00
88	Firefighter - Professional Polo with logo 5.11 Tactical# 71182 Short Sleeve	80	EA	\$ 40.00	\$ 3,200.00
89	Firefighter - Professional Polo with logo 5.11 Tactical# 71182 Short Sleeve Oversize Indicate sizes 3XL to	80		\$ 40.00	\$ 3,200.00
90	Firefighter - Professional Polo with logo 5.11 Tactical# 41060	20	EA	\$39.99	\$799.80
91	Firefighter - Professional Polo with logo 5.11 Tactical# 41060 Oversize Indicate sizes 3XL Reg & L Tall to 5XL Tall	20		\$45.99	\$919.98
92	Firefighter - Dress Blazer Anchor Double Breasted, # 226BL	20	EA	\$ 300.00	\$ 6,000.00
93	Firefighter - Dress Blazer Anchor Double Breasted, # 226BL Oversize Indicate sizes 48 to 60	5	EA	\$ 300.00	\$ 1,500.00
94	Firefighter - Dress pants Anchor Black, # 229BL	20	EA	\$ 100.00	\$ 2,000.00
95	Firefighter - Dress pants Anchor Black, # 229BL Oversize Indicate sizes 48 to 60	5	EA	\$ 125.00	\$ 625.00
96	Black or White Dress Cap Bayly # 9733131	20	EA	\$ 124.00	\$2,480.00
97	Black Dress Shoes, Thorogood Poromeric # 831-6031	20	EA	\$ 70.00	\$ 1,400.00
98	Gold or Silver Metallic Cuff 1/2" striping	10	PR	\$ 17.00	\$ 170.00
99	Silver Metallic Cuff 1/4" striping	10	PR	\$ 17.00	\$ 170.00
100	Gold Maltese Cross # PE 778 (Premier)	50	EA	\$ 2.95	\$ 147.50
101	Silver Maltese Cross # PE 777 (Premier)	50	EA	\$ 2.95	\$ 147.50
102	Silver or Brass Buckled Black Dress Belt #6580 Boston Leather 1-1/4"	20	EA	\$ 25.00	\$ 500.00
103	Cap Insignia A2327- Silver Rhodium/ Screw Back Blackington	20	EA	\$ 25.00	\$ 500.00
104	Cap Insignia A2857- Gold Rhodium/ Screw Back Blackington	20	EA	\$ 26.50	\$ 530.00
105	Firefighter - Plain Pant Full Cut, Workrite # 402NX75NV, Navy	50	EA	\$109.75	\$5,487.50

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

INFORMATION ONLY

SECTION C - ALTERATIONS for Police and Fire Depts

ALTERATIONS: Please include cost for minor and major alterations after the initial order where alterations are required.

Item No.	Minor Alterations:	Qty	UOM	Unit Cost
128	Small Velcro Application (Shoulder and Chest Patch)	1	EA	\$7.50
129	Large Velcro Application (Back Patch)	1	EA	\$9.50
130	Hemming trouser	1	EA	\$11.00
131	Sewing on patches, chevrons and stripes	1	EA	\$2.50
132	Removing/adding patches	1	EA	\$4.50
133	Sew Trouser pockets closed	1	EA	\$5.00
134	Heat Transfer Plain - One Line	1	EA	\$10.00
135	Heat Transfer Plain - Two Lines	1	EA	\$12.00
136	Heat Transfer Reflective - One Line	1	EA	\$12.00
137	Heat Transfer Reflective - Two Lines		EA	\$18.00
Item No.	Major Alterations:	Qty	UOM	Unit Cost
138	Waist altering		EA	\$ 13.95
139	Striping on trouse		EA	\$ 10.00
140	Altering long sleeves		EA	\$ 14.00
141	Tapering trouser leg		EA	\$ 18.50
142	Tapering		EA	\$ 15.00
143	Thigh, side and crotch of trouser		EA	\$ 14.50
144	Alter an		EA	\$ 14.50
Item No.	Embroider:	Q	UOM	Unit Cost
145	Embroider - One line		EA	\$ 6.00
146	Embroider - two lines		EA	\$ 8.00
147	Embroider patch/logo		EA	\$ 8.00
Item No.	(Optional) Additional Alterations Offered	Q	UOM	Unit Cost
148	Embroider name on garment		E	\$ 12.00
149	Collar			\$ 12.00
150	Mic holes- Sides for 1-4/7-1		EA	\$ 5.00
151	Mic hole - Sides for 2 -30/3		EA	\$ 5.00
152			EA	
153		1	EA	\$
154		1	EA	\$
155		1	EA	\$

