



# 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

**VICKEY 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: 3:00 PM EST

Bids to be delivered to: **Purchasing Agent, City of Phenix City, Alabama, 601 12<sup>th</sup> 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: **F24-06 Uniform (Utilities)**  
IF YOU MAIL YOUR BID BY FED EX OR AIRBORNE, ETC., PLEASE WRITE ON THE ENVELOPE ALSO: **F24-06 Uniform (Utilities)**  
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 Utilities Department

Bids must be submitted in a sealed envelope marked:

#### **F24-06 UNIFORM BID (UTILITIES)**

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 **F24-06 UNIFORM BID (UTILITIES DEPT.)** will be at **September 12, 2024 at 03:00 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).

## UTILITIES DEPARTMENT

### DUTY WORK UNIFORM SPECIFICATIONS

#### Utilities Administration

- 5 navy blue cargo work pants
- 5 light blue work shirts with embroidered City logo and “Utilities Department” in navy blue stitching (choice of short or long sleeve)
- 5 khaki cargo work pants
- 5 navy blue polo shirts with embroidered City logo and “Utilities Department” in white stitching (long sleeve)
- 5 navy cargo work pants
- 5 navy blue polo shirts with embroidered City logo and “Utilities Department” in white stitching (short sleeve)
- 5 light blue work shirts with embroidered City logo and “Utilities Department” in navy blue stitching (short sleeve)

#### Water Distribution

- 5 navy blue cargo work pants
- 5 light blue work shirts with embroidered City logo and “Utilities Department” in navy blue stitching (choice of short or long sleeve)

#### Wastewater Collection

- 5 navy blue cargo work pants
- 5 light blue work shirts with embroidered City logo and “Utilities Department” in navy blue stitching (choice of short or long sleeve)

#### Water Filtration

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

#### Wastewater Treatment

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

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

**Utilities Administration**

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

**Water Distribution**

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

**Wastewater Collection**

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

**Water Filtration**

- 5 light blue short sleeve tee shirts
- Screen print City logo
- **Supervisor**
  - 5 light blue short sleeve tee shirts
  - Screen print City logo

**Wastewater Treatment**

- 5 light blue short sleeve tee shirts
- Screen print City logo
- **Supervisor**
  - 5 light blue short sleeve tee shirts
  - Screen print City logo

**JACKET SPECIFICATIONS**

- Navy blue in color
- Embroidered City logo and “Utilities Department” in white stitching

**OVERALLS SPECIFICATIONS**

- Navy blue in color
- Embroidered City logo and “Utilities Department” in white stitching

### **HATS & TOBOGGANS SPECIFICATIONS**

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

### **SAFETY ITEM SPECIFICATIONS**

- **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
  - 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
  
- **Rubbery 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