



TOWN OF RIVERHEAD  
**Sean M. Walter, Supervisor**  
200 Howell Avenue  
Riverhead, New York 11901-2596  
631-727-3200

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**BID # WC-2017-2018**

BID FOR: **WORK CLOTHES FOR TOWN EMPLOYEES EXCLUDING POLICE OFFICERS,  
PUBLIC SAFETY DISPATCHERS AND CROSSING GUARDS**

\_\_\_\_\_  
BIDDERS NAME

\_\_\_\_\_  
BIDDERS ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
DATE

(\_\_\_\_\_) \_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

In compliance with your advertisement for bids to be opened on **February 28, 2017**, all conditions thereof, the undersigned hereby proposes to furnish the item(s) and/or service(s) itemized in this proposal in accordance with the Notice to Bidders, General Information Agreement and Specifications contained herein on the Bid Proposal Form attached.

Bidder certifies that the prices quoted herein do not include Federal Excise Tax or any Federal, New York State or City Sales Tax and are not higher than prices charged to any governmental or commercial consumer for like merchandise and/or service; and all prices include shipping and freight charges to any Municipal building or site within the Town of Riverhead.

Respectfully submitted,

\_\_\_\_\_  
SIGNED BY

\_\_\_\_\_  
TITLE

**BIDDERS ARE INVITED TO ATTEND BID OPENING**

VENDOR NAME \_\_\_\_\_

**TOWN OF RIVERHEAD  
NOTICE TO BIDDERS**

Sealed bids for the purchase of **WORK CLOTHES FOR TOWN EMPLOYEES EXCLUDING POLICE OFFICERS, PUBLIC SAFETY DISPATCHERS AND CROSSING GUARDS** for use by the TOWN OF RIVERHEAD will be received by the Town Clerk of the Town of Riverhead at Town Hall, 200 Howell Avenue, Riverhead, New York, 11901, until **11:00 a.m.** on **February 28, 2017,**

Bid packets, including Specifications, may be examined and/or obtained on **January 26, 2017** on the Town's website at [www.townofriverheadny.gov](http://www.townofriverheadny.gov) click on bid requests.

All bids must be submitted on the bid form provided. Any and all exceptions to the Specifications must be listed on a separate sheet of paper, bearing the designation "EXCEPTIONS TO THE SPECIFICATIONS" and be attached to the bid form.

The Town Board reserves the right and responsibility to reject any or all bids or to waive any formality if it believes such action to be in the best interest of the Town.

All bids are to be submitted to the Town Clerk's Office in a sealed envelope bearing the designation BID: **WORK CLOTHES FOR TOWN EMPLOYEES EXCLUDING POLICE OFFICERS, PUBLIC SAFETY DISPATCHERS AND CROSSING GUARDS 2017-2018.**

BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF RIVERHEAD

Diane M. Wilhelm, Town Clerk

## **GENERAL SPECIFICATIONS**

### **GENERAL**

Bidders shall be responsible to carefully examine the Specifications enclosed.

Alternates of equal or superior design and/or quality shall be listed separately and a Manufacturer's Specification Sheet, if applicable, shall be submitted with a bid. Failure to submit such data may result in the disallowing of said bid.

These Specifications require the doing of all things necessary or proper for, or incidental to, the furnishing and delivery of said products.

All things not expressly mentioned in these specifications, but involved in carrying out their intent are required by these Specifications; and the vendor shall perform the same as though they were specifically mentioned, described and delineated.

### **COMPLIANCE WITH RULES AND REGULATIONS**

The unit and associated clothing furnished shall comply with all provisions which would be applicable, if the Town of Riverhead were a private corporation of Federal and State of New York Laws, Ordinances, Codes, Rules, Regulations, Orders, Permits and Licenses and with fire underwriters requirement, except that where the weight and dimensions requirements set forth herein exceed such provisions, these Specifications shall control.

### **DEVIATION**

Minor deviations from the provisions of these Specifications will be considered to permit manufacturers to follow their standard manufacturing process.

Such deviations will be approved, however, only in the sole discretion of the Town of Riverhead and only if in its opinion they do not adversely affect the operation, maintenance, strength, efficiency, effectiveness, or life of the unit or any of its parts.

All proposed minor deviations, with full details, must be listed on a separate Detail Sheet, which must be attached to and made part of this bid.