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

INFORMATION ONLY		
SECTION D - PERCENTAGE OFF CATALOG		
Item No.	Catalog Name	Percentage off Catalog
156	5.11 Catalog	13%
157	Anchor Catalog	24%
158	Bayly	5%
159	Blackinton	10%
160	Blauer Catalog	10%
161	Point Blank	10%
162	Safariland and Safariland Group Brands	10%
163	Verbx Catalog	6%
164	Workrite Catalog	20%
Item No.	Catalog/Brand Name	Percentage off Catalog
165	Additional Catalog/Brand Offered <u>galls.com</u>	10%
166	Additional Catalog/Brand Offered _____	%
167	Additional Catalog/Brand Offered _____	%
168	Additional Catalog/Brand Offered _____	%
169	Additional Catalog/Brand Offered _____	%
170	Additional Catalog/Brand Offered _____	%
171	Additional Catalog/Brand Offered _____	%
172	Additional Catalog/Brand Offered _____	%
173	Additional Catalog/Brand Offered _____	%
174	Additional Catalog/Brand Offered _____	%

Attachment A - Bid Sheet
IFB No. 18-007REBID
Uniforms for Police and Fire Departments

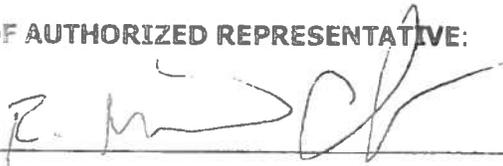
Response to Attachment C - Questionnaire - 40 Points

- * Recordkeeping and maintenance database/system - 20 Points
- * Alterations/ embroidery options- 5 Points
- * Uniform delivery process - 5 Points
- * Process for back-ordered items - 5 Points
- * Process for handling expedited order requests - 5 Points

COMPANY NAME:

Galls, LLC

SIGNATURE OF AUTHORIZED REPRESENTATIVE:



PRINTED NAME:

R. Michael Andrew jr.

EMAIL ADDRESS:

Brewer-Tiffany@galls.com

PHONE NUMBER:

800-876-4242 ext. 2179

ATTACHMENT B – RESPONDENT'S REFERENCE SHEET

PLEASE COMPLETE AND RETURN THIS FORM WITH THE SOLICITATION RESPONSE

SOLICITATION NUMBER: 18-007REBID

RESPONDENT'S NAME: Gal Is, LLC DATE: 07/18/2018

Provide the name, address, telephone number and **E-MAIL** of at least three (3) valid Municipal, Government agencies or firms of comparable size that have utilized services that are similar in type and capacity within the last two (2) years. City of Round Rock references are not applicable. References may be checked prior to award. If references cannot be confirmed or if any negative responses are received it may result in the disqualification of submittal.

1. Company's Name Texas Department of Public Safety
Name of Contact Phillip Ayala
Title of Contact Commander
E-Mail Address phillip.ayala@dpa.texas.gov
Present Address 5805 N. Lamar Blvd
City, State, Zip Code Austin, TX 78572
Telephone Number (512) 424-2119 Fax Number: ()

2. Company's Name Montgomery Co. Sheriff's Office
Name of Contact Ken Culbreath
Title of Contact Leutenant
E-Mail Address kenneth.culbreath@mctx.com
Present Address 1 Criminal Justice Dr.
City, State, Zip Code Conroe, TX 77301
Telephone Number (936) 760-5859 Fax Number: ()

3. Company's Name Austin Police Department
Name of Contact Cesar Magdaleno
Title of Contact Equipment Manager
E-Mail Address cesar.magdalen@austintexas.gov
Present Address 715 E. 8th St.
City, State, Zip Code Austin, TX 78701
Telephone Number (512) 974-5056 Fax Number: ()

FAILURE TO PROVIDE THE REQUIRED INFORMATION WITH THE SOLICITATION RESPONSE MAY AUTOMATICALLY DISQUALIFY THE RESPONSE FROM CONSIDERATION FOR AWARD.

