



INVITATION TO BID AND INSTRUCTIONS TO BIDDERS

**Police Department Uniforms
(FY2022-070)**

**BID OPENING
October 29, 2021
2:00 PM, LOCAL TIME**

**at the
Central Services Complex Conference Room
City of Oak Ridge
100 Woodbury Lane
P. O. Box 1
Oak Ridge, Tennessee 37831-0001**

**Telephone: 865-425-1819
E-mail: lmajeski@oakridgetn.gov
Attn: Lyn Majeski**

INVITATION TO BID AND INSTRUCTIONS TO BIDDERS

FY2022-070

October 21, 2021

Police Department Uniforms

Invitation

Bids will be received by the City of Oak Ridge until 2:00 PM local time, October 29, 2021, then publicly opened in the Central Services Complex Conference Room at 100 Woodbury Lane, Oak Ridge, Tennessee 37830, for furnishing for the supply of specific uniform items listed in the Specifications and in-house tailoring services for such items.

All bids must be completed and submitted on the Bid Form provided. The bids shall be submitted on or before the time set for the opening of bids. Bids received after the time so set are late bids and will not be considered. Late bids, unmarked envelopes, and incorrectly marked envelopes will not be opened.

Electronic bids are not accepted.

Mandatory Pre-Bid Conference

There is no pre-bid conference.

Discrepancies

Should the Bidder find any discrepancies in, or omission from, the bid documents, or should the Bidder be in doubt as to their meaning, the Bidder shall at once notify Lyn Majeski at lmajeski@oakridgetn.gov and obtain an interpretation or clarification prior to submitting a bid.

Any interpretation or clarification given in accordance with this provision shall be in writing and will be distributed to all known Bidders. Only questions answered in writing will be binding. Oral and other interpretations or clarifications will be without legal effect. All questions must be submitted to Lyn Majeski no later than 12:00 PM, local time, on October 25, 2021, to give sufficient time for responses to be sent to all prospective bidders.

Prices

The Bidder shall submit the attached Bid Form. It is agreed that this bid document in its entirety is included in and made a part of any contract between the City and the successful Bidder.

Withdrawal of Bids

Bids may be withdrawn on written request received from Bidders prior to the time fixed for opening the bids.

Rejection of Bids

The City reserves the right to reject any and all bids when such rejection is in the interest of the City of Oak Ridge; to reject the bid of a Bidder who has previously failed to perform properly or complete on time jobs of a similar nature; to reject the bid of a Bidder who is not, in the opinion of the City, in a position to perform the Contract, and to reject the bid of a Bidder not submitted in accordance with this Invitation to Bid.

Bidders Interested in More than One Bid

A party who has quoted prices to a Bidder is not disqualified from quoting prices to other Bidders or from submitting a bid directly for the work; however, more than one bid for the same work from an individual or entity under the same or different name will not be considered.

Award of Contract

The City will make the award as soon as practicable to the lowest responsible Bidder, price and other factors considered, provided it is reasonable and in the best interest of the City. The City reserves the right to award the contract to more than one bidder if in the best interest of the City. The contract is anticipated to go City Council (governing body) for approval on November 8, 2021.

City Officers and Employees Not To Have Financial Interest

No contract shall be made with any officer or employee of the City or any firm or corporation in which any officer or employee of the City has financial interest.

Compliance with All Laws, Ordinances, Statutes, and Regulations

The Contractor shall comply with all federal, state, county and local laws, ordinances, statutes, and regulations. Pursuant to City Code § 5-413, the City may not accept bids from Bidders in default of any payment of any nature due to the City, including but not limited to taxes, licenses and fees.

Bid Submittal Instructions

Each bid must be submitted in an opaque sealed envelope marked and addressed on the outside as follows:

From: Bidders Name
Bidder's Address

To:	<u>In Person or By Overnight Delivery</u>	<u>Regular Mail</u>
	Attn: Lyn Majeski Finance Department City of Oak Ridge 100 Woodbury Lane Oak Ridge, TN 37830	Attn: Lyn Majeski Finance Department City of Oak Ridge P.O. Box 1 Oak Ridge, TN 37831-0001

If the bid is submitted by mail rather than hand-delivery, the sealed envelope containing the bid must be enclosed in another envelope addressed as stated above. Bids submitted by mail should indicate on the outside envelope, lower left corner, the following: "Sealed bid for FY2022-070: Police Department Uniforms to be opened October 29, 2021, at 2:00 PM, local time" to ensure the bid is delivered to the appropriate person at the City in a timely fashion. Late bids are not accepted and will not be opened. Any objections or requested waivers of the bid documents must also be submitted with the bid.

SPECIFICATIONS

The City is presently seeking bids for the provision of the following items and in-house tailoring for such items for the Oak Ridge Police Department.

Uniform Allotment

The Oak Ridge Police Department provides a uniform allowance to each officer of \$400.00 per year. The Bidder shall allow officers to charge uniform items and tailoring services to a City account. The City shall reimburse the Bidder within 30 days of invoice.

Approved Items for Purchase:

The Bidder must be able to provide all of the following items including tailoring and patch sewing.