The Town of Riverhead reserves the absolute right in its sole discretion to accept that bid, if any, which under all circumstances will best serve the public interest.

### **GUARANTEE**

The vendor warrants and guarantees the clothing herein specified, including all associated clothing furnished, against any defects in design, workmanship and materials, and against failure to operate satisfactorily for a period of six months from the date of acceptance of the units, except defects or failure shown by the vendor. The vendor also warrants and guarantees that the clothing herein specified, if found to be defective or in need of repairs, will be picked up from and delivered back to the Town of Riverhead within a reasonable length of time.

### **QUANTITY**

The Town of Riverhead is in no way obligated to purchase quantities shown nor limited to said quantities listed.

VENDOR NAME \_\_\_\_\_

**CONTRACT PERIOD**

The Contract Period shall be effective from **ONE YEAR FROM DATE OF AWARD.** At the termination of this contract, the contract may be extended (not to exceed two extensions) for a total three (3) year contract at the sole discretion of the Town of Riverhead and with the consent of the vendor or vendors.

**RESERVATIONS**

The mention in the specifications of any unit, component, or clothing by brand name and/or model is meant to convey to the potential bidder the type and quality of the product required and desired by the Town. Any unit, component, or clothing which is of equal type and quality may be considered as such and may be acceptable to the Town, upon agreement by the Town Board to that fact. The decision of the Town Board, however, in such a circumstance is final.

Furthermore, the Town Board of the Town of Riverhead reserves the right and responsibility to reject any or all bids if they believe such action to be in the best interest of the town.

**FUEL SURCHARGES**

The Town of Riverhead will not pay any type of fuel surcharge. Any fuel charges added will be deleted from any payments made to the vendor.

**THE TOWN OF RIVERHEAD SHALL NOT BE RESPONSIBLE FOR ANY RESTOCKING FEES AND/OR CHARGES.**

**PURCHASE ORDERS MUST BE FILLED WITHIN 45 DAYS AFTER RECEIPT OF SAME.**

**ALL BIDS RECEIVED AFTER THE TIME STATED FOR THE OPENING IN THE NOTICE TO BIDDERS MAY NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED TO THE BIDDER. THE BIDDER ASSUMES THE RISK OF ANY DELAY IN THE MAIL OR IN THE HANDLING OF THE MAIL BY EMPLOYEES OF THE TOWN. WHETHER SENT BY MAIL OR BY MEANS OF PERSONAL DELIVERY, THE BIDDER ASSUMES RESPONSIBILITY FOR HAVING HIS BID DEPOSITED ON TIME AT THE PLACE SPECIFIED.**

VENDOR NAME \_\_\_\_\_

**PIGGYBACKING CLAUSE METHOD OF AWARD:**

The contract, if awarded, will be to the lowest responsive/responsible bidder(s) in part or in whole who meet(s) all the terms of the specifications. The TOWN guarantees no minimum or maximum purchases or contracts as a result of award of this bid. The Town of Riverhead reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York, to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to any contract between the Town of Riverhead and the vendor. Additionally, the TOWN reserves the right to purchase any goods or services included as a part of this bid from any means legally available to it.

**IRAN DIVESTMENT ACT CERTIFICATION**

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list (prohibited entities list) of “persons” who are engaged in “investment activities in Iran” (both are defined terms in the law). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act’s effective date, at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that once the prohibited entities list is posted on the OGS website, it will not utilize on such Contract any subcontractor that is identified on the prohibited entities list.

Additionally, Bidder/Contractor is advised that once the list is posted on the OGS website, any Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to the solicitation, must certify at the time the Contract is renewed, extended or assigned that it is not included on the prohibited entities list.