ATTACHMENT C – QUESTIONNAIRE
40 Points

COMPLETE AND RETURN THIS FORM WITH YOUR SOLICITATION RESPONSE

Name of Business:	Galls, LLC
Physical Address of Headquarters (HQ):	1340 Russell Cave Rd. Lexington, KY 40505
Physical Address of Serving Branch: (if different address from HQ)	826 Rutland Drive Austin, TX 78758

1. On a separate sheet of paper, please describe your record keeping and maintenance database/system for maintaining all officers' and firefighters' sizing profiles, alterations, and measurements taken. **(20 points)**
2. On a separate sheet of paper, please explain different options you provide for alterations/embroidery and how you handle a backlog of alterations/embroidery. What is your common turn-around time for alterations/embroidery? **(5 points)**
3. On a separate sheet of paper, please explain your delivery process. What is your standard delivery time-frame from ordered to delivered? **(5 points)**
4. On a separate sheet of paper, please explain your process for handling back-ordered items and how you resolve back-ordered issues. **(5 points)**
5. On a separate sheet of paper, please explain your process for handling expedited order requests. **(5 points)**

INFORMATION ONLY:

1. Do you have an online ordering system? If yes, please provide more information on a separate sheet of paper.
CIRCLE ONE: YES or NO
2. Do you offer onsite alterations at the City's specified locations as well as at local location(s)?
CIRCLE ONE: YES or NO
3. On a separate sheet of paper, please explain your dispute resolution process for fixing incorrect orders or damaged product received. How long does it take to clear up these types of issues?
4. On a separate sheet of paper, please explain the process offered to your customers for the sampling of new products?



1340 Russell Cave Road
Lexington, KY 40505

Attachment C – Questionnaire Answers

1. We keep all of the officers and firefighter's sizes in an online ordering system database. The individual either comes to the storefront or we go to the customers location and record all sizes for all available products. Once, the sizing is completed we record all sizes into the system including any custom alterations that are needed. When an order is processed it is processed with the individual's sizes.

Here is an example of an online storage of sizes per person:

The screenshot shows the GALLS website interface. At the top, there is a navigation bar with the GALLS logo on the left and links for 'Home', 'My Cart', 'Sizing Information', 'My Account', and 'Logout' on the right. Below the navigation bar, there is a table showing 'Allotment', 'Used', 'Shopping Cart', and 'Available' with values: \$750.00, \$429.25, \$0.00, and \$121.75. The main content area is titled 'Sizing Information' and includes a 'My Account' sidebar with links like 'Account Dashboard', 'Sizing Information', 'Address Book', 'Recent Order', 'Alternative Training', and 'Order History'. The 'Sizing Information' form contains the following fields: Inseam: 29, Neck Size: 16.5, Sleeve Size: 33, Chest/Quart Size: L, Jacket Size: XL, Waist Size: 38, and Foot Size: [empty]. An 'UPDATE SIZES' button is located below the form. At the bottom of the page, there are links for 'Contact Us' and 'About Us', a 'Product Return Info' link, and a 'POWERED BY GALLS' logo.

Once input into the system and saved, the customer will always have access to these sizes in case they forget or are unsure.

Initial load of an entire department also can be done by our online team when submitted in an excel document.

At any point we can update these sizes if they change.



1340 Russell Cave Road
Lexington, KY 40505

2. We perform all alterations and embroidery, including but not limited to shirt tapers, leg tapers, waist alterations, embroidery of logo and names, embroidered collar insignia. In order for us to handle our back-log we employ a Warehouse Lead who helps prioritize order flow and keeps an eye out for orders and their respective due dates. Our Warehouse lead will ensure timely delivery on all orders and will also prioritize back-orders and oldest orders to be done first. Orders are processed within 5-10 days of receipt unless there is a back-order from the manufacture. If there is a back-order we will communicate that to the end user. If necessary, we will also utilize our other storefronts to assist with order flow to ensure a 5-10-day turnaround. We also implement a dashboard that constantly manages time tracking of order flow. We have an entire management team held accountable to the metrics of time of order flow. This is monitored daily several times throughout the day.

