



REQUEST FOR PROPOSAL No. 201408-277

TANEY COUNTY MISSOURI
Purchasing Department
132 David Street / P. O. Box 1630
Forsyth, Missouri 65653

Attn: **Ron Erickson, Director of Purchasing**
Phone: 417-546-7281 / FAX: 417-546-3931
rone@co.taney.mo.us

Commodity Title: **COUNTY UNIFORMS**

**PLEASE MARK YOUR ENVELOPE "SEALED PROPOSAL #201408-277"
RETURN ONE (1) ORIGINAL AS WELL AS A DIGITAL CD COPY, OR
THREE (3) HARD COPIES.** *(Failure to submit copies, as indicated here MAY result in
being declared "Non-Responsive" disqualifying your entire Bid Response.)*

Bid Submission

Location / Mail Address: Taney County Purchasing Department (Second Floor)
132 David St. / P. O. Box 1630
Forsyth, MO 65653

Bid Opening

Location / Address: Taney County Commission Hearing Room (Old Courthouse)
132 David Street
Forsyth, MO 65653

Bid Schedule / Deadlines:

Aug. 30, 2014 – Sept. 29, 2014
Sept. 9, 2014 at 10:30 A.M.
Sept. 29, 2014 at 2:00 P.M.
Sept. 30, 2014 at 10:00 A.M.
Sept. 30, 2014–Oct. 9, 2014

Bid Release Date / Advertising Period.
MANDATORY Pre-Bid Meeting. (Item #5.3)
Closing Date / Time.
Opening Date / Time.
Approximate Review Period.

The undersigned certifies that they have the authority to bind this company in an agreement to supply the commodity or service in accordance with all terms, conditions, and pricing specified herein or to offer a "No Bid." Type or print information below. Bidder is REQUIRED to complete, sign and return this form with their submittal of Bid as well as all pages initialed. *An authorized signature and email address is **mandatory, lack thereof will result in a determination of "Non-Responsive".**

Company Name

Authorized Person (Print)

Address

*Signature

City/County/State/Zip

Title

Telephone # Fax #

Date Tax ID #

*E-mail

Entity Type (Corporation, LLC, Sole Proprietor, Partnership)

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Welcome... Thank you for taking the time to review / participate in the following project and Thank You for your interest in Taney County Missouri.

- *There are several steps, requirements and legalities which must be followed when engaging in an effort to respond to any certain Bid.*
- *Here I hope to assist any/all participants in making sure everyone has a fair and pleasant experience regarding this Bid.*
- *Please keep in mind that it is entirely possible that despite our best efforts information as detailed within this Bid may NOT include everything for every possible situation. Please contact me if you experience this.*
- *Historically 90% of the questions we receive are already answered within the full Bid Package.*
- *PLEASE READ all of the information CLOSELY and if you have a question review the information again as it is most likely you will find the answer.*
- *We ask, or rather require, that any/all questions be emailed rather than calling.*
- *All emails received WILL be answered as indicated within the written guidelines for written questions. (P.6)*
- *For areas, questions, and requirements that do not always apply - "N/A" may be an option. (P.7 - Item 4.2)*
- *Do not get "Side Tracked" by "Boiler-Plate" wording as it is impossible to "Tailor-Make" every single Proposal Package 100% of the time to be a perfect fit. Be creative, offer options, and GOOD LUCK...!*

Sincerely,



RON ERICKSON
Director of Purchasing
Taney County Missouri

1. BIDDING PROCESS INFORMATION

The Purchasing Department is responsible for the Proposal opening at the time and place noted in the request. If a Vendor is interested in a copy of the Proposal tabulation they must include a direct email address, not website, in order to receive results. Sealed Proposals cannot be emailed so they must either be delivered by hand, courier, or USPS. (Please note USPS concerns on page #4, item #2.3)

A formal invitation for Proposal is utilized when the total purchase exceeds \$4,500. The County also uses this method when the life of a term and supply contract is valued more than \$4,500. The Proposal Package will contain well-defined standard technical specifications for the nature of the service or product requested. A formal closing date and time is specified. The Bidder must comply with this requirement in order to be considered for award. All Formal Invitations for Proposal are handled by the Taney County Purchasing Department. Technical specifications are the responsibility of the specific requesting department.

