

**CITY OF SPRINGFIELD ELECTRIC DEPARTMENT  
1000 CENTRAL AVENUE WEST  
SPRINGFIELD, TENNESSEE 37172**

**PROPOSAL CONTRACT**

**THIRTY-SIX (36) MONTH  
FLAME RESISTANT UNIFORM LEASE**

**BID OPENING DATE:** 11/10/2015

**TIME:** 10 a.m.

Contents:

- I. Proposal/Bid Preparation
- II. Base Bid
- III. Specifications
- IV. Business Relationship Affidavit
- V. Non-Collusion Affidavit

## I. PROPOSAL

### A. Preparation

BIDDER shall submit (2) copies of bid proposal in a sealed envelope addressed to:

City Recorder  
City of Springfield Department of Utilities  
405 North Main Street  
Springfield, TN 37172

Bids will open 11/10/15 at 10 a.m.. No telephone or faxed bids will be considered.

### B. Pricing

The BIDDER declares that this proposal is made without connection with any other person or persons bidding for the same work. Bids shall not contain any unbalanced prices, unauthorized additions, alternations, limitations, conditions, or provisions. Non-Collusion Affidavit and Business Relationship Affidavit must be returned with bid.

\*\*\*Springfield Electric reserves the right to reject any or all bids.\*\*\*

### C. Inspections and Tests

Unless otherwise specified in the contract or purchase order, BIDDER shall be responsible for the performance of all inspection and test requirements necessary to insure compliance with this specification. This action does not preclude subsequent inspection and testing by OWNER to further determine conformance to specification requirements of quality standards of workmanship, material and construction techniques.

### D. Questions

Any questions concerning these specifications should be directed to:

Michelle Dailey or Robert Gardner  
Springfield Electric Department  
1000 Central Avenue West  
Springfield, Tennessee 37172  
(615) 384-6770  
(615) 382-1642 (Fax)  
[medwards@springfield-electric.com](mailto:medwards@springfield-electric.com)  
[rgardner@springfield-electric.com](mailto:rgardner@springfield-electric.com)

II. BASE BID

Proposal of \_\_\_\_\_, herein called "BIDDER", to the City of Springfield Electric Department, herein called "OWNER":

That for and in consideration of the mutual agreements and covenants herein contained, the parties agree and bind themselves as set out below:

The BIDDER, in compliance with the invitation to bid for a 36-MONTH FLAME-RESISTANT (FR) UNIFORM LEASE, having examined the specifications with related documents, and being familiar with all the conditions surrounding the proposed services including the availability of materials and labor, hereby proposes to furnish all labor, material and supplies in accordance with the contract documents, within the set forth therein, at the price stated therein.

Bidder agrees to perform work in compliance with all codes applicable to this project. All work is to be performed in a neat and professional manner.

**This project is to be bid by BIDDER as a LUMP SUM PRICE per Employee Per Week for all work described in this specification.**

BIDDER hereby agrees to complete the work under this contract within thirty (30) calendar days after receipt of order.

Prior to commencement of lease, the successful bidder shall be required to provide OWNER the following:

- a. All executed documents related to this project returned to OWNER, and;
- b. Written guarantee of material and workmanship for all work to be performed under this contract including any terms and conditions of guarantee.

**ANY EXCEPTIONS OR SUBSTITUTIONS FROM THESE SPECIFICATIONS ARE TO BE NOTED AND EXPLAINED WITH ALL DOCUMENTATION SUPPLIED.**

**Notes:**

1. Bidder must submit with bid proposal complete specifications, pictures and literature describing and illustration the proposed uniforms.
2. Sales tax is not be included. We are a tax-exempt local government agency.
3. BIDDER agrees to be bound by the bid price in this proposal for a period of sixty (60) days from the date of the opening of the bid.
4. The OWNER reserves the right to reject any or all bids, to waive any informality in bids, and to accept in whole or part such bid or bids as may be deemed in the best interest of OWNER.
5. Bidder must provide 3 references that have used the FR rental program.

\_\_\_\_\_  
Signature – BIDDER

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
SPECIFICATIONS FOLLOW THIS PAGE  
\_\_\_\_\_

**CONTRACT AND SPECIFICATIONS FOR FR UNIFORMS  
SPRINGFIELD ELECTRIC DEPARTMENT  
OCTOBER 6, 2015**

**A. BID SPECIFICATIONS**

Please quote the following based on a 36 month lease:

Eleven (11) each            Flame Resistant cotton shirt, long sleeve, 7 oz., MINIMUM 85% COTTON, Arc Rating ATPV 8.0 calories/cm2 min., Khaki, button neck closure, right and left chest pockets with buttons, FR employee ID tag on inside collar, FR patch above left pocket with "SPRINGFIELD" on top line and "ELECTRIC" on bottom line, FR patch above right pocket with employee first name only.

\$\_\_\_\_\_per employee per week.

Eleven (11) each            Flame Resistant cotton work pant, 9 oz., Khaki, 100% cotton, 2 deep front pockets, 2 rear pockets with buttons, inner lined waistband, FR employee ID tag inside waist, relaxed fit, heavy duty brass zipper, NOMEX thread.

\$\_\_\_\_\_per employee per week.

Notes:

1. No exceptions or substitutions permitted without written consent from OWNER.
2. All leased prices quoted are to be weekly, per employee, based on outfitting eleven (12) employees. Prices shall include pickup and delivery, weekly laundering, repairs and upgrades.
3. List any applicable setup, alterations, relabeling and replacement charges, and other terms and conditions \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Estimated delivery time: \_\_\_\_\_

**B. UNIFORM LEASE AGREEMENT**

1. All uniforms shall be delivered on time, counted and carefully inspected for defect and quality before being delivered to Springfield Electric Department (OWNER). They shall then be inspected and counted again upon delivery by both OWNER and Uniform Company (BIDDER) before route salesperson leaves premises.
2. All uniforms are to be pressed weekly before delivery to OWNER'S premises.
3. All uniforms are to be delivered in a neat, professional condition each week for the duration of lease. Allowances shall be made for shrinkage when sizing garments to insure the best possible fit after washing.
4. All defective or otherwise unsatisfactory garments will be replaced immediately once BIDDER is notified of problems by OWNER.
5. If the terms and conditions listed herein are not satisfied or corrected within thirty (30) days of notification to BIDDER by OWNER, this lease will be considered terminated by both parties. BIDDER will then pick up all leased garments at no further consideration, monetary or otherwise, will be due BIDDER by OWNER, or the City of Springfield.
6. No increases in lease charges shall be allowed at any time during the term of this contract.
7. This agreement will constitute all agreements and understandings between BIDDER and OWNER. All other agreements or sections thereof conflicting herewith are considered void.

The undersigned have read this agreement and will comply.

_____	_____	_____	_____
BIDDER	DATE	ATTEST	DATE

_____	_____	_____	_____
CITY OF SPRINGFIELD (OWNER)	DATE	ATTEST	DATE