3. Standard delivery time is 5-10 business days. Our plan would be to stock the contracted items for prompt delivery on all orders. Our delivery process works hand in glove with our order flow process. Once an order is complete and gone through quality control the ticket is sorted based on ship method and customer's predetermined shipping methods. The order then is tied with its tracking number and all shipments with all tracking numbers are logged on that order.

4. Back-orders will be communicated to the end user as soon as we are made aware. We will always attempt to do any all alterations possible to avoid delivery problems. For example, if a customer orders a short sleeve shirt in size Medium - regular and that item is on back-order, but we have available Medium -Tall, we will alter the garment to a medium regular and deliver to the customer. We will do the same for Long Sleeve, pants and other items. We also have access to a huge network of other stores across the country to help us locate inventory. We have a wide range of products to choose from as well; we will use our experience and product knowledge to match what is on backorder. For example, if we have the same poly/cotton ripstop blend in another brand available with the same features-we will offer to you at same price. We would never be able to change or sub an item without customer permission first.

5. Expedited orders are processed first and are made with a unique Red Dot and a Red priority folder signaling to all our staff that this order is priority. We communicate to the end user about a due date and make sure that our team is aware of the due date. Then we will ensure delivery on all items by any means necessary. We try to get all the information on the front end of an order as well to ensure if there is a quick deliver deadline we can process accordingly.



INFORMATION ONLY RESPONSES:

1. Yes, we provide an online ordering system. All products unique to the department will be uploaded into the system. No other products will be visible. All employees will be/are loaded into the system with all their unique sizes and alterations. The department will select certain individuals to place and approve orders. All status updates and information will be available via e-mail and other reports. A detailed hand book is attached.

2. Yes, our alterations are provided onsite at Miller Uniforms. We also can utilize any of our stores nationwide to do alterations.

3-For incorrect orders, we will prioritize these as rushes and fix them ASAP. these orders will be treated as expedited orders and processed first with our unique Red Dot Priority system. For damaged product, these will fall under the manufactures warranty and will be treated on a case by case basis. If the product- falls under the warranty, we will process new orders as expedited orders. As far as dispute process: customer will let representative know what is incorrect and Galls will ensure swift delivery and/or replacement of incorrect items. If items were ordered incorrect by customer, we will work to ensure a swift turnaround as well.

4. Wear Tests and Samples are offered to the customer at no charge. We will work with manufacturers and issue samples at no charge depending on the potential issuance and the needs of the department. Samples of products that will be returned can be ordered at any time.

Please note that all our processes are subject to change



**CITY OF ROUND ROCK
 INVITATION FOR BID (IFB) – UNIFORMS FOR POLICE AND FIRE DEPARTMENTS
 IFB No. 18-007REBID Addendum No. 1 Date of Addendum: 7/19/2018**

Addendum No. 1, dated Thursday, 7/19/2018 is being issued to respond to all questions submitted by the deadline of Tuesday, 7/17/2018 @ 5:00PM for IFB No. 18-007REBID – Uniforms for Police and Fire Departments, as outlined below:

Attachment A – Bid Sheet Corrections:

- The City hereby replaces Attachment A – Bid Sheet with Attachment A – Bid Sheet, Addendum 1. Item numbers 105 and 106 have been updated to reflect correct part numbers and description information, as shown below. The Attachment A – Bid Sheet, Addendum 1 can be viewed in an Excel format on the City of Round Rock website at: <https://www.roundrocktexas.gov/businesses/solicitations/>

ORIGINAL Bid Sheet items:

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
105	Firefighter – Work Trouser, Workrite # 475NMX75NB, Navy	50	EA	\$	\$
106	Firefighter – Work Trouser, Workrite # 475NMX75NB, Navy – Extra Long and Oversize Indicate sizes _____ to _____	10	EA	\$	\$

UPDATED Bid Sheet items:

