

**RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM**

DATE: March 15, 2007

TO: General Manager

FROM: Assistant General Manager

SUBJECT: Consideration and Approval of Request for Authorization to Solicit Bids
for the Maintenance Uniform Services Contract

The District's maintenance staff is highly visible as its members are present throughout the community each day, and it is important that their appearance reflects well on the District. Accordingly, the District has an established uniform which all maintenance personnel are required to adhere to at all times.

On a regular basis, the District requests bids for the replacement and laundering of maintenance staff uniforms. The last uniform services agreement was for a two-year Purchase Order which began in January of 2004. Since this Agreement ended in January of 2006, the Agreement has been extended on a month-to-month basis.

The attached Request for Bids proposes that the District enter into a three-year contract for uniform rental and laundering services, with provisions for two, one-year extension periods at the District's option. Staff recommends that the Board approve the solicitation of bids for the Maintenance Uniform Services Contract. Following the opening of bids, an Agreement with the recommended company will be submitted to the Board of Directors for approval.

Board Action Requested:

Authorization to Solicit Bids for the Maintenance Uniform Services Contract.



Ed Mayduk
Assistant General Manager

EH/rw

**RANCHO SIMI
RECREATION AND PARK DISTRICT**

Maintenance Uniform Services Contract

Request for Bids

Bids must be submitted by:

**2:00 p.m.
Thursday, April 19, 2007**

Rancho Simi Recreation and Park District
1692 Sycamore Drive
Simi Valley, CA 93065
(805) 584-4451
FAX (805) 577-9429

**RANCHO SIMI RECREATION AND PARK DISTRICT
MAINTENANCE UNIFORM SERVICES CONTRACT REQUEST FOR BIDS**

NOTICE INVITING BIDS

Notice is hereby given that on the 19th day of April 2007, at the hour of 2:00 p.m. at the Rancho Simi Recreation and Park District (District) offices located at 1692 Sycamore Drive, Simi Valley, California, the District will open bids for the Maintenance Uniform Services Contract.

A Maintenance Uniform Services Contract Request for Bids may be obtained from the District's offices located at 1692 Sycamore Drive, Simi Valley, California. No bid will be considered unless it is made on the Bid Submission Forms furnished by the District.

The bid will be enclosed in an envelope which will be sealed and addressed to Rancho Simi Recreation and Park District, Attn: Robin Walker, Administrative Analyst, 1692 Sycamore Drive, Simi Valley, California 93065. In order to guard against premature opening, the bid will be clearly labeled with the bid title, name of bidder, and date and time of bid opening. If the bid is delivered to the District via express delivery or other priority mail service, the above information must also be included on the outside shipment envelope.

The bid shall be filed with the District on or before the time hereinbefore set forth for the opening of the bids. Any bid received after said time shall be returned unopened.

The District hereby notifies all bidders that it will affirmatively ensure that in any Contract entered into pursuant to this advertisement or opportunity to submit bids in response to this invitation will not be discriminated against on the grounds of race, color, sex or national origin in consideration for an award.

At the time fixed for receiving bids, the bids will be publicly opened, examined and declared. The bids will be calculated and the results of the bidding and the calculation of the bids will be reported to the Board of Directors within thirty (30) days of the bid opening. The District reserves the right to reject any or all bids and the right to waive minor irregularities or informalities in the Bid Submission Forms. The District reserves the right to award bids up to a period of thirty (30) days after the date of bid opening.