- RFP Tips:


- 1.1 Read ALL Proposal documents immediately upon receipt. Note any special dates or requirements.
- 1.2 Contact the Taney County Purchasing Department with any questions relating to the Proposal prior to the Proposal opening. (See P.6, Item 3.1)
- 1.3 Use ink to fill in all blanks. (If I can't read your handwriting your Proposal **will** be rejected.)
- 1.4 **COPIES ARE REQUIRED**, mark copies vs. original. (*Failure to submit copies, as requested on page #1, MAY result in being declared "Non-Responsive" disqualifying your entire Proposal Response.*)
- 1.5 Turn your Proposal in as soon as possible. The deadline dates and times are strictly adhered to. The County cannot accept any late Proposals.
- 1.6 **No fax or electronic transmitted Proposals will be accepted.**
- 1.7 In the event of only one response the County may reject the Proposal and re-let it or consider other options which provide the best solutions for the county. Always acting in the best interest of Taney County.
- 1.8 Attend pre-Proposal conferences, if any. (Most are Mandatory.)
- 1.9 Pay close attention to the terms *must, shall, should or may*. **READ EVERYTHING.**
- 1.10 Include an updated **W-9** form completed with your company information and signature.
- 1.11 Include, if applicable, current **prevailing wage** considerations with your Proposal.
- 1.12 Remember to sign the Proposal sheet as this is mandatory.

2. INSTRUCTIONS AND GENERAL CONDITIONS:

- 2.1 **Delivery of:** Sealed Proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received at the Taney County Purchasing Office until the Proposal closing date and time indicated herein for furnishing the County with goods, and or, services as detailed in the following.
- 2.2 **Copies:** For the convenience of all a digital – CD copy may be submitted in lieu of three additional hard copies – with the original, as indicated on page #1. If sending all hard copies please mark each to differentiate between the original and the three copies. (Copies are required – NOT optional.)
- 2.3 **Closing:** Sealed Proposals must be delivered before “Closing Date / Time” as listed on page one, to the Taney County Purchasing Department as listed on page one. Bidders should take into account all possible risks of their Proposal not arriving in time when electing to mail in Proposals too close to the above closing date. Often the Post Office leaves a “pick up slip” in our PO Box which may / may not allow us time to retrieve said item. It is the Bidders responsibility, not the county, nor the Post Office, to ensure their Proposals are **delivered** in time to the Purchasing Department. (Extra steps may be needed if your Proposal response package is a large box.)
- 2.4 **Late Packages:** The County will not accept any Proposals received after the listed closing date/time and will consider such late Proposals as **NON-RESPONSIVE**. They will be returned un-opened.
- 2.5 **Opening:** Proposals will be opened publicly at “Opening Date / Time”, as listed on page one. All Proposal responses will be considered public information **after award** and become a part of public record to be released to any person or firm who formally requests it. (PSR Required, see item #3.6 on Page #6.)
- 2.6 **Award.** Recommendation for award will be made formally to the Taney County Commission at a later date after a full and complete review process. Updates may be sent via email should the award process become delayed for any reason.
- 2.7 **Withdrawals:** Proposals may be withdrawn on written request from the Bidder at the address shown in this RFP prior to the time of acceptance of the Proposal.
- 2.8 **Sealed & Marked:** Proposals **must** be submitted in a single sealed envelope identified with the Proposal number and dates of closing & opening. List the Proposal number on the outside of the box or envelope and note “Response to Request for Proposal enclosed”. Also include a return name & address. **No fax or electronic transmitted Proposals will be accepted.** (NOTE: Please *make sure* your package indicates “PROPOSAL”, with the PROPOSAL NUMBER - on the final outside surface of your package.)