During the term of the Contract, should the TOWN OF RIVERHEAD receive information that a person is in violation of the above-referenced certification, the TOWN OF RIVERHEAD will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the TOWN OF RIVERHEAD shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The TOWN OF RIVERHEAD reserves the right to reject any bid or request for assignment for an entity that appears on the prohibited entities list prior to the award of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the prohibited entities list after contract award.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

VENDOR NAME \_\_\_\_\_

**NON-COLLUSIVE CERTIFICATE**  
(MUST BE COMPLETED, SIGNED, NOTARIZED AND RETURNED WITH BID)

UNDER PENALTIES OF PERJURY:

\_\_\_\_\_ (BIDDER), BEING DULY SWORN,  
DEPOSES AND SAYS:

This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;

This bid or proposal has not knowingly been disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor, or potential competitor;

No attempt has been made or will be made to induce any other person, partnership, or corporation to submit or not to submit a bid or proposal;

The person signing this bid or proposal certifies that he has been fully informed regarding the accuracy of the statements contained in this certification, and under penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as the person signing on its behalf; and

That the attached hereto (if a corporate bidder) is a certified copy of a resolution authorizing the execution of this certificate by the signatory of this bid or proposal on behalf of the corporate bidder.

Corporation: \_\_\_\_\_  
(PRINT CORPORATION NAME)

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(TITLE)

Address: \_\_\_\_\_

\_\_\_\_\_

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

VENDOR NAME \_\_\_\_\_

**THESE BID PRICES SHALL STAY IN EFFECT FOR ONE YEAR AFTER  
DATE OF AWARD**

**ACCEPTANCE SHEET**

(MUST BE COMPLETED, SIGNED, AND RETURNED WITH BID)

**I/WE FULLY UNDERSTAND THAT THE ACCEPTANCE OF THIS BID IS SUBJECT  
TO THE PROVISIONS OF SECTION 103A AND 103B OF THE GENERAL  
MUNICIPAL LAW.**

\_\_\_\_\_  
**NAME OF AGENT/DEALER (PRINT PLEASE)**

\_\_\_\_\_  
**ADDRESS**

\_\_\_\_\_  
**CITY, STATE, ZIP CODE**

\_\_\_\_\_  
**CONTACT PERSON (PRINT PLEASE)**

-----  
**PHONE NUMBER**

\_\_\_\_\_  
**E-MAIL ADDRESS**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SIGNATURE OF DEALER/AGENT**

VENDOR NAME \_\_\_\_\_

**ALL UNIFORMS AND WORK WEAR LISTED ABOVE MUST BE  
APPROVED EQUAL  
DETERMINED BY THE USING DEPARTMENTS**

**IF YOU ARE A FIRST TIME BIDDER,  
PLEASE PROVIDE SAMPLES FOR APPROVAL**

**ALSO INCLUDE PRICE FOR EMBROIDERY AND/OR  
ATTACHING PATCHES WHERE APPLICABLE**

**VENDOR NAME TO BE AFFIXED ON EVERY PAGE**

**VENDOR NAME**

| <b>Item #</b>  | <b>Description</b>   | <b>Price</b> |
|----------------|--|--------------|
| <b>Item #1</b> | <b>Trousers Poly-Cotton Blend Dickies &amp; 100% cotton</b>                                  |              |
|                | (A) Sizes 28-42  |              |
|                | (B) Sizes 44-60  |              |
|                | (C) 100% Cotton Dickies PC Size 28-42  |              |
|                | (D) 100% Cotton, Size 44-60  |              |
| <b>Item #2</b> | <b>Jeans – Dickies, Pre-washed CR393 Relaxed fit</b>   |              |
|                | (A) Sizes 28-42 Poly-cotton  |              |
|                | (A1) Sizes 44-50 Poly cotton   |              |
|                | (A2) Sizes 52-56   |              |
|                | <b>(B) Dickies, Pre-washed C993 Regular Fit</b>  |              |
|                | (B1) Sizes 28-42   |              |
|                | (B2) Sizes 44-50   |              |
|                | (B3) Sizes 52-56   |              |
|                | <b>(C) Dickies, Relaxed fit Carpenter Jeans 1993SNB</b>                                      |              |
|                | (C1) Sizes 28-42   |              |
|                | (C2) Sizes 44-50   |              |
|                | (C3) Sizes 52-56   |              |
|                | <b>(D) Carhartt Carpenter Jeans #74308</b>   |              |
|                | (D1) Sizes 28-42   |              |
|                | (D2) Sizes 44-50   |              |
|                | (D3) Sizes 52-56   |              |
|                | <b>(E) Carhartt Relaxed fit Jeans #74307</b>   |              |
|                | (E1) Sizes 28-42   |              |
|                | (E2) Sizes 44-50   |              |
|                | (E3) Sizes 52-56   |              |
|                | <b>(F) Signature Levis</b>   |              |
|                | (F1) Sizes 28-56   |              |
| <b>Item #3</b> | <b>Short Sleeve Uniform Shirts Dickies – NAVY Poly/Cotton Blend Dickies SP 24 (or equal)</b> |              |
|                | (A) Sizes S-XL   |              |
|                | (B) Sizes 2XL-3XL  |              |
|                | (C) Sizes 4XL-5XL  |              |
|                | <b>Tall add amount or % to the above prices</b>  |              |
| <b>Item #4</b> | <b>Short Sleeve Uniform Shirts 100% Cotton-NAVY BLUE</b>                                     |              |
|                | (A) Sizes S-XL   |              |
|                | (B) Sizes 2XL-3XL  |              |
|                | (C) Size 4XL-5XL   |              |