Dated This 18th Day of March 2007

General Manager
Rancho Simi Recreation and Park District

**RANCHO SIMI RECREATION AND PARK DISTRICT
MAINTENANCE UNIFORM SERVICES CONTRACT REQUEST FOR BIDS**

BID TERMS AND CONDITIONS

- 1.01 Requirement to Meet All Bid Provisions: Each bidder will meet all of the specifications and bid terms and conditions. By virtue of the bid submission, the bidder acknowledges agreement with and acceptance of all provisions of the specifications except as expressly qualified in the Bid Submission Forms. Nonsubstantial deviations may be considered provided that the bidder submits a full description and explanation of and justification for the proposed deviations. Whether any proposed deviation is nonsubstantial will be determined by the Rancho Simi Recreation and Park District (District) in its sole discretion.
- 1.02 Communications Regarding Bid: All timely requests for information submitted in writing will receive a written response from the District. Telephone communications with District staff are not encouraged but will be permitted. However, any such verbal communication will not be binding on the District.
- 1.03 Bid Submission: Each bid must be submitted on the form(s) provided in the Request for Bids, and **must be accompanied by a sample of each type of uniform being bid.** The samples will be available for pickup at the District offices after the bid is awarded. Sealed bids will be received until 2:00 p.m. on April 19, 2007, at which time they will be publicly opened. The bid will be enclosed in an envelope which will be sealed and addressed to:
- Rancho Simi Recreation and Park District
Attn: Robin Walker, Administrative Analyst
1692 Sycamore Drive
Simi Valley, California 93065
- In order to guard against premature opening, the bid will be clearly labeled with the bid title, name of bidder, and date and time of bid opening. If the bid is delivered to the District via express delivery or other priority mail service, the above information must also be included on the outside shipment envelope.
- 1.04 Submission of One Bid Only: No individual or business entity of any kind will be allowed to make or file or to be interested in more than one bid, except an alternative bid when specifically requested. However, an individual who has quoted prices on material to a bidder submitting a bid is not thereby disqualified from quoting prices to other bidders submitting a bid.
- 1.05 Bid Withdrawal: A bidder may withdraw its bid without prejudice prior to the time specified for the bid opening either personally, by telephone, or by written request to the District's Administrative Analyst, Robin Walker, for its withdrawal. If this occurs, the bid will be returned to the bidder unopened.
- 1.06 Bid Opening: Sealed bids will be received until 2:00 p.m. on April 19, 2007, at which time they will be publicly opened. No bid received after the time specified or at any place other than the place stated in the Notice Inviting Bids will be considered. All bids will be opened and declared publicly. Bidders or their representatives are invited to be present at the opening of the bids.

- 1.07 Bid Quotes and Unit Price Extensions: The extensions of unit prices for the quantities indicated and the lump sum prices quoted by the bidder must be entered in figures in the spaces provided on the Bid Submission Forms. The Bid Submission Forms must be completed in their entirety. If the unit price and the total amount stated by any bidder for any item are not in agreement, the unit price alone will be considered as representing the bidder's intention and the total will be corrected to conform to the specified unit price.
- 1.08 Bid Retention and Award: The District reserves the right to retain all bids for a period of thirty (30) days after the bid opening date for examination and comparison. The District also reserves the right to determine and waive nonsubstantial irregularities in any bid, to reject any or all bids, to reject one part of a bid and accept the other, except to the extent that the bids are qualified by specific limitations, and to make award to the lowest responsible bidder as the interest of the District may require.
- 1.09 Labor Actions: In the event that the successful bidder is experiencing a labor action at the time of the award of the bid (or if its suppliers or subcontractors are experiencing such a labor action), the District reserves the right to declare said bidder is no longer the lowest responsible bidder and may accept the next acceptable low bid from a bidder that is not experiencing a labor action and declare it to be the lowest responsible bidder.
- 1.10 Duration of Contract: Unless terminated earlier, the Contract will remain in effect from July 1, 2007, through June 30, 2010. Notwithstanding the foregoing, the District may terminate the Contract at any time for any reason including its own convenience.
- 1.11 Extension Period: The District may, at its sole option and discretion, extend the contract for two additional one-year periods (each one-year period an "Extension Period"). For each Extension Period, unit prices may be adjusted as agreed to by the parties but, in no event, shall any increase be greater than the lesser of (1) 4% or (2) the increase in the US Department of Labor, Bureau of Labor Statistics Average Consumer Price Index for Los Angeles, Riverside and Orange Counties for the previous twelve (12) month period (February to February).
- 1.12 Contract Requirement: The bidder to whom award is made will execute a written contract with the District within ten (10) calendar days after notice of the award has been sent by mail to the address given in the Bid Submission Forms or within ten (10) calendar days after receipt by bidder of oral communication of the intent to award, whichever occurs first. The Contract will be made in the form adopted by the District. The bidder warrants that bidder possesses, or has arranged through subcontracts, all capital and other equipment, labor and materials to carry out and complete the work hereunder in compliance with all Federal, State, County, City and Special District Laws, Ordinances, and Regulations which are applicable; and further, bidder will comply with all Federal, State, County, City and Special District Laws, Ordinances, and Regulations which are applicable.
- 1.13 Failure to Accept Contract: If upon notification of intent to award the bid by the District, the bidder fails to enter into the Contract within the specified time period, the pending award will be annulled. Any bid security will be forfeited in accordance with these Bid Terms and Conditions if a bidder's bond or security is required. An award may be made to the next lowest responsible bidder who will fulfill every term and condition of the bid.
- 1.14 Firm Pricing: The materials bid upon will be used by the District on an as-needed basis during the entire term of the Contract. The prices bid for these items must be valid for the entire period indicated above unless otherwise conditioned by the bidder in the bid exceptions.