- 2.9 **No Proposal:** If you do not want to submit a Proposal, please return the *No Proposal Response Form* at the bottom of the last page of this package, and note your reason(s).
- 2.10 **Bidder Expenses:** This County is not responsible for any expenses which Bidders may incur in estimating, inspecting, nor preparing and submitting Proposals called for in this Request for Proposal.
- 2.11 **Presentations:** The County reserves the right to conduct personal interviews or require presentations of any or all proposers prior to selection. The County will not be liable for any costs incurred by the Bidder in connection with such interviews or presentations (i.e. travel accommodations, etc.)
- 2.12 **Proposal Term:** All Proposals submitted shall be binding, and remain firm for ninety (90) calendar days following the opening. Pricing / Costs submitted within this response **MUST BE HONORED** within that set timeframe. Bidders should NOT respond unless certain on this point.
- 2.13 **Proposal Rejection:** The Taney County Commission reserves the right to reject any or all Proposals, when such rejection is in the best interest of the County.
- 2.14 **Multiple Awards:** Proposals may be awarded to one company or multiple companies; when such award is deemed in the best interest of the County.
- 2.15 **Payment Terms:** County standard payment terms are Net 30 after receipt of invoice. There are NO EXCEPTIONS to this system. Once products, or services, are received and accepted Taney County will process payment in full. Requests for credit applications are not necessary and will – in most cases – not be processed. Requests for deposits are not necessary and will not be accepted.
- 2.16 **Effective:** This agreement shall take effect upon the approval by the Taney County Commission.
- 2.17 **Alterations:** Any alterations, changes, lining out, or margin notes to any of these instructions will result in being determined as non-responsive to this Proposal and thus be disqualified.
- 2.18 **Direct Email Address:** Vendors MUST supply this in order to receive award results. (Not simply a website.) We do not use USPS for results notification *only* email. Final results will be emailed to all responding Vendors using the email address provided within their Proposal response on page one. Results will also be posted on our website at: www.taneycounty.org. **Please do not call for results.**

3. GUIDELINES FOR WRITTEN QUESTIONS, ANSWERS (ADDENDA), ETC

- 3.1 All questions shall be submitted in writing, prior to the Proposal **opening** and no later than **2:00 P.M. Monday September 22, 2014**. All questions must be emailed to; **Ron Erickson, Director of Purchasing**. (rone@co.taney.mo.us) as well as the department point of contact for this Proposal listed on page 9, item 5.9. Department points of contact are responsible for answering technical questions. Questions on the Proposal process belong to Purchasing, thus ALL questions are handled in a joint, or combined effort.
- 3.2 All questions will be answered in writing via email to all parties who had previously been part of the original DBI (Direct Proposal Invitation email.), or had made email contact during the open Proposal questioning timeframe. Deadline for issuing addenda (responses to questions) is: **Tuesday September 23, 2014** thus allowing Bidders to have a full week to make any necessary adjustments to their response. Addenda will also be posted on the Taney County Web site at: www.taneycounty.org by this deadline.
- 3.3 Once at our website click on: . Any/all addenda will be attached at the end of the posted Proposal. An indication, in red, will alert visitors as to the presence of any addenda.
- 3.4 In the event that it becomes necessary to revise any part of this RFP, written addenda will be issued. Any addendum to this RFP is valid only if in writing and issued by the Taney County Purchasing Department.
- 3.5 **Timeline:** The County anticipates a contract award following the evaluation of all Proposal responses within **25 days from the RFP opening date and completion**. These dates are provided for informational purposes and may change as requirements dictate.
- 3.6 **Sunshine Laws:** Due to applicable sunshine laws and regulations concerning public documents, all Proposal responses will be considered public information as soon as they are awarded and become a part of public record releasable to any person or firm that requests it. Requests for copies, of Proposal responses, must be made through the Taney County Clerk's Office (417-546-7202) requiring a Public Service Request Form (PSR). By law charges for time spent as well as a cost per page apply. Payment for copying fees is required prior to the making of copies. (*Section 610.026, RSMo.*)