**VENDOR NAME**

| Item #          | Description  | Price |
|-----------------|--|-------|
|                 | <b>Tall add amount or % to above prices</b>  |       |
| <b>Item #5</b>  | <b>Long Sleeve Uniform Shirts - Poly/Cotton Blend Dickies SP20 (or equal)</b>                |       |
|                 | (A) Sizes S-XL   |       |
|                 | (B) Sizes 2XL-3XL  |       |
|                 | (C) Size 4XL-5XL   |       |
|                 | <b>Tall add amount or % to the above prices</b>  |       |
| <b>Item #6</b>  | <b>Long Sleeve Uniform Shirts - 100% cotton</b>  |       |
|                 | (A) Sizes S-XL   |       |
|                 | (B) Sizes 2XL-3XL  |       |
|                 | (C) Size 4XL-5XL   |       |
|                 | <b>Tall add amount or % to the above prices</b>  |       |
| <b>Item #7</b>  | <b>Short Sleeve T-Shirt, Poly/Cotton Blend – Hi-Visibility</b>                               |       |
|                 | (A) Sizes S-XL   |       |
|                 | (B) Sizes 2XL-3XL  |       |
|                 | (C) Size 4XL-5 XL  |       |
|                 | <b>Tall add amount or % to the above prices</b>  |       |
| <b>Item #8</b>  | <b>Long Sleeve T-Shirt, Poly/Cotton Blend- Hi-visibility</b>                                 |       |
|                 | (A) Sizes SMALL-XL   |       |
|                 | (B) Size 2XL-3XL-4XL   |       |
|                 | <b>Tall add amount or % to the above prices</b>  |       |
| <b>Item #9</b>  | <b>Coveralls, one piece unlined - Dickies #4879</b>  |       |
|                 | (A) Sizes 28-46  |       |
|                 | (B) Sizes 48-50  |       |
|                 | (C) Sizes 52-60  |       |
| <b>Item #10</b> | <b>Coveralls, Insulated 20 Degrees - Dickies #2430 (or equal) 100% cotton - brown; black</b> |       |
|                 | (A) Sizes S-XL   |       |
|                 | (B) Sizes 2XL-3XL  |       |
|                 | (C) Size 4XL   |       |
| <b>Item #11</b> | <b>Bib Overalls, Insulated - Dickies Duck - brown; black</b>                                 |       |
|                 | (A) Sizes S-XL   |       |
|                 | (B) Sizes 2XL-3XL  |       |
|                 | (C) Sizes 4XL-5XL  |       |
|                 | <b>Tall add amount or % to the above prices</b>  |       |