- 1.15 Estimated Quantities: The quantities indicated in the Bid Specifications/Bid Submission Forms are estimates based on past purchasing experience, and will be used to determine the lowest overall bid. Actual quantities of each item purchased during the period of this contract may vary up or down from these estimated amounts as required by the District.
- 1.16 Supplemental Purchases: Supplemental purchases may be made from the successful bidder during the contract term in addition to the items listed in the Bid Specifications/Bid Submission Forms. For these supplemental purchases, the bidder will not offer prices to the District in excess of the amounts offered to other government entities for the same item. If the bidder is willing to offer the District a standard discount on all supplemental purchases from its generally prevailing price structure during the contract term, this offer and the amount of discount on a percentage basis should be provided with the bid submission.
- 1.17 Non-Exclusive Contract: The District reserves the right to purchase items listed in the Bid Specifications/Bid Submission Forms, as well as any supplemental items, from other vendors during the contract term.
- 1.18 Unrestrictive Brand Names: Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications given for any item.
- 1.19 Statement of Financial Ability/References: Each bidder will submit a statement of financial ability and references on the form provided in the bid package.
- 1.20 Statement of Contract Disqualifications: Each bidder will submit a statement regarding any past governmental agency bidding or contract disqualifications on the form provided in the bid package.
- 1.21 Examination of Bids: Neither the bidder's representatives nor the general public will be permitted to review or examine bid forms or documentation at the bid opening. Copies of all bids received will be publicly displayed for bidder's representatives and the general public's examination on Friday, April 20, 2007, at 10:00 a.m. in Office B-2 at the District offices, 1692 Sycamore Drive, Simi Valley, California, until such time as an award of contract has been determined.

In accordance with the Fair Trade and Privacy Act, the bid executor's name, title, or any other personal identifiable feature except for the corporation or firm submitting the bid will be obliterated beyond recognition. Grievance forms will be provided for any person(s) wishing to contest any or all of the bids presented. If no bona fide grievance is determined by the Rancho Simi Recreation and Park District's Board of Directors, the award of contract will be made in accordance with Section 1.08.

**RANCHO SIMI RECREATION AND PARK DISTRICT
MAINTENANCE UNIFORM SERVICES CONTRACT REQUEST FOR BIDS**

BID SPECIFICATIONS

2.01 General

- A. Each uniform supplied under these requirements will consist of new materials and be constructed of 65% polyester/35% cotton fabric or 100% cotton fabric, as specified. Colored items shall be vat dyed for maximum color retention.
- B. All uniform items (pants, shorts, shirts, coveralls, and smocks) will be laundered weekly, pressed, and delivered on hangers. Dry cleaning only and steam finish are **not** acceptable.

2.02 Jackets

- A. A new jacket will be purchased for each uniformed worker at the beginning of the contract term, and a new jacket will be purchased for each new uniformed worker hired during the term of the contract.
- B. Grounds and building maintenance workers and Community Center workers:
 - 1. Dark brown.
 - 2. Durable work jacket constructed of at least 7-1/2 oz., 65% polyester/35% cotton twill lined with quilted lining.
 - 3. Worker jackets will be tailored as follows:
 - a. Zip front
 - b. Two slash pockets
 - c. Waist length with band at waist
 - d. Two-piece, topstitched collar
 - e. Adjustable cuffs
 - 4. Worker jackets have District emblem on left sleeve and name emblem on left chest.
- C. Supervisors and Assistant General Manager:
 - 1. Dark brown.
 - 2. Weargaurd Ripstop Down Jacket (or equivalent)
 - a. Nylon shell
 - b. Down insulation
 - c. Rib-knit waistband, collar and cuffs
 - d. Internal and external storm flaps
 - e. Adjustable draw-cord waist
 - f. Velcro closures at cuffs
 - g. Two front pockets with Velcro closures, one zippered chest pocket, and one inside pocket

