



# PHENIX CITY Alabama

## FINANCE DEPARTMENT

601 12th Street | Phenix City, AL 36867 | Ph: 334-448-2730 | Fx: 334-448-2731 | phenixcityal.us

**DR. R. GRIFF GORDY**  
Mayor Pro Tem / At Large

**STEVE BAILEY**  
Councilmember District 1

**EDDIE N. LOWE**  
Mayor

**VIKEY F. CARTER**  
Councilmember District 2

**ARTHUR L. DAY, JR.**  
Councilmember District 3

WALLACE B. HUNTER, City Manager  
SHANNON DAVIS, City Clerk  
LABRITA KING COPELAND, Finance Director

### BID FORM

THIS IS AN INQUIRY - NOT AN ORDER

Date: August 13, 2024 Bids Close On: September 12, 2024 Time: 1:30 PM EST

Bids to be delivered to: **Purchasing Agent, City of Phenix City, Alabama, 601 12th Street, Second Floor, Phenix City, Alabama 36867**

Please quote us prices on the articles or services listed below. The right is reserved to accept or reject all or any part of your offer, and to accept the offer the City Council considers the most advantageous to the City. Any suggestions as to quantity to secure a better price are welcome.

Item No.	Quantity	Item	Unit Price	Total
		Please see attached documents		

BIDS MUST BE RETURNED IN A SEALED ENVELOPE TO THE ADDRESS ABOVE. MARKED: **F24-05 Uniform (Engineering and Parks & Recreation)** IF YOU MAIL YOUR BID BY FED EX OR AIRBORNE, ETC., PLEASE WRITE ON THE ENVELOPE ALSO: **F24-05 Uniform (Engineering and Parks & Recreation)**

NO BIDS WILL BE ACCEPTED AFTER **9:30 AM EST** ON THE BID OPENING DATE. PLEASE NOTE THAT THE TIME IS EASTERN (GEORGIA). BIDS WILL BE OPENED AT THE PUBLIC SAFETY BUILDING IN THE COUNCIL CHAMBERS AT 1111 BROAD STREET, PHENIX CITY AL, 36867.

FOR ADDITIONAL INFORMATION, CALL: 334-448-2730

#### GENERAL CONDITIONS OF BIDDING - READ CAREFULLY

- Quote on alternates if unable to furnish items listed. State on face of bid exactly what you are furnishing. (Brand or Manufacturer's Name).
- Any catalog, or manufacturer's reference in this proposal is descriptive, but not restrictive, and is used only to indicate type and grade.
- Furnish specifications on all items bid.
- The City of Phenix City is exempt from all Federal Excise Taxes. DO NOT include tax in your bid price or invoice.
- PRICE MUST BE ITEMIZED. The City of Phenix City reserves the right to award item or total bid.
- ALL bids must be quoted f.o.b. Phenix City.
- In case of a discrepancy between the unit price and the extension, the unit price will be taken.
- Due to legal requirements of the City for processing payments, cash discounts should be quoted ten days after end of month, when possible.
- In the event no bid is to be submitted note same on invitation and return with the general provisions included herein. Also advise whether future invitations for type of supplies or services covered by the inquiry are desired.
- The successful bidder will be required to have all applicable state and city business licenses.
- This original request for proposal, along with any attachments, **MUST BE SUBMITTED IN DUPLICATE.**
- A bid bond or cashier's check of \$ 1,000.00 must be submitted with all bids.

The undersigned hereby offers to furnish and deliver the articles or services as specified above at the prices and terms there stated and in strict accordance with the specifications and general conditions of bidding, all of which are made a part of this offer. This offer is not subject to withdrawal.

Delivery can be made \_\_\_\_\_ Cash discount \_\_\_\_\_ % \_\_\_\_\_ Days

Name of Business \_\_\_\_\_

By: \_\_\_\_\_  
Authorized Representative - **Must sign by hand**

Business Telephone: \_\_\_\_\_



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### **BID ADVERTISEMENT**

The City of Phenix City is seeking bids on Uniforms for the **ENGINEERING DEPARTMENT AND PARKS & RECREATION DEPARTMENT**.

Bids must be submitted in a sealed envelope marked:

#### **F24-05 UNIFORM BID (ENGINEERING DEPARTMENT AND PARKS & RECREATION DEPARTMENT)**

The City of Phenix City will receive sealed bids until **September 12, 2024 at 09:30 AM EST** in the Finance Department at 601 12<sup>th</sup> Street, 2<sup>nd</sup> Floor, Phenix City, AL 36867. The official bid opening for **F24-05 UNIFORM BID (ENGINEERING DEPARTMENT AND PARKS & RECREATION DEPARTMENT)** will be at **September 12, 2024 at 01:30 PM EST** in the Phenix City Council Chambers of the Public Safety Building, 1111 Broad Street, Phenix City, AL 36867. If you will be submitting bids for multiple uniform bids, you must send/deliver **each bid separately and properly named/titled** for which bid you are submitting.

