

RESOLUTION 25-72

**A RESOLUTION TO AUTHORIZE ADVERTISEMENT OF FIRE DEPARTMENT
UNIFORM REQUEST FOR PROPOSALS**

WHEREAS, the City of Spring Hill operates a career fire department that responds to all hazards within the City; and

WHEREAS, the department has the need to purchase department specified uniforms from a single vendor in order to maintain consistency in brands, purchase processes, purchasing orders and accounts receivable; and

WHEREAS, the department wishes to advertise a Request for Proposal (RFP) for the individual uniform items; and

WHEREAS, upon the receipt of the RFPs, the Department will be able to select the winning vendor(s) to supply uniforms for the next fiscal year, and beyond, if possible.

NOW, THEREFORE BE IT RESOLVED, by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee to authorize the Fire Department to advertise an RFP for specific uniforms, and to collect and score the responses for consideration of entering into a contract with the winning vendor(s).

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 17th Day of March, 2025.

ATTEST:

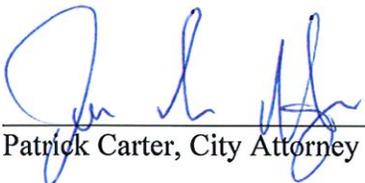


April Goad, City Recorder



Jim Hagaman, Mayor

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



REQUEST: **Approval of Resolution 25-72**

SUBMITTED BY: **Graig Temple, Fire Chief**

DATE: **March 17, 2025**

RE: **Uniform Contract RFP**

PURPOSE:

The purpose of this resolution is to allow the Fire Department to advertise an RFP and to obtain bids on various uniforms.

BACKGROUND:

The Fire Department has a thorough list of approved uniform items. In order to maintain consistency in brands, colors, online purchasing platform, business practices to include purchase orders and accounts receivable, the Department attempts to use one single uniform vendor.

FINANCIAL IMPACT:

The Fire Department budgets annually for both new and replacement uniforms.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 25-72 to allow the Fire Department to advertise an RFP for the purpose of selecting a uniform vendor.

CITY OF SPRING HILL, TENNESSEE
CONTRACT DOCUMENTS
&
SPECIFICATIONS
FOR
Fire Department Uniforms



March 17, 2025

INVITATION TO BID
Fire Department Uniforms
City of Spring Hill, Tennessee

Sealed Bids will be received by the City of Spring Hill, Tennessee, "Fire Department Uniforms", 199 Town Center Parkway (*for hand delivery or courier service*), P.O. Box 789 (*for regular mail service*) Spring Hill, Tennessee 37174, on or before April 24th, 2025, at 2 pm. The envelope containing the bid must be sealed and marked "**Fire Department Uniforms**".

Bids must be made on the Bid Form and in accordance with Instructions to Bidders furnished by the City of Spring Hill.

The defined terms appearing in the General Specifications apply to all Contract Documents.

The City reserves the right to reject any or all Bids regarding this contract, to waive irregularities and/or informalities in any Bids, and to make an award in any manner, consistent with law, deemed in the best interest of the City.

INSTRUCTIONS TO BIDDERS
Fire Department Uniforms

1. RECEIPT AND OPENING OF BIDS

The City of Spring Hill invites and will receive Bids on the forms attached hereto, all information on which must be appropriately completed. Bids will be received at City Hall until April 24th, 2025 at 2 pm, and publicly opened and read aloud on the aforesaid date. The envelopes containing the Bids must be sealed and addressed to April Goad, City Recorder, 199 Town Center Parkway (***for hand delivery or courier service***), P.O. Box 789 (***for regular mail service***), Spring Hill, TN 37174, and marked "Fire Department Uniforms".

2. PREPARATION OF THE BID

All Bids shall be made on the Bid Form attached hereto and shall give the number of bids and must be signed by the Bidders.

If a unit price or a lump sum already entered by the Bidder on the Bid Form is to be altered, it shall be crossed out with ink and the new unit price or lump sum bid entered above or below it, and initialed by the Bidder in ink.

Each Bid must be submitted in a sealed envelope bearing on the outside the name of the Bidder, its address, and marked "Fire Department Uniforms". If forwarded by mail, the sealed envelope containing the Bid must be enclosed in another envelope addressed as specified in the Invitation to Bid. The City may consider as irregular any Bid not prepared and submitted by the provisions hereof and may waive any informalities or reject any Bids.

Any Bid may be withdrawn before the above-scheduled time for the opening of Bids or authorized postponement thereof.

Any Bid received after the time and date specified above shall not be considered.

3. AWARD OF THE BID

The Bid shall be deemed as having been awarded when formal notice of award shall have been mailed by the City to the Bidder.