3. Supervisor jackets have District emblem on left sleeve and but **no** name emblem.

D. Supplier shall not be responsible for laundering jackets.

2.03 Work Pants

A. Grounds and building maintenance workers and Community Center workers:

1. Dark brown.
2. Durable work pant constructed of at least 7-3/4-oz., 65% polyester/35% cotton twill, crease-resistant fabric, and without cuff.
3. Workers will have the option of selecting flat-front slack-style work pants, jean-cut work pants, or cell phone work pants.
4. Will be laundered, finished, pressed and delivered on hangers.

B. Supervisors:

1. Dark brown.
2. Durable work pant constructed of at least 7-3/4-oz., 65% polyester/35% cotton twill, crease-resistant fabric, and without cuff.
3. Supervisors will have the option of selecting pleat-front or flat-front slack-style work pants, jean-cut work pants, or cell phone work pants.
4. Will be laundered, finished, pressed and delivered on hangers.

2.04 Work Shorts

A. Dark brown.

B. Durable work short constructed of at least 7-1/2 oz., 65% polyester/35% cotton twill, crease-resistant fabric, and without cuff.

C. Workers will have the option of choosing from available styles that conform to the work pants styles listed in Section 2.03 (A). Supervisors will have the option of choosing from available styles that conform to the work pants styles listed in Section 2.03 (B).

D. Each worker will choose how many of their individual inventory will be work pants or shorts.

E. Will be laundered, finished, pressed and delivered on hangers.

2.05 Work Shirts

- A. Grounds and building maintenance workers and Community Center workers:
1. Tan work shirt.
 2. Durable work shirt constructed of 4.25 oz., 65% polyester/35% cotton poplin, crease-resistant, soil-release fabric.
 3. Work shirts will be tailored as follows:
 - a. Lined collar and cuffs
 - b. Two button-through pockets with bar tack stitching and pencil slot
 - c. Six-button front with a snap at the neck
 - d. Long tails on both long- and short-sleeve shirts
 4. Each worker will choose how many of their individual inventory will be long- or short-sleeve shirts.
 5. Worker shirts have District emblem on left sleeve and name emblem on left chest.
 6. Will be laundered, finished, pressed and delivered on hangers.
- B. Supervisors:
1. White security shirt.
 2. Durable security shirt constructed of 4.25 oz., 65% polyester/35% cotton poplin, crease-resistant, soil-release fabric.
 3. Security shirts will be tailored as follows:
 - a. Lined collar and cuffs
 - b. Military-style epaulets
 - c. Two button-through lined chest pockets with mitered flaps, bar tack stitching and pencil slot
 - d. Button front
 - e. Long tails on both long- and short-sleeve shirts
 4. Each worker will choose how many of their individual inventory will be long- or short-sleeve shirts.
 5. Supervisor shirts have District emblem on left sleeve and but no name emblem.
 6. Will be laundered, finished, pressed and delivered on hangers.

2.06 Coveralls

- A. Spruce green.
- B. 100% cotton.

- C. Coveralls have District emblem on left sleeve and name emblem on left chest.
- D. Will be laundered, finished, pressed and delivered on hangers.

2.07 Smocks

- A. Blue.
- B. Lightweight polyester.
- C. Two patch pockets.
- D. Worker will choose how many of their personal inventory will be long- or short-sleeved.
- E. Smocks have District emblem on left sleeve and name emblem on left chest.
- F. Will be laundered, finished, pressed and delivered on hangers.

2.08 Towels

- A. Standard shop towels, 18x18.
- B. Standard bath towels, 100% cotton, 24x50.
- C. Will be laundered weekly.

2.09 Miscellaneous Items

- A. Standard dust mop including mop handles and frames.
- B. Fender Covers, 36x60.
- C. Will be laundered weekly.

