



**SANTA ROSA COUNTY
PUBLIC WORKS DEPARTMENT**

STEPHEN FURMAN
Director
stephenf@santarosa.fl.gov

6075 Old Bagdad Highway | Milton, Florida 32583

MEMORANDUM

TO: Tony Gomillion, County Administrator
FROM: Stephen Furman, Public Works Director
DATE: Sept. 30, 2016
SUBJECT: UniFirst Corp. Contract Extension

A handwritten signature in black ink, appearing to be "SF", is written to the right of the "FROM:" line.

RECOMMENDATION

Discussion of the request for a one year contract extension with UniFirst Corporation for uniforms for the Public Works Department at current pricing.

BACKGROUND

UniFirst Corp. is requesting a one year extension to their county contact to supply uniforms to the Public Works Department. This is the second and final extension allowed under the current contract. The Public Works Department recommend extending the contract for this final year.



UniFirst Corporation
5237 Halls Mill Rd., Building Q
Mobile, AL 36619
Phone: 251-660-5083
Fax: 251-661-0218

9-26-16

Dear Mr. Collins,

We would like to extend the current agreement we have with Santa Rosa County the pricing and terms will remain same. If you have any questions please feel free to contact us at the phone number listed above.

Sincerely,

A handwritten signature in cursive script, appearing to read "J W Green".

Jason Green

Branch Manager

BID FORM
UNIFORMS

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date 9-23-13

Dear Sir:

Name & Address of Vendor

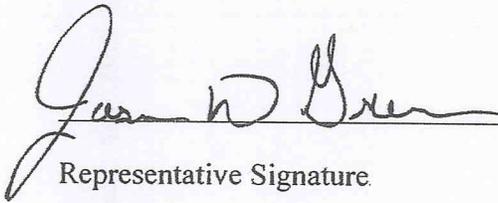
Unifirst Corp
5237 Halls Mill Rd Building Q
Mobile, AL 36619

DESCRIPTION	RENTAL COST (per item)	UNIT OF MEASURE	REPLACEMENT COST PER ITEM
1. Supervisor Shirts, 60% cotton, 40% polyester, durable press, long sleeve.			
1a. Men's	\$.27	Employee/wk	\$ 14.00
1b. Women's	\$.26	Employee/wk	\$ 14.00
2. Supervisor Shirts, 60% cotton, 40% polyester, durable press, short sleeve.			
2a. Men's	\$.25	Employee/wk	\$ 13.00
2b. Women's	\$.24	Employee/wk	\$ 13.00
3. Regular workman shirts, industrial poplin 65% polyester, 35% cotton long sleeve			
3a. Men's	\$.197	Employee/wk	\$ 10.00
3b. Women's	\$.197	Employee/wk	\$ 10.00
4. Regular workman shirts, industrial poplin 65% polyester, 35% cotton short sleeve			
4a. Men's	\$.167	Employee/wk	\$ 10.00
4b. Women's	\$.167	Employee/wk	\$ 10.00
5. Regular workman shirts, polo 50% polyester, 50% cotton short sleeve			
5a. Men's	\$.28	Employee/wk	\$ 13.00
5b. Women's	\$.28	Employee/wk	\$ 13.00

Name & Address of Vendor

Uni First Corp
5237 Halls Mill Rd Building A
Mobile, AL 36619

DESCRIPTION	RENTAL COST (per item)	UNIT OF MEASURE	REPLACEMENT COST PER ITEM
6. Men's long sleeve shirts, 100% cotton.	\$.23	Employee/wk	\$ 15.00
7. Women's long sleeve shirts, 100% cotton	\$.23	Employee/wk	\$ 15.00
8. Men's short sleeve shirts, 100% cotton.	\$.22	Employee/wk	\$ 15.00
9. Women's short sleeve shirts, 100% cotton	\$.22	Employee/wk	\$ 15.00
10. Men's pants, durable press, 65% cotton, 35% combed cotton.	\$.28	Employee/wk	\$ 15.00
11. Women's pants, durable press, 65% cotton, 35% combed cotton.	\$.30	Employee/wk	\$ 15.00
12. Men's denim blue jeans, 100% cotton	\$.30	Employee/wk	\$ 18.00
13. Automatic Soap Dispenser	\$ 1.00	Each	\$ 60.00
14. Automatic Paper towel dispenser	\$ 1.00	Each	\$ 70.00
15. Entry way mats (3 x 5)	\$ 2.00	Each	\$ 50.00
16. Hallway Runner mats (3 x 10)	\$ 3.50	Each	\$ 80.00



