



Burlington Fire Department



136 South Winooski Avenue
Burlington, Vermont 05401-8378
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Request for Proposals: Uniform Components

Date of Issuance: September 28, 2018

Issued by: City of Burlington, Vermont, Fire Department

DUE DATE:

Written proposals are due by October 12, 2018 at 4:00pm to Fire Station #1, 136 South Winooski Avenue, Burlington, Vermont, 05401. Proposals may be sent via U.S. Mail or delivered in person to the Burlington Fire Department main offices located at 136 South Winooski Avenue, Burlington, Vermont, 05401.

DUE DATE FOR QUESTIONS:

October 5, 2018. Submit questions via email to JValyou@burlingtonvt.gov. Responses will be posted by October 9, 2018 at 5:00pm.

POINT OF CONTACT:

Jamie Valyou, Captain
136 South Winooski Avenue
Burlington, Vermont 05401

Proposals should be sent to the attention of the point of contact and clearly marked "Uniform Proposal."

OBJECTIVE:

To provide high quality, affordable uniforms for the men and women of the Burlington Fire Department.

SCOPE OF WORK:

The Burlington Fire Department is currently accepting bids for uniform components for FY 19. The following are specifications on the uniforms:

- 5.11 Company Pant- Style # 74398 or #74399
 - Color: Fire Navy (720)
 - Quantity: 168-200
 - Mix of Style #'s

- 5.11 Tactical Short- Style#73285
 - Color: Fire Navy (720)
 - Quantity: 50

- 5.11 Men's S/S A- CL STN SHR- Style #46122
 - Color: Fire Navy (720)
 - Quantity: 30
 - Color: White (010)
 - Quantity: 20
 - Embroidery: Last name and on right breast on 50 units
 - Fire Department patch left arm
 - Reverse American flag on right arm
 - Sewn on badge protector and epilate

- 5.11 Professional S/S polo- Style #41060
 - Color: Dark Navy (724)
 - Quantity: 100
 - Embroidery: "Burlington Fire" on left breast
 - Embroidery: Last name and Rank on right breast on 60 units
 - Color: Heather Gray (016)
 - Quantity: 75
 - Embroidery: "Burlington Fire" on left breast
 - Embroidery: Last name and Rank on right breast on 40 units
 - Silk screen: "Fire/Ems" on back of 15 units

- 5.11 Professional L/S polo Style #42056
 - Color: Heather Gray
 - Quantity: 30
 - Embroidery: "Burlington Fire" on left breast
 - Embroidery: Last name and Rank on right breast on 20 units

- 5.11 Performance S/S Polo – Men's Style #71049
 - Color: White (010)
 - Quantity: 24
 - Embroidery: "Burlington Fire" on left breast
 - Embroidery: Last name and Rank on right breast on 16 units

-5.11 ¼ Zip Job Shirt- Style #72314

Color: Fire Navy (720)

Quantity: 24

Embroidered Burlington Fire (stacked) White/red left chest

Embroidered: Last name and Rank on right breast on 18 units

It is understood that the quantities are estimates and the Fire Department reserves the right to change any/all final numbers.

PROPOSAL EVALUATION & REJECTION/ACCEPTANCE OF PROPOSALS:

The City reserves the right to consider proposals for 150 days after receipt thereof, and further reserves the right to reject any or all proposals, waive any defects, informalities, and minor irregularities, to accept exemptions to these specifications and make such awards or act otherwise as it alone may deem in its best interest. Additional information may be requested prior to final selection.

PROPOSAL FORMAT:

Proposals are encouraged to be concise and must include, but not limited to the following:

1. Letter of transmittal and two copies of the proposal if sent through the U.S. Mail. If sent electronically, all documents shall be in PDF format.
2. Statement of exceptions to the RFP requirements.
3. Price and signature by authorized representative for the firm.
4. List of three professional references.

LIMITATIONS OF LIABILITY:

The City of Burlington, Vermont, assumes no responsibility or liability for costs incurred by parties responding to this Request for Proposals or responding to any further requests for interviews, additional data, etc., prior to issuance of the contract.

PUBLIC RECORDS:

Any and all records submitted to the City, whether electronic, paper, or otherwise recorded, are subject to the Vermont Public Records Act. The determination of how those records must be handled is solely within the purview of City. All records considered to be trade secrets, as that term is defined by subsection 317(c) (9) of the Vermont Public Records Act, shall be identified, as shall all other records considered to be exempt under the Act. It is not sufficient to merely state generally that the proposal is proprietary or a trade secret or is otherwise exempt. Particular records, pages or section which are believed to be exempt must be specifically identified as such and must be separated from other records with a convincing explanation and rationale sufficient to justify each exemption from release consistent with Section 317 of Title 1 of the Vermont Statutes Annotated.

OWNERSHIP OF DOCUMENTS:

Proposals, plans, specifications, and other documents prepared and submitted under this RFP shall become property of the City.

NON-DISCRIMINATION:

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, crime victim, HIV positive status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 865-7145.