4. BASIC REQUIREMENTS / FACTORS:

- 4.1 **Award of Contract:** The County reserves the right to award to more than one (1) supplier. Multiple awards may be made on the basis of a primary, secondary, and tertiary supplier. The primary supplier shall furnish the County's requirements until such time as the County determines that it is in the best interest of the County to seek performance from the secondary supplier, then tertiary supplier. The County's decision will be based upon the ability of the primary source to supply acceptable goods or services within the County's time requirements. The County's decision to utilize the secondary and tertiary sources shall be final and conclusive. In addition, the resulting contract from this RFP will be considered "Non-Exclusive". The County reserves the right to obtain service from other suppliers.
- 4.2 **Response Content:** In order to enable direct comparison of competing Responses, Bidders must submit Responses in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the forms provided herein. Every question must be answered and if not applicable, the section must contain "N/A."
- 4.3 **Advice of Award:** The County's Proposals, Proposal Tabulations, and Proposal Awards may be viewed on our web page at www.taneycounty.org. View information under *Purchasing*.
- 4.4 **Response Clarification:** The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 4.5 **Rejection or Correction of Responses:** The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, neither affected by law nor at substantial variance with Proposal conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 4.6 **Evaluation Process:** The County's evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. An evaluation review panel will be set up consisting of one Employee from each department using uniforms, as well as the Director of Purchasing to oversee and act as a "tie-breaker", should that need arise. This five (5) person "Panel" will prepare a recommendation for the best overall solution for our current and anticipated uniforms needs – based on information gained through this RFP.
- 4.7 **Acceptability:** The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.

5. SCOPE OF SERVICES:

- 5.1 The Taney County Purchasing Department is seeking sealed Proposals for COUNTY UNIFORMS for the Taney County Road & Bridge Department as well as 3 other departments - at the **Best / Lowest** price – per the specifications below.
- 5.2 Our current usage has proven itself to be more costly than necessary due to unexpected usage fluctuations. Variations from department to department as well as location to location within any given department – has resulted in charges for items not being used. This is because of agreed to pricing for combined items which does not offer the option to adjust. By this “Proposal” process, rather than a “Bid”, we hope to bring forth Vendors who can listen to our needs and offer more flexible options specific to the current variations.
- 5.3 **PRE-BID MEETING;** We are inviting all interested Uniform Vendors to attend a MANDATORY PRE-BID Meeting which will be held in the Taney County Commission Hearing Room on the main floor of the Taney County Courthouse at 132 David St. Forsyth, Missouri 65653. On: **Tuesday September 9, 2014 at 10:30 AM.** Information will be presented at that time offering exact details as to what our issues are regarding points of concern as indicated in item #5.2 above. Also we will allow sufficient time for Q&A. A formal signup sheet will be kept which will serve to verify eligibility to later submit a response. Only Vendors who attend this meeting will be eligible to participate in the full RFP process.
- 5.4 While favorable pricing will be one element of the selection process, other factors will also be used in evaluating responses to this RFP. They include, but are not limited to, the following: results of reference checks of current customers, any past performance with Taney County, service record with Taney County, location of service facility, availability of desired uniform garment, time specified for conducting measuring sessions, time estimate for inception of contract, as well as the ability of Contractor to correct problems and handle other issues.
- 5.5 Approximately 85-90 employees will be furnished uniforms. However, due to variations in work requirements, personnel losses and additions, organizational changes and other factors, Taney County reserves the right to deviate from this number as conditions warrant during the contract period. The contract is based on five (5) changes per week for employees. This constitutes a total of 11 uniforms and two jackets per uniformed employee. Taney County reserves the right to reduce or increase the number of uniforms without any change in the cost per garment rental charge.