Representative Signature

251-660-5083

Telephone Number

Comments:

SWORN STATEMENT UNDER SECTION 287.133 (3) (A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO
ADMINISTER OATHS.

1. This sworn statement is submitted to Santa Rosa County
by JASON W GREEN Branch Manager
(print individual's name and title)
for UniFirst Corp
(print name of entity submitting sworn statement)

whose business address is 5237 Halls Mill Rd Building G Mobile, AL 36619
and (if applicable)
its Federal Employer Identification Number (FEIN) is 04-2103460. If the entity has no
FEIN, include the Social Security Number of the individual signing this Sworn Statement: _____

- I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
- I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - A predecessor or successor of a person convicted of a public entity crime; or
 - An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime.
- I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or appeals to bid on contracts for the provision of goods and services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officers determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (ATTACH A COPY OF THE FINAL ORDER.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Sworn to and subscribed before me this 23 day of September 13 Jason W Green (Signature)
Personally known JASON W GREEN
or Produced identification Ala DL
719 0034
(Type of identification)

Denny I Grizzle
Notary Public - State of Alabama
My commission expires MY COMMISSION EXPIRES JUNE 27, 2015

Denny I Grizzle (Printed, typed, or stamped commissioned name of notary public.)

**NOTICE TO BIDDERS
UNIFORM SERVICES**

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida, will receive sealed bids for Uniform Services.

All bids must be original and delivered by hand, FedEx, or mail to the Santa Rosa County Procurement Department at 6495 Caroline Street Suite G, Milton, Florida, 32570; and must be received by 10:00 AM, October 8, 2013, at which time bids will be opened and read aloud. Bids are to be sealed and clearly labeled "**BID – "UNIFORM SERVICES."**" Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. All interested parties are invited to attend.

All prices are firm for a period of one year. After one year, for each subsequent year, the County may approve the option of renewing the contract at the same or a lesser price for a period not to exceed two (2) years with the agreement of the contractor.

Specifications and bid form may be secured from Santa Rosa County Website (www.santarosa.fl.gov/bids) or at the Santa Rosa County Procurement Department at the address provided above. Telephone (850) 983-1870

Questions concerning this bid should be directed to Mr. Tom Collins at (850) 626-0191.

The Board of County Commissioners reserves the right to waive irregularities in bids, to reject any or all bids with or without cause, and to award the bid that it determines to be in the best interest of Santa Rosa County.

Santa Rosa County Board of County Commissioners encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned businesses, and disadvantaged business enterprises. The Board does not discriminate on the basis of race, color, religion, national origin, disability, sex, or age in the administration of contracts.

By order of the Board of County Commissioners of Santa Rosa County, Florida

LEGAL NOTICE

One Issue – Press Gazette – September 21, 2013; Navarre Press – September 26, 2013;
and Gulf Breeze News September 26, 2013

Bill and proof to Santa Rosa County Procurement Department, 6495 Caroline Street Suite G, Milton, Florida, 32570, Attn.: Orrin L. Smith.

MINIMUM SPECIFICATIONS UNIFORMS

Emblems and Logos:

Emblems will be supplied by the successful vendor and sewn on the shirt at a point designated by the county. There shall also be a separate emblem to identify the employee by name. ALL LETTERING WILL BE EMBROIDERED OR PATCHED AND STITCHED. Design of emblem will be provided to the successful vendor after award of contract. Most polo shirts will require logo to be embroidered directly to the shirt.