**VENDOR NAME**

| Item #   | Description  | Price |
|----------|--|-------|
| Item #12 | <b>Long Sleeve Sweatshirt - Poly/Cotton Blend – HI-VISIBILITY (pullover)</b>   |       |
|          | (A) Sizes S-XL   |       |
|          | (B) Sizes 2XL-3XL  |       |
|          | (C) Size 4XL   |       |
|          | Tall add amount or % to the above prices                                       |       |
| Item #13 | <b>Long Sleeve Hooded <u>Zippered</u> Sweatshirt, HI-VISIBILITY</b>            |       |
|          | (A) Sizes S-XL   |       |
|          | (B) Sizes 2XL-3XL  |       |
|          | (C) Size 4XL   |       |
|          | Tall add amount or % to the above prices                                       |       |
| Item #14 | <b>Long Sleeve <u>Insulated Hooded Zippered</u> Sweatshirt, HI-VISIBILITY</b>  |       |
|          | (A) Sizes S-XL   |       |
|          | (B) Sizes 2XL-3XL  |       |
|          | (C) Size 4XL   |       |
|          | Tall add amount or % to the above prices                                       |       |
| Item #15 | <b>Long Sleeve Hooded Zippered Sweatshirt, HI VIS stripes (lighter weight)</b> |       |
|          | (A) Sizes S-XL   |       |
|          | (B) Sizes 2XL-3XL  |       |
|          | (C) Size 4XL   |       |
|          | Tall add amount or % to the above prices                                       |       |
| Item #16 | <b>High Visibility Parka (Scotch lite reflective material) Waterproof</b>      |       |
|          | (A) Sizes S-XL   |       |
|          | (B) Sizes 2XL – 3XL  |       |
|          | (C) Sizes 4XL-5XL  |       |
|          | Tall add amount or % to above prices   |       |
| Item #17 | <b>High Visibility Bomber jacket, waterproof</b>                               |       |
|          | (A) Sizes S-XL   |       |
|          | (B) Sizes 2XL-3XL  |       |
|          | (C) Sizes 4XL-5XL  |       |
|          | Tall add amount or % to the above prices                                       |       |
| Item #18 | <b>High Visibility Rain Jacket &amp; Pants Breathable Game brand or equal</b>  |       |
|          | (A) Sizes S-XL   |       |
|          | (B) Sizes 2XL-3XL  |       |
|          | (C) Size 4XL   |       |
|          | Tall add amount or % to the above prices                                       |       |

**VENDOR NAME**

| Item #          | Description   | Price |
|-----------------|---|-------|
|                 | <b>THE FOLLOWING ITEMS TO BE UTILIZED BY FIRE MARSHAL &amp; CODE ENFORCEMENT</b>            |       |
| <b>Item #19</b> | <b>5.11 (or equal) Men's Short Sleeve PDU shirt 65% poly/35% cotton twill. Navy</b>         |       |
|                 | (A) Sizes S-XL  |       |
|                 | (B) Sizes 2XL-3XL   |       |
|                 | (C) Sizes 4XL   |       |
| <b>Item #20</b> | <b>5.11 Tactical men's long sleeve PDU shirts 65% poly/35% cotton, navy</b>                 |       |
|                 | (A) Sizes S-XL  |       |
|                 | (B) Sizes 2XL-3XL   |       |
|                 | (C) Sizes 4XL   |       |
| <b>Item #21</b> | <b>Tac Lite Pro Pants - Navy</b>  |       |
|                 | (A) Sizes 38-42   |       |
|                 | (B) Sizes 42-50   |       |
| <b>Item #22</b> | <b>TDU Poly cotton rip stop 5.11 pants, dark navy #74003</b>                                |       |
|                 | (A) Sizes S-XL  |       |
|                 | (B) Sizes 2XL-3XL   |       |
|                 | (C) Sizes 4XL   |       |
| <b>Item #23</b> | <b>5.11 Short sleeved collared polo shirts, poly cotton &amp; 100% cotton navy or black</b> |       |
|                 | (A) Sizes S-XL  |       |
|                 | (B) Sizes 2XL-3XL   |       |
|                 | (C) Sizes 4XL-5XL   |       |
| <b>Item #24</b> | <b>5.11 Long sleeved collared polo shirts, navy or black</b>                                |       |
|                 | (A) Sizes S-XL  |       |
|                 | (B) Sizes 2XL-3XL   |       |
|                 | (C) Sizes 4XL   |       |
| <b>Item #25</b> | <b>5.11 Tactical s/s Taclite-Pro shirt w/free card wallet</b>                               |       |
|                 | (A) Sizes S-XL  |       |
|                 | (B) Sizes 2XL-3XL   |       |
|                 | (C) Sizes 4XL   |       |
| <b>Item #26</b> | <b>RAINGEAR for Fire Marshals w/lettering Cornerstone, Class III, Level II , or equal</b>   |       |
|                 | (A) Sizes S-XL  |       |
|                 | (B) Sizes 2XL-3XL   |       |
|                 | (C) Sizes 4XL   |       |
|                 |   |       |
|                 |   |       |
|                 |   |       |