All vendors submitting a bid **must** attend a pre-bid meeting at Phenix City Council Chambers of the Public Safety Building, 1111 Broad Street, Phenix City, AL 36867 on **August 22, 2024 from 10:00 AM to 11:00 AM**. All samples will be required at this meeting. Reserve a space by contacting the Finance Department at (334) 448-2730 or by email [purchasing@phenixcityal.us](mailto:purchasing@phenixcityal.us).

The City reserves the right to reject any or all bids.

A Bid Bond or Bank Cashier's Check of \$1,000.00 must be submitted with all bids in order for the bid to be considered.

For additional information or copies of the bid specifications, contact the Finance Department at (334) 448-2730 or by email [purchasing@phenixcityal.us](mailto:purchasing@phenixcityal.us).

## Engineering/Public Works and Parks & Recreation Department Specifications

### A-Public Works Duty Uniforms

#### Building Maintenance

- 5 khaki work pants
- 5 yellow safety work shirts with pockets with screen printed City logo and “Building Maintenance” (choice of short or long sleeve)
  
- **Supervisor**
  - 5 khaki dress pants
  - 5 color polo short or long sleeve shirts with embroidered City logo and “Building Maintenance” in dark green stitching

#### Limbs & Debris

- 5 dark brown work pants
- 5 yellow safety work shirts with pockets with screen printed City logo and “Public Works Department” (choice of short or long sleeve)
  
- **Superintendent**
  - 5 khaki/dress pants
  - 5 color dress long or short sleeve shirts with embroidered City logo and “Public Works Department” in dark brown stitching

#### Refuse Disposal

- 5 dark brown work pants
- 5 yellow safety work shirts with pockets with screen printed City logo and “Public Works Department” (choice of short or long sleeve)

#### Streets and Drainage

- 5 dark brown work pants
- 5 yellow safety work shirts with pockets with screen printed City logo and “Public Works Department” (choice of short or long sleeve)

#### Vehicle Maintenance

- 5 navy blue work pants
- 5 navy blue work shirts with embroidered City logo and “Vehicle Maintenance” in white stitching (choice of short or long sleeve)
- 5 short sleeve navy blue T-shirts embroidered with City logo and “Vehicle Maintenance” in white

## **Cemetery Division**

- 5 dark brown work pants
- 5 yellow safety work shirts with pockets with screen printed City logo and “Public Works Department” in (choice of short or long sleeve)
- **Supervisor**
  - 5 khaki work pants
  - 5 color polo short or long sleeve shirts with embroidered City logo and “Cemetery Division” in dark brown stitching

## **B-Parks & Recreation Duty Uniforms**

### **Parks & Recreation Department**

#### **Maintenance Employees**

- 5 navy blue cargo work pants
- 5 khaki work shirts with embroidered City logo and “Parks & Recreation Department” in navy blue stitching (choice of short or long sleeve)
- **Supervisor**
  - 5 navy blue cargo work pants
  - 5 khaki polo shirts with embroidered City logo and “Parks & Recreation Department” in navy blue stitching (choice of short or long sleeve)
  
- **Superintendent**
  - 5 navy blue cargo work pants
  - 5 white polo shirts with embroidered City logo and “Parks & Recreation Department” in navy blue stitching (choice of short or long sleeve)
  - 5 navy blue polo shirts with embroidered City logo and “Parks & Recreation Department” in white stitching (choice of short or long sleeve)

### **Golf Course**

#### **Office/Sales/Concession**

- 5 light blue polo shirts with embroidered City logo and “Lakewood Golf Course” in navy blue stitching (choice of short or long sleeve)

#### **Service Maintenance**

- 5 navy blue cargo work pants
- 5 navy blue work shirts with embroidered City logo and “Lakewood Golf Course” in white stitching (choice of short or long sleeve)

## **B – ACTIVEWEAR (TEE SHIRTS, SHORTS, SWEATSHIRTS & SWEATPANTS) SPECIFICATIONS**

### **Engineering/Public Works**

#### **Cemetery Division**

- 5 tan short sleeve tee shirts with pockets
- Screen printed with City logo and “Public Works Department”

#### **Vehicle Maintenance**

- 5 navy blue short sleeve tee shirts
- Screen printed with City logo and “Vehicle Maintenance”