Item No.	Bid Item Description	Estimated Annual Qty	UOM	Unit Cost	Extended
105	Firefighter – Plain Pant Full Cut, Workrite # 402NX75NV, Navy	50	EA	\$	\$
106	Firefighter – Plain Pant Full Cut, Workrite # 402NX75NV, Navy – Extra Long and Oversize Indicate sizes _____ to _____	10	EA	\$	\$



CITY OF ROUND ROCK
INVITATION FOR BID (IFB) – UNIFORMS FOR POLICE AND FIRE DEPARTMENTS
IFB No. 18-007REBID Addendum No. 1 Date of Addendum: 7/19/2018

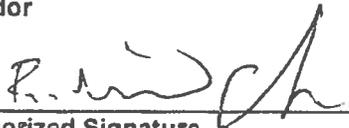
Approved by: 
Yvonne Hopkins, Purchaser

Date: 7/19/18

By the signatures affixed below this addendum is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED:

Galls, LLC
Vendor


Authorized Signature

R. Michael Andrews Jr.
Printed Name

7/23/2018
Date

RETURN ONE SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.



Award Recommendation

To: Oscar Wise
Contract Management
City of Round Rock

From: Chief Allen Banks
Chief of Police
Police Department
and

From: Chief Robert Isbell
Chief of Fire
Fire Department

Date: August 29, 2018

An Invitation For Bid was solicited in accordance with IFB No. 18-007REBID for Uniforms for Police and Fire Departments for the City of Round Rock.

The IFB solicitation was advertised in the Austin American Statesman newspaper and posted to the City of Round Rock website with the City receiving a total of one (1) response, as follows: Galls, LLC.

An evaluation team consisting of individuals with the City of Round Rock Police and Fire Departments with expertise in this area evaluated the offers and scored Galls, LLC as the most qualified company to provide these services, based on recordkeeping and maintenance database/system, alterations/embroidery options, uniform delivery process, the process for back-ordered items, the process for handling expedited order requests, and the bid cost.

Respondent and point distribution is listed below: Total available percentage points is 100%.

- **Galls, LLC – 95%**

The Police and Fire Departments recommend an award to Gall's, LLC based on the following: best overall bid in accordance with the advertised evaluation criteria, highest percentage points of 95% received during IFB evaluation and scoring, demo presentation to PD and Fire representatives by Galls and best vendor to provide the required uniforms for the City of Round Rock.

Agreement Term: Five (5) Years

Annual Contract Amount: \$601,338.65

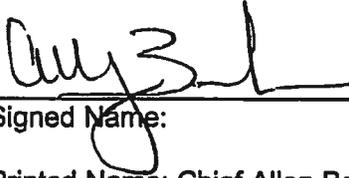
Total Contract Amount: \$3,006,693.25

Recommended Vendor:

Galls, LLC
826 Rutland Drive
Austin, Texas 78758
Headquarters:
1340 Russell Cave Rd.
Lexington, KY 40505

The anticipated contract shall be made in an amount for 60 months.

Approvals:



Signed Name:

Printed Name: Chief Allen Banks
Chief of Police

8-29-18

Date:



Signed Name:

Printed Name: Chief Robert Isbell
Chief of Fire

9-1-18

Date:



Purchasing Manager Review

Printed Name: Teresa Reddy
Purchasing Manager, Finance

Date: 9/4/18

BID TABULATION

Solicitation Number/Name: **18-007REBID Uniforms for Police and Fire Departments**

Evaluation Matrix

Item #	Evaluation Criteria	Low Bid	Points	Vendor 1	Vendor 2	Vendor 3
1	Cost Proposal	\$ 601,338.65	60	60	N/A	N/A
	Attachment C - Questionnaire					
2	Recordkeeping and maintenance database/system		20	18	N/A	N/A
3	Alterations/ embroidery options		5	4	N/A	N/A
4	Uniform delivery process		5	4	N/A	N/A
5	Process for back-ordered items		5	5	N/A	N/A
6	Process for handling expedited order requests		5	4	N/A	N/A
Grand Total Score			100	95	0	0
Total Bid Amount (from Bid Tabulation)				\$ 601,338.65	N/A	N/A

Department Recommends Award to: Vendor 1

Signature  Date: 8/3/18