5.6 Before submitting a response, each contractor should make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the complete implementation of a uniform rental service contract. Contractors are totally responsible to verify any representations made by Taney County upon which they will rely in preparation of their response to this RFP. Locations requiring uniform deliveries, as well as -perhaps- pre-Bid site visits, are as follows;

- a. Hilda Shop 195 Gilbert Lane Hilda, Mo. 65680
- b. Mt. Branson Shop 1377 E. Hwy 76 Branson, Mo. 65616
- c. Transfer Station (Buchanan shop) 274 Buchanan Rd Branson, Mo. 65616
- d. Mechanics Shop 20058 U.S. hwy 160 Forsyth, Mo. 65653
- e. Courthouse 132 David Street Forsyth, Mo. 65653

5.7 As provided by Statute, award will be based on the best proposal most advantageous to Taney County as determined by consideration of:

- a. Price.
- b. Quality of item offered.
- c. General reputation and performance capabilities of Bidder.
- d. Suitability of item(s) for intended use.
- e. Conformity with all specifications herein, including usage fluctuations.
- f. Guaranteed delivery schedule.
- g. Past performance and experience with Taney County.

5.8 Negotiations: Nothing herein prohibits the County from opening discussions with the highest ranked apparent successful Proposer, to negotiate modifications to either the proposal or the contract terms and conditions, in order to align the proposal or the contract to best meet County needs within the scope sought by the RFP.

5.9 Please contact the following "Department Point of Contact" for questions concerning actual required specifications, or any other technical questions:

Randy Haes,
Coordinator
Taney County Road & Bridge
417-546-7268 (off) / 417-546-7924 (cell)
randyh@co.taney.mo.us

6. SPECIFICATIONS: County Uniforms.

Currently we have between 85-90 employees spread over four (4) different, non-law enforcement, departments who use various combinations of uniforms. Quotes should be based on utilizing new inventory. If set up charges, including emblems and names, cannot be waived for the first 30 days following award / contract – those fees, with notes, MUST be added using the “ADDITIONAL CHARGES” table below.

ITEM #	UNIFORMS/CLOTHING	NOTES	PRICE PER ARTICLE
6.1	Work Shirts	See item #6.19 below.	
6.2	Work Pants	See item #6.20 below.	
6.3	Jeans	Most employees prefer jeans.	
6.4	Jacket	Most employees do not use provided jackets. Make this item OPTIONAL.	
6.5	Overalls	See item #6.25 below.	
6.6	Carpenter Pants	See item #6.22 below.	

ITEM #	MATS	#	FREQUENCY	PRICE
6.7	3 x 4 (Black or Gray)	8	Weekly	
6.8	3 x 10 (Black or Gray)	5	Weekly	
6.9	4 x 6 (Black or Gray)	1	Monthly (Airport)	
	SHOP TOWELS	#	FREQUENCY	PRICE
6.10	RED	375	Weekly	

ITEM #	ADDITIONAL CHARGES	COMMENTS / EXPLANATIONS	PRICE
6.11	Set Up/Make Up		
6.12	Name Emblems		
6.13	Department Emblems		
6.14	Size Changes		
6.15	Preparation Fees		
6.16	Service Fees (Weekly)		
6.17	Service Fees (Monthly)		

Using the following “KEY” check off the appropriate box for each of the following additional requirements within this section as well as for sections #7 & #8.

C = Comply with specification. (In some cases this will serve as a simple acknowledgement.)

N= Do not / cannot not comply with specification.

E= Exception taken to specification. (For each exception taken a full explanation should be provided.)