The Bidder to whom the Bid shall have been awarded will be required to execute **3 copies** of the Contract on the form attached. In case of the Bidder's refusal or failure to do so within ten (10) days after its receipt of formal notice of award, Bidder will be considered to have abandoned all rights and interests in the award and the award may then be made to the next best-qualified Bidder or the work readvertised for Bids as the City may elect.

4. CONDITIONS

Each Bidder shall fully acquaint itself with conditions relating to the scope and restrictions attending the execution of the Bid. Bidders shall thoroughly examine and be familiar with the Specifications.

The failure or omission of any Bidder to receive or examine any form, instrument, addendum, or other document shall in no way relieve it of any obligations with respect to his Bid or to the Contract. The City shall make all such documents available to the Bidder.

5. ADDENDA AND EXPLANATIONS

Explanations desired by a prospective Bidder shall be requested of the City in writing, and if explanations are necessary, a reply shall be made in the form of an Addendum, a copy of which will be posted on the City's website. Every request for such an explanation shall be in writing (email) addressed to April Goad, Recorder at agoad@springhilltn.org. Any verbal statements regarding same by any person prior to the award shall be unauthoritative and not binding.

Addenda issued to Bidders prior to date of receipt of Bids shall become a part of the Bid Documents.

No inquiry received within seven (7) days of the date fixed for the submission and opening of Bids will be given consideration.

All such interpretations and any supplemental instructions will be in the form of written Addenda, which, if issued, shall be emailed to all prospective Bidders, not later than five (5) days prior to the date fixed for the opening of Bids.

6. NAME, ADDRESS, AND LEGAL STATUS OF THE BIDDER

The Bid must be properly signed in ink and the address of the Bidder given. The legal status of the Bidder whether corporation, partnership, or individual, shall also be stated in the Bid.

A corporation shall execute the Bid by its duly authorized officers in accordance with its corporate by-laws and shall also list the state in which it is incorporated. A partnership Bidder shall give full names of all partners. Partnership and individual Bidders will be required to state in the Bid the names of all persons interested therein.

The place of residence of each Bidder, or the office address in the case of a firm or company, with county and state and telephone number, must be given after his signature.

If the Bidder is a joint venture consisting of a combination of any or all the above entities, each joint venturer shall execute the Bid.

Anyone signing a Bid as an agent of another, or others must submit with his Bid, legal evidence of his authority to do so.

7. COMPETENCY OF BIDDER

The opening and reading of the Bid shall not be construed as an acceptance of the Bidder as a qualified, responsible Bidder. The City reserves the right to determine the competence and responsibility of a Bidder from its knowledge of the Bidder's qualifications or from other sources.

The City shall require submission with the Bid of the following supporting data regarding the qualifications of the Bidder to determine whether it is a qualified, responsible Bidder. The Bidder will be required to furnish the following information:

(a) Evidence that the Bidder is in good standing under the laws of the State of Tennessee, and, in the case of corporations organized under the laws of any other State, evidence that the Bidder is licensed

to do business (copy of city and county business license) and in good standing under the laws of the State of Tennessee.

If the City requires additional certified supporting data regarding the qualifications of the Bidder in order to determine whether he is a qualified responsible bidder, the Bidder may be required to furnish any or all of the following information sworn to under oath:

- (a) Evidence that the Bidder can commence performance as required in the Bid Documents.
- (b) Such additional information that will satisfy the City that the Bidder is adequately prepared to fulfill the Contract.

The Bidder may satisfy any or all the experience and qualification requirements by submitting the experience and qualifications of its parent organization and subsidiaries or affiliates of the parent.

8. DISQUALIFICATION OF BIDDERS

Although not intended to be an exhaustive list of causes for disqualification, any one or more of the following causes, among others, may be considered sufficient for the disqualification of a Bidder and the rejection if it's Bid:

- (a) Evidence of collusion among Bidders.
- (b) Lack of competency as revealed by either financial statements, experience or equipment statements as submitted or other factors.
- (c) Default on a previous municipal bid for failure to perform.

The City reserves the right to accept any Bid or to reject any or all Bids, and to waive defects or irregularities in any Bid. Any alteration, erasure or interlineations of the Contract Documents and of the Bid shall render the accompanying Bid irregular and subject to (but not requiring) rejection by the City.

10. TITLE VI POLICY AND DISCLOSURES

The City of Spring Hill will not discriminate in the purchase of all goods and services based on race, color, religion, sex, national origin, age, disability or any other lawfully protected classification.

Verbal quotations or quotations received after the closing date will not be accepted. The City of Spring Hill reserves the right to reject all bids, to waive technicalities or informalities and to accept any bid deemed in the best interest of the City of Spring Hill.