### **Parks & Recreation**

#### **Maintenance Employees**

- 5 tan/khaki short sleeve tee shirts
- Screen print City logo

#### **Events & Concessions Assistant (1 employee)**

- 5 kelly green short sleeve tee shirts
- 1 kelly green sweatshirt
- Screen print City logo

#### **Center Coordinator Employees (6 employees)**

- 5 kelly green tee shirts
- 1 kelly green sweatshirt
- Screen print City logo

#### **Center Workers & Seasonal Maintenance (16 employees)**

- 5 kelly green tee shirts (choice of short or long sleeve)
- 1 kelly green sweatshirt
- Screen print City logo

#### **Concessionaires Employees (16 employees)**

- 3 kelly green short sleeve tee shirts
- Screen print City logo

#### **Complex and Concessions Managers, Beverage Attendants (14 employees)**

- 3 kelly green short sleeve tee shirts
- Screen print City logo

## **Golf Course**

### **Service Employees**

- 5 navy blue short sleeve tee shirts
- Screen print City logo

## **C –JACKETS**

### **Unlined Lightweight Jacket**

- Color indicated under department
- Embroidered City logo and department name in indicated color stitching
- 100% polyester
- Underarm vents for breathability
- Water-resistant finish to keep dry

### **Heavy Jacket**

- Color indicated under department
- Embroidered City logo and department name in indicated color stitching
- 100% nylon waterproof fabric and taffeta lining to keep dry
- 100% lined
- Concealed front zipper and hidden storm flap
- Pocket with two lower inset slash pockets and utility pocket on left sleeve

**Note: all pants, short and long sleeve button up shirts, tee shirts, shorts, sweatshirts, sweatpants, jackets, and coveralls need to be available in long lengths, long tail, and sizes from small to 6XL.**

## **Engineering/Public Works**

### **Vehicle Maintenance**

- Navy blue in color
- Embroidered City logo and “Vehicle Maintenance” in white stitching

## **Parks & Recreation Department**

### **Maintenance Employees**

- Navy blue in color
- Embroidered City logo and “Parks & Recreation Department” in whitestitching

### **All Other Department Employees**

- Kelly green in color
- Embroidered City logo and “Parks & Recreation Department” in whitestitching

## **Golf Course**

### **Service Employees**

- Navy blue in color
- Embroidered City logo and “Lakewood Golf Course” in white stitching

## **D- COVERALLS**

### **Lightweight Coveralls**

- Color indicated under department
- Embroidered City logo and department name in indicated color stitching
- Long or shortsleeve
- Lightweight yet incredibly durable
- 8.5 oz. 100% cotton, preshrunk fabric
- Two-way heavy-duty brass zipper with locking slider
- Double reinforced hidden pockets
- Two (2) chest pockets
- Machine washable
- Underarm vents for breathability
- Water-resistant finish to keep dry

### **Heavy Quilt-Lined Insulated Coveralls**

- Color indicated under department
- Embroidered City logo and department name in indicated color stitching
- Long sleeve
- 65% polyester/35% cotton fabric
- Lined with medium-weight polyfil insulation quilted to 100% polyester taffeta
- Heavy-duty brass leg zipper with snap closure for easy opening on/off
- Reinforced knee patches
- Heavy-duty nylon hem
- Pleated elbows
- Triple-needle stitching on all main seams
- Adjusted leg snaps for more flexibility
- Left inside chest pocket with hook/loop closure

**Note: all pants, short and long sleeve button up shirts, tee shirts, shorts, sweatshirts, sweatpants, jackets, and coveralls need to be available in long lengths, long tail, and sizes from small to 6XL.**

## **Engineering/Public Works**

### **Building Maintenance**

- Dark brown in color
- Embroidered City logo and “Building Maintenance” in tan stitching

### **Limbs & Debris**

- Dark brown in color
- Embroidered City logo and “Public Works Department” in tan stitching

### **Refuse Disposal**

- Dark brown in color
- Embroidered City logo and “Public Works Department” in tan stitching

### **Streets & Drainage**

- Dark brown in color
- Embroidered City logo and “Public Works Department” in tan stitching

### **Cemetery Division**

- Dark brown in color
- Embroidered City logo and “Public Works Department” in tan stitching

### **Vehicle Maintenance**

- Navy blue in color
- Lightweight (short or long sleeve)
- Quilt-Lined (long sleeve)
- Embroidered City logo and “Vehicle Maintenance” in white stitching

## **Parks & Recreation Department**

### **Maintenance Employees**

- Navy blue in color
- Embroidered City logo and “Parks & Recreation Department” in white stitching

### **Golf Course**

#### **Service Employees**

- Navy blue in color
- Embroidered City logo and “Lakewood Golf Course” in white stitching