ITEM #	SPECIFICATION DESCRIPTION (Additional Requirements)	C	D	E
6.18	Any deviation from specifications must be clearly stated and fully described.			
6.19	Shirts: Shirts must be a blend of 65% polyester 35% cotton, 4 ½ oz. Poplin, durable press w/soil release & moisture wick, stitched down the front facing, bar tacked pockets, lined collar w/stays, separate 2 piece yoke.			
6.20	Pants: Available in four styles, as follows... (Per availability).			
6.21	Western cut, 65/35 blended pant, 7 ½ oz. Twill, two front scoop pockets, two patch hip pockets.			
6.22	“Carpenter Pants” style.			
6.23	Side elastic waist industrial cut, 65/35 blended pant, 7 ½ oz. Twill, two slack style front pockets, two set in hip pockets, left has button closure.			
6.24	100% Cotton Denim (Dickies or similar)			
6.25	100% Cotton Denim Overalls (Dickies or similar)			
6.26	Jackets: Available in two styles. Both must be permanently lined, feature 7 ½ oz. Combed yarn twill fabric blend 65% polyester 35% cotton. Post cured durable press, solid brass zipper & 2 position adjustable cuffs.			
6.27	Eisenhower length slash pocket. Panel front style (29” length).			
6.28	Quotations shall be calculated on approximately 85-90 employees with four different delivery locations.			
6.29	The County does not guarantee quantity; the total number of employees may increase or decrease.			
6.30	The County requires shirts (with sleeve length as selected by the individual employee), pants and 2 (optional) jackets per normal, but not limited to, complete “Set”. (Note: Not all employees use the provided jacket.)			
6.31	Sample of product should be available at the Pre-Bid Meeting as well as during the evaluation period – at no cost to Taney County.			
6.32	Performance Guarantee: Taney County expects high quality service at all times.			
6.33	All items of merchandise should be cleaned, finished, inspected, repaired and delivered on the agreed upon scheduled delivery days as detailed within the next item.			
6.34	Delivery: Due to the nature of work; delivery days should be either Tuesdays or Wednesdays between 7:00 A.M. and 8:00 A.M.			
6.35	Representatives: Once the award is made, the county will furnish a list of county representatives responsible for weekly deliveries.			
6.36	PLEASE include within your response a narrative explaining specifically the processes for handling repairs / replacing uniforms.			

7. BIDDER DIRECTIVES: Complete the following sections specific to those areas **as they apply** directly to the products or services being asked for within this RFP. Note item #7.3.

ITEM #	DIRECTIVE	C	D	E
7.1	ACCEPTANCE OF PROPOSAL BY COUNTY: The County shall have a minimum of 90 calendar days from the date of the opening to accept Bidder's offer.			
7.2	Standard payment terms are Net 30 after receipt of invoice, no exceptions.			
7.3	Response time/delivery: _____ (After Receipt of Order.)			
7.4	References and experience (If applicable.)			
7.5	Key personnel (If applicable.)			
7.6	Descriptive literature.			
7.7	Include an updated W-9 form completed with your company information and signature.			

8. TOTAL PRICE INCLUSIONS, TAX EXEMPTION & DISCOUNT OPTION: The total amount we will apply on a Purchase Order *must include* the following items: (If / As Applicable.) Note item #8.7.

ITEM #	INCLUSIONS / ETC.	C	D	E
8.1	Mileage.			
8.2	Shipping.			
8.3	Packing.			
8.4	Handling.			
8.5	Whatever other miscellaneous fees there may be.			
8.6	Do not include Federal Excise Tax or Sales and Use Taxes in Proposal process, as law exempts the County from them.			
8.7	Optional: During the course of the contract, the using department may need to order items not specifically listed within this RFP. State below, any discounts for such purposes, from your listed prices. _____% Discount off list price.			