All documents submitted to the City of Spring Hill that are associated with this project are subject to the Tennessee Public Records Act. Access to the record is governed by the Tennessee Public Records Act and the policies of the City of Spring Hill and the Office of Open Records Counsel.

The City of Spring Hill will not discriminate in the purchase of all goods and services based on race, color, religion, sex, national origin, age, disability, or any other lawfully protected classification.

The City of Spring Hill reserves the right to reject any and all bids, to waive technicalities or informalities and to accept any bid deemed in the best interest of the City of Spring Hill.

In accordance with Tennessee Code Annotated, Title 12, Chapter 4, Part 1, the selected Consultant cannot be currently engaging in, and will not for the duration of the contract, engage in a boycott of Israel.

Fire Department Uniforms
SPECIFICATIONS AND ADDITIONAL QUESTIONS

1.00 GENERAL

The minimum requirements and the specification for the purchase, as well as certain requests for information to be provided by Vendor as part of its bid, are set forth below. Vendor must operate an online store that allows for automated order placement which are pre-authorized by a department representative prior to ordering.

2.00 MINIMUM REQUIREMENTS FOR FIRE DEPARTMENT UNIFORMS
(Please add cost on the lines below)

Shirts

- Flying Cross Brand Polyester Cotton Long & Short Sleeve button-up Shirts (Light Blue & White) _____
- Flying Cross Women's Polyester Cotton Long & Short Sleeve Shirts (Light Blue & White) _____
- 5.11 Tactical Taclite Pro Short Sleeve and Long sleeve button-up shirts (White) _____
- 5.11 Tactical Men's Patrol Duty Uniform (PDU) Short and Long sleeve Class A Twill Shirt (White) _____
- 5.11 Tactical Women's PDU Short Sleeve and Long Sleeve Class A Twill Shirt (White) _____
- Cornerstone Select Long Sleeve Snag-proof Tactical Polo _____
- Cornerstone Men's Tactical Short Sleeve Polo _____
- 5.11 Tactical Professional Short Sleeve Polo _____
- 5.11 Tactical Professional Long Sleeve Polo _____
- 5.11 Tactical Women's Professional Short Sleeve Polo _____
- 5.11 Tactical Women's Professional Long Sleeve Polo _____
- 5.11 Tactical Men's Utility PT Shirt _____

Outerwear

- 5.11 Water-repellent Job Shirt _____
- 5.11 Tactical Water Repellent Job Shirt _____
- Game Workwear The Bravest Jacket _____
- 5.11 Tactical Valiant Softshell Jacket _____
- First Tactical Men's Tactix Hi Vis Parka _____

- Men's Softshell Jacket _____
- 5.11 Men's Responder Hi-Vis Parka 2.0 _____
- 5.11 Tactical Fleece Jacket _____
- Condor Summit Soft-shell Jacket with Hood _____
- Condor Summit Zero Lightweight Soft-Shell Jacket _____
- Cahartt Rain Defender Loose Fit Heavyweight Sweatshirt _____
- Tri-Mountain Prospect Hooded Sweatshirt W/Zipper _____

Pants (All colors are NAVY BLUE/LAPD BLUE or DARK NAVY)

- Jerzees Super Sweats Sweatpant with Pockets _____
- Vertx Phantom LT 2.0 Tactical Pants _____
- 5.11 Tactical Fast-Tac Cargo Pant _____
- Flying Cross Men's Command 100% Polyester Serge Class A Trousers _____
- Flying Cross Women's Command 100% Polyester Serge Class A Trousers _____
- Softe Performance Shorts _____
- 5.11 Tactical Pants _____
- 5.11 Tactical Company Pant 2.0 _____
- 5.11 Tactical Women's Company Pant 2.0 _____
- 5.11 Tactical Women's Company Cargo Pant 2.0 _____
- Under Armour Men's Tactical Academy 5" Shorts _____
- Under Armour Men's Tactical Academy 9" Shorts _____
- Tru-Spec 24-7 Men's Ripstop 9" Shorts _____
- 5.11 Tactical Taclite PDU Class A Pant _____
- 5.11 Tactical Stryke Pants With Flextac _____
- 5.11 Tactical Stryke Shorts _____
- Proper Summer Weight Tactical Pants _____
- Proper Summer Weight Tactical Shorts _____
- Under Armour Men's Raid Shorts W/10" Inseam _____
- Sport-Tek Posicharge Classic Mesh Short W/7" Inseam _____
- Flying Cross Command Freedom Flex Trousers _____

Headwear (All colors are NAVY BLUE/LAPD BLUE or DARK NAVY)

- 5.11 Tactical Boonie Hat _____
- 5.11 Tactical Fleece Watch Cap _____
- Port & Company Fleece Lined Knit Cap _____
- Port & Company Knit Cap _____