2.10 Delivery and Maintenance

- A. All employee uniforms shall be replaced with new uniforms by July 1, 2007, unless otherwise conditioned in bid exceptions.
- B. Supplier will be responsible for properly fitting each person with uniforms, including replacement garments. Incorrectly sized garments shall be replaced immediately at no additional charge to the District.
- C. Supplier will provide new uniforms for uniformed workers hired during the term of the contract. Garments will be delivered no later than two weeks after the order is placed.
- D. Supplier shall provide and maintain as an inventory for each person twice the contracted number of complete changes per week, plus one additional complete change (i.e. 11 shirts and pants/shorts will be provided when 5 of each are

contracted per week per person). The only exception to this will be that persons receiving coveralls or smocks will be provided with an inventory of one (i.e. three coveralls or smocks total per person).

- E. Delivery shall be each Monday of the week, and shall be made to the following locations:
 - 1. Sycamore Drive Community Center, 1692 Sycamore Drive, Simi Valley
 - 2. Rancho Santa Susana Community Park, 5005 Los Angeles Avenue, Simi Valley
 - 3. Rancho Santa Susana Community Center, 5005-C Los Angeles Avenue, Simi Valley
 - 4. Rancho Simi Community Park, 1765 Royal Avenue, Simi Valley
 - 5. Rancho Tapo Community Park, 3700 Avenida Simi, Simi Valley
 - 6. Rancho Madera Community Park, 556 Lake Park Drive, Simi Valley
 - 7. Oak Canyon Community Park, 5600 Hollytree Drive, Oak Park
- F. Supplier will provide all name tags and District emblems on each shirt, jacket, coverall, and smock for current uniformed workers, as well as for new uniformed workers hired during the contract period.
- G. Supplier will exchange the contracted number of changes per person on the once-per-week schedule.
- H. Supplier will identify all garments with the person's name.
- I. Supplier will process garments and all other service items on his own premises in accordance with standards required by City, County, and State public health agencies. Garments damaged during processing will be replaced by Supplier at no cost to the District.
- J. Supplier will maintain all garments in good repair. Garments that are worn out through normal use prior to contract expiration will be replaced on an as-needed basis. "Worn" will mean faded uniforms, torn cuffs and/or collars, thin knee areas in pants, or any other result of normal wear. There shall be no extra cost to the District for replacement of worn uniforms. The District, in its sole discretion, will determine what "worn" means.
- K. Supplier will provide replacement garments at the agree-upon unit cost for damaged, lost or stolen articles. A separate billing will be provided for these items, or any other charges outside the standard weekly rental/laundry fees.
- L. Supplier will maintain an accurate inventory of all items provided and picked up on a week-to-week basis, which will be available for review by the designated District representative in the event an item is reported damaged, lost or stolen by the Supplier. A review by the designated District representative of any item claimed to be damaged, lost or stolen will be required prior to any payment authorization for such items by the District.
- M. Supplier will maintain a system of tagging garments for repair.

- N. Supplier will provide laundry disposal hampers of adequate size and capacity, as determined by the designated District representative, at each of the delivery locations designated by the District as specified in Section 2.10 (E).
- O. A delivery receipt will be signed by a designated District representative at each of the delivery locations. Each signed delivery receipt will accompany the monthly statements for verification of delivery.

**RANCHO SIMI RECREATION AND PARK DISTRICT
MAINTENANCE UNIFORM SERVICES CONTRACT REQUEST FOR BIDS**

BID SUBMISSION FORMS

- 3.01 Bid Submission Forms: All Bid Submission Forms pages 12-17 are to be filled out and submitted to the District in their entirety. All blank spaces for unit prices, extensions and totals must be filled in. If erasures are made, they must be initialed by the bidder. Alternate bids will not be considered unless specifically requested. No oral or telephone modifications will be considered.
- 3.02 Term of Contract: The undersigned hereby proposes and agrees to supply uniforms and other related services as described below and in the attached list of specifications for the prices stated from July 1, 2007 through June 30, 2010.
- 3.03 Extension Period: The District may, at its sole option and discretion, extend the contract for two additional one-year periods (each one-year period an "Extension Period"). For each Extension Period, unit prices may be adjusted as agreed to by the parties but, in no event, shall any increase be greater than the lesser of (1) 4% or (2) the increase in the US Department of Labor, Bureau of Labor Statistics Average Consumer Price Index for Los Angeles, Riverside, and Orange Counties for the previous twelve (12) month period (February to February).
- 3.04 Deliveries: All deliveries will be made once weekly to the seven (7) locations specified in Bid Specifications Section 2.10 (E).
- 3.05 Calculating the Bid: Use Sections 3.