9. STANDARD TERMS AND CONDITIONS

- 9.1 Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Taney County Department identified in this Request for Proposal.
- 9.2 The Taney County Commission has the right to accept or reject any part or parts of all Proposals, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Taney County reserves the right to award this Proposal on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
- 9.3 Bidders must use the Proposal forms provided for the purpose of submitting Proposals, must return the Proposal and Proposal sheets comprised in this Proposal, give the unit price, extended totals, and **sign the Proposal**.
- 9.4 When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
- 9.5 **Do not include Federal Excise Tax or Sales and Use Taxes in Proposal process, as law exempts the County from them.**
- 9.6 The delivery date shall be stated in definite terms, unless otherwise indicated, as it may be taken into consideration in awarding the Proposal.
- 9.7 The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
- 9.8 In case of default by the Contractor, the County of Taney will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
- 9.9 Failure to deliver as guaranteed may disqualify Bidder from future Bidding.
- 9.10 Prices must be as stated in units of quantity specified, and must be firm.
- 9.11 No Proposal transmitted by fax machine or e-mail will be accepted.
- 9.12 The County of Taney, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.

- 9.13 The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services, or products, can be obtained from a state or other governmental entities contract under more favorable terms. (Cooperative Purchase.)
- 9.14 The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular Proposal should be directed to the Purchasing Department prior to Proposal opening.
- 9.15 In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 9.16 Should an audit of Contractors invoices – during the term of the Agreement, and any renewals thereof, indicate that Taney County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30 days of being notified of the same.

10. NO PROPOSAL RESPONSE FORM

NOTE: Complete and return this section only if you do not want to submit a Proposal. If you do not wish to respond to this RFP, please fill this form out and return it to the Purchasing Department by mail, email, or fax.

Thank you...

RFP# 201408-277 County Uniforms

Business Name:	
Address:	
Telephone:	
Contact Person:	
Date:	
Reason(s) for not Bidding:	



Taney County, Missouri
RFP# 201408-277 County Uniforms
Addendum #1
September 23, 2014

This addendum is issued in accordance with Section #3, on page #6 – “Guidelines for Written Questions”, indicated within the Request for Proposal. It will be the only Addendum associated with this RFP.

The following information is hereby incorporated into and made a part of the RFP Documents. Also, by this formal/official addendum we are meeting the listed timeframe/deadline per item #3.2 within section #3, on page #6 of the full RFP.

Bidders are reminded that receipt of this addendum may be acknowledged by email or submitted within Bidder’s full Response Package.

Specifications for the above noted RFP and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect:

1. *Clarification.* Once awarded a subsequent contract is expected to remain in place for three (3) years unless otherwise ordered by the Taney County Commission, with a one year renewal option.
2. *Clarification.* The following items were not originally listed/required within the RFP but Bidders need to include information as to whether or not their company can make these items available for purchase and at what price each; a) Tee Shirts with the county logo, b) Footwear, and c) “Bomber” Jackets.
3. *Clarification.* Item #6.22 on page #11 – “Carpenter” pants need to be Levi / Jean type.
4. *Clarification.* Item #6.5 on page #10 asks for overalls as a “PRICE PER ARTICLE” used by 25% of our employees, approx. 20-22.
5. *Clarification.* At this point we are not planning to schedule Vendors presentations unless during the review process a decision is made by the review panel to ask Vendors to come in. If that happens all Vendors will be offered that option.
6. *Additional Request.* Please include, either here or within your response package, your specific process for tracking lost uniform articles – if you have such a process.

7. *Clarification.* Mr. Haes, with Road & Bridge, has supplied all of the above information and also asks that Bidders consider offering information in their responses that include details not yet brought to light which may add to the value of their package as well as be even more beneficial for Taney County. Items, for instance, which we are not aware of at this point in time.

Thank you.

By,



A handwritten signature in blue ink that reads "Ron Erickson".

Ron Erickson, Director of Purchasing
132 David Street / P.O. Box 1630 Forsyth, Mo. 65653
Phone: 417-546-7281 Fax: 417-546-3931
E-mail: rone@co.taney.mo.us

BIDDER has examined a copy of this Addendum #1 to **RFP# 201408-277**, receipt of which is hereby acknowledged:

Company Name: _____

Address: _____

Phone Number: _____ Fax Number: _____

E-mail address: _____

Authorized Signature: _____ Date: _____

Authorized Printed Name: _____