Class A Uniforms	
Flying Cross Justice 75% Polyester/25% Wool Men's Short Sleeve Shirt	#57R84Z
Flying Cross Justice 75% Polyester/25% Wool Men's Long Sleeve Shirt	#07W84Z
Flying Cross Justice 75% Polyester/25% Wool Men's Pants w/Freedom Flex Waist	#F1 47289
Flying Cross Justice 75% Polyester/25% Wool Women's Short Sleeve Shirt	#157R89Z
Flying Cross Justice 75% Polyester/25% Wool Women's Long Sleeve Shirt	#107W84Z
Flying Cross Justice 75% Polyester/25% Wool Women's Pants w/Freedom Flex Waist	#F1 47289W
Flying Cross Command 100% Polyester Men's Short Sleeve Shirt	#87R78Z
Flying Cross Command 100% Polyester Men's Long Sleeve Shirt	#34W78Z
Flying Cross Command 100% Polyester Men's Pants	#38289
Flying Cross Command 100% Polyester Women's Short Sleeve Shirt	#177R78Z
Flying Cross Command 100% Polyester Women's Long Sleeve Shirt	#127R78Z
Flying Cross Command 100% Polyester Women's Pants	#38200W
Blauer Armorskin Vest Carrier	#8370
Blauer Armorskin Long Sleeve Shirt	#8371
Blauer Armorskin Short Sleeve Shirt	#8372
Blauer 4-Pocket Polyester Pants	#8650
Blauer 4-Pocket Wool Pants	#8560
Class A Accessories	
Bayly 8-point Uniform Hat	Custom #
Samuel Broome Polyester clip on tie w/buttonholes	n/a
Class B Uniforms	
5.11 Tactical Performance Short Sleeve Polo Shirt	#71049
5.11 Tactical Performance Long Sleeve Polo Shirt	#72049

First Tactical Men's V2 Tactical Pants	#114001
First Tactical Women's V2 Tactical Pants	#124011
Animal Control	
Propper Kinetic Short Sleeve Shirt	#F5350
Propper Kinetic Long Sleeve Shirt	#F5371
Propper Kinetic Pants	#F5294

Local Presence and In-house tailoring:

The Bidder must maintain a physical location within 30 miles of the City of Oak Ridge and have facilities available for officers to try on uniform items before purchase. The Bidder must provide in-house tailoring services; send-off or tailoring by mail services will not be accepted.

BID FORM

Project: Police Department Uniforms

In compliance with the Invitation for Bids, dated October 21, 2021, the undersigned Bidder:

_____ agrees to the following:

- If this bid is accepted, it can provide the uniform items listed in the Specifications at the unit prices attached to this Bid Form, maintains a physical presence within 30-miles of the City of Oak Ridge, it provides in-house tailoring services, and will allow Oak Ridge Police Department personnel to charge up to \$400.00 per year to be paid by the City upon invoice.
- That the City reserves the right to reject any or all bids and to waive any informality in the bidding.
- That this bid shall be good for a period of ninety (90) days from the date of opening.
- That no officers or employees of the City of Oak Ridge are members of, or have financial interest in, the business submitting this bid.

Signature

Printed Name and Title

Business Name: _____

Phone: _____

Mailing Address: _____

Fax: _____

Physical Address
(if different): _____

E-mail: _____
Tax ID
Number: _____

Bidder acknowledges receipt of the following addenda:

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

Any objections or requested waivers to the terms contained in the bid documents must also be attached. Objections/waivers will be considered when evaluating bids.

Class A Uniforms		Unit Price
Flying Cross Justice 75% Polyester/25% Wool Men's Short Sleeve Shirt	#57R84Z	
Flying Cross Justice 75% Polyester/25% Wool Men's Long Sleeve Shirt	#07W84Z	
Flying Cross Justice 75% Polyester/25% Wool Men's Pants w/Freedom Flex Waist	#F1 47289	
Flying Cross Justice 75% Polyester/25% Wool Women's Short Sleeve Shirt	#157R89Z	
Flying Cross Justice 75% Polyester/25% Wool Women's Long Sleeve Shirt	#107W84Z	
Flying Cross Justice 75% Polyester/25% Wool Women's Pants w/Freedom Flex Waist	#F1 47289W	
Flying Cross Command 100% Polyester Men's Short Sleeve Shirt	#87R78Z	
Flying Cross Command 100% Polyester Men's Long Sleeve Shirt	#34W78Z	
Flying Cross Command 100% Polyester Men's Pants	#38289	
Flying Cross Command 100% Polyester Women's Short Sleeve Shirt	#177R78Z	
Flying Cross Command 100% Polyester Women's Long Sleeve Shirt	#127R78Z	
Flying Cross Command 100% Polyester Women's Pants	#38200W	
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Blauer Armorskin Long Sleeve Shirt	#8371	
Blauer Armorskin Short Sleeve Shirt	#8372	
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Animal Control		
Propper Kinetic Short Sleeve Shirt	#F5350	
Propper Kinetic Long Sleeve Shirt	#F5371	
Propper Kinetic Pants	#F5294	
Other Charges		
Delivery/Shipping		