## **BID I – PUBLIC WORKS HATS, CAPS & KNIT/TOBOGGAN CAP SPECIFICATIONS**

### **Baseball Cap – Flex-Fit Cap (winter)**

- Color indicated under department
- Embroidered with City logo
- 100% cotton brushed twill
- Medium profile with patented “EZ-Stretch” design for a fitted feel
- Flex-fit band, sizes small-XL

### **Baseball Cap – Mesh Back (summer)**

- Color indicated under department
- Embroidered with City logo
- 65% polyester/35% cotton
- Hook-and-eye closure
- Flex-fit bands, sizes small-XL

### **Knit Cap/Toboggan**

- Color indicated under department
- Embroidered with City logo
- 100% acrylic or polyester
- Comfortable knit fabric and a fold-over design features easy coverage

## **Engineering/Public Works**

### **Building Maintenance**

- Khaki in color (caps)
- Dark brown in color (toboggan)
- Both embroidered with City logo & Department

### **Limbs & Debris**

- Dark brown in color
- Embroidered with City logo and Department
- Both caps and toboggan

## **Refuse Disposal**

- Dark brown in color
- Embroidered with City logo and Department
- Both caps and toboggan

## **Streets & Drainage**

- Dark brown in color
- Embroidered with City logo and Department
- Both caps and toboggan

## **Cemetery Division**

- Dark brown in color
- Embroidered with City logo and Department
- Both caps and toboggan

## **Vehicle Maintenance**

- Navy blue in color
- Embroidered with City logo and Department
- Both caps and toboggan

## **Parks & Recreation Department**

### **Maintenance Employees**

- Navy blue in color
- Embroidered with City logo
- Both caps and toboggan

### **All Other Department Employees**

- Kelly green in color
- Embroidered with City logo
- Both caps and toboggans

## **Golf Course**

### **Office/Sales**

- Navy blue in color
- Embroidered with City logo

### **Service Employees**

- Navy blue in color
- Embroidered with City logo

## **SAFETY ITEMS**

### **Rain Jacket**

- ANSI Class 3 high-visibility
- Neon yellow in color
- Polyester with polyurethane coating
- 48" long
- Silver 2" reflective tape
- Full collar
- Underarm ventilation with eyelet for breathability
- Outside side slash pockets

### **Hard Hats**

- White in color
- Low profile design
- Shell constructed of high density polyethylene materials
- Rain trough on side and back of helmet channel moisture away
- Snap lock (pinlock) suspension features "tuck away" adjustments for all day, hassle free wear
- Universal accessory slots fit cap mounted ear muffs and accessories
- Hats accommodate chin straps
- Soft brown pad is replaceable
- Meets ANSI Z89.1-2009 Standards, Type I, Class C, G, and E

### **Sun Hats**

- Oxford polyester
- Mesh venting panels and wide brim for face
- ANSI-certified level 2
- PVA material with ultimate cooling relief
- Adjustable drawstring
- Sizes small-XL

## **Safety Vest**

- ANSI/ISEA 107-2010 Class 2 (day wear)
- Yellow and lime in color
- 3M reflective taping for enhanced visibility
- 2" wide reflective taping on front and back
- Zipper closure
- Two upper chest outside pockets and two lower inside pockets
- 100% polyester mesh
- Size up to 6XL

## **Safety Vest**

- ANSI/ISEA 107-2010 Class 3 (night wear)
- Yellow and lime in color
- 3M reflective taping for enhanced visibility
- 2" wide reflective taping on front and back
- Zipper closure
- Two upper chest outside pockets and two lower inside pockets
- 100% polyester mesh
- Sizes up to 6XL

## **Leather Work Gloves**

- Split leather with safety cuffs
- Size medium to XL

## **Rubber Work Gloves**

- Neoprene gloves
- Waterproof
- Elastic, flexible, tough, durable, and resistant to damage from heat and puncture
- Cotton flock lining
- Sizes medium to XL

## **Brown Jersey Work Gloves**

- Cotton/polyester brown jersey gloves
- Size medium to XL

## **Engineering/Public Works Department**

- Rain jacket
- Hard hats
- Sun hats
- Safety vest
- Leather workgloves

- Rubber work gloves
- Brown jersey work gloves

### **Safety T-Shirts with Pockets**

- Class 2 & 3
- With City Logo and “Department Name”
- Size medium to 5XL

### **Safety Bomber Jackets**

- Class 2 & 3
- With City Logo and “Department Name”
- Size medium to 5XL

### **Parks & Recreation Department**

- Rain jacket
- Sun hats
- Safety vest
- Leather workgloves
- Rubber work gloves
- Brown jersey work gloves

### **Golf Course**

- Rain jacket