All name emblems and logo emblems shall be approved as to design and color prior to being applied to garments.

The cost of these emblems will be the vendor's responsibility and included in the price for the shirt. No additional allowances will be made for emblems required under this contract.

Garment Construction:

All points of stress shall be tacked with special attention to front and back pockets.

Trousers shall have reinforced crotches.

All inner waist lining and pockets are to be of a nylon blend, or equivalent, to insure durability.

All garments shall be washed using methods in full accord with the State of Florida requirements governing commercial and industrial laundries.

All garments shall be treated for mildew prevention.

Measurements:

All uniforms are to be available in women's sizes including XL and oversized.

All garments shall be individually fitted to the employee. All measurements shall be taken at a mutually agreed upon time between the successful vendor and the designated County representatives.

Employee Identification Markings:

All garments shall have the employee's name permanently marked in an inconspicuous location, to prevent theft or loss.

Colors:

Color swatches (or actual garments) may be requested prior to award.

Detailed Specification:

Regular workmen shirts – Long sleeves: 65% Polyester / 35% Cotton available in S, M, L, XL, XXL, 1X, 2X, 3X, 4X, AND 5X. Pre-cure durable press with soil release. Minimum of six buttons with vertical button holes. Two piece collar lines with sewn in stays. One piece fully lined cuffs.

Short sleeves: 65% Polyester / 35% Cotton available in S, M, L, XL, XXL, 1X, 2X, 3X, 4X, AND 5X. Pre-cure durable press with soil release. Minimum of six buttons with vertical button holes. Two piece collar lines with sewn in stays.

The vendor agrees to furnish, clean, maintain, pick-up, and deliver the uniforms.

- a. Employees are to be furnished either four changes per week, plus one extra for a total of nine uniforms; or five changes per week, plus one extra for a total of eleven uniforms, depending on the number of days per week that the employee works.

Additional Terms:

The successful vendor will supply uniforms for various departments with in Santa Rosa County; the vendor shall meet with each department's representative to discuss department specific details.

All garments issued shall have a 24 month service life, each garment shall be marked with an in service date and be eligible for a new replacement garment at the completion of the service life at no additional cost to Santa Rosa Count. Garment markings that are not legible shall be considered to have reached its service life.

Garments that are turned in for repair or replacement shall be repaired/replaced and returned in not more than two (2) weeks. Garments that need to be replaced before the end of it's scheduled service life, as determined by a County representative as either not-serviceable, new size requirement or new position, shall be a new garment and replaced at the replacement cost.

Denim blue jeans will have a service life of 36 months; all other conditions shall be the same as above.

The pick up / delivery schedule shall be arranged to allow the route driver to be at the Public Works yard not later 6:30 a.m. on the day of pick up / delivery in order to allow employees to interface with driver as required. Pick up / delivery day shall be Monday thru Thursday. Similar arrangements will be made for applicable departments.

The vendor will provide a list of all items picked up and delivered as well as a list of all issues brought to their attention.

Santa Rosa County Road & Bridge Department has two outlying yards: District Three located at 10047 Chumuckla Highway, Jay FL, 32566, and District Five located at 8369 Avery Olson Road, Navarre Beach FL, 32566. Each location has about ten employees. The vendor will make similar arrangements for pick up / delivery at each location.

Transition / sizing: the vendor agrees to accommodate the County's schedule to the greatest extent possible for sizing new uniforms; this also applies to the outlying yards and other departments.

This agreement may be terminated in writing with 30 days notice by either party.

Note: the low bid will be determined using various comparisons. In order to insure prompt and fair comparisons, each price on the attached bid sheet will be listed as a per item cost, any bids not listed as a per item cost will be rejected. If you have any questions, call for clarification.

The low bid will be determined using a comparison of most commonly used items determined by the County.

General information for vendor: approximate number of employees:

Road & Bridge - 110:

Building Maintenance - 11

Environmental - 33

Successful bidder should be prepared to enter contract and abide by contract requirements on October 1, 2013.