- Port Authority R-Tek Stretch Fleece Beanie _____
- Flexfit Ballcap (SM, L-XL) _____

Duty Gear and Equipment

- 5.11 Tactical Rush LBD Lima Duffle Bag _____
- 5.11 Tactical Rush 24 2.0 Backpack _____
- 5.11 Tactical Turnout Pocket Organizer II _____
- Edge Eyewear Dragon Fire Tactical _____
- ESS Crossbow & Crossbow Suppressor Frames with Clear & Smoke Lens _____
- Stream Light Wedge Slim Everyday Carry Flashlight _____
- Stream Light Protac HL-X Dual-Fuel High-Lumen Tactical Light _____
- Ringers Rope Rescue Gloves _____
- Benchmade Hook and Rescue Knife _____
- Leatherman Tools OHT One Hand Multi-Tool _____
- Leatherman Tools Raptor Rescue Shears _____
- Dutyman 1.5" Hook and Loop Tip Belt _____
- Boston Leather Garrison Belt _____
- High Speed Gear Cobra Belt with Integrated D-Ring _____
- Blackhawk CQB/Riggers Belt _____

Uniform Accessories

- Four Crossed Bugles Collar Insignia-Gold W/Clutch Back (Pair) _____
- Five Crossed Bugles Collar Insignia – Gold W/Clutch Back(Pair) _____
- Three Crossed Bugles Collar Insignia - Gold W/Clutch Back (Pair) _____
- Two Crossed Bugles Collar Insignia – Gold W/Clutch Back(Pair)_____
- Two Double Bugle Collar Insignia – Gold W/Clutch Back(Pair)_____
- Serving Since Bar _____
- Blackington Nametag 2 ½" X ½" One Line _____
- Lawpro Breakaway Tie (Dark Navy/LAPD Navy/Navy Blue) _____
- Clip on Tie (Regular and Long) (Dark Navy/LAPD Navy/Navy Blue) _____

Footwear

- Merrell Agility Peak Tactical Training Shoe _____
- Salomon Quest 4D GTX Forces 2 Waterproof Tactical Boot _____
- Lowa Innox Pro GTX Mid TF Tactical Boots _____
- Under Armour Micro G Valsetz 8" Side-Zip Boots _____

- Under Armour Men's Charged Assert 9 Running Shoes _____
- Reebok Nano Tactical 6" Side Zip Duty Boots _____
- Merrell Tactical Chameleon 8 Stretch Tactical Shoe _____
- Under Armour MG Strikefast Athletic Shoes _____
- Salomon Speed Assault 2 Tactical Shoes _____
- Haix Airpower XR1 Pro Boots _____
- Galls 6" Waterproof Side Zip Composite Toe Boots _____
- Merrell Men's Moab 3 8" Tactical Side-Zip Waterproof Boots _____
- Merrell Men's Nova 3 Tactical Shoes _____
- Thorogood Softstreets 10" Wellington Boot _____
- Thorogood Men's 8 Side Zip Jump Boot _____
- Thorogood Gen-Flex2 8" Waterproof Side Zip Boot _____
- Danner Acadia 8" Waterproof Duty Boot _____
- Rocky Pro Cell Leather Chukka Boot _____
- Thorogood 6" Deuce Side Zip Waterproof Boot _____
- Redback Bobcat UBBK Elastic Sided Soft Toe Work Boot _____

Embroidery/Screen Printing-Heat Press Transfer/Direct to Fabric

- Cost of embroidery per shirt, jacket, sweatshirt, outerwear etc., _____
 - (First Initial and Last Name) (Custom Dept. Badge on L Chest w/ Rank)
- Cost of Screen Printing per shirt, jacket, sweatshirt, outerwear etc., _____
 - (First Initial and Last Name) (Custom Dept. Badge on L Chest w/ Rank)
- Cost of embroidery per hat and knit cap _____
 - (Dept. Emblem)
- Cost to affix Department Patch to Left Arm and American Flag to Right Arm _____

"No hidden fees"

3.00 ADDITIONAL QUESTIONS SPECIFIC TO THIS INVITATION TO BID

Questions or inquiries can be made to the City's Deputy Fire Chief, Kevin Glenn at 615-979-7398 or Kglenn@springhilltn.org

Vendor must submit the following information as part of Vendor's Bid:

If Vendor takes exception to any terms or conditions set forth in this RFP, Vendor will submit a list of the exceptions.

Respectfully submitted,

Bidder: _____

Address: _____

Phone: _____

Email: _____

By: _____
(Authorized Signature for Bidder)

Name: _____

Title: _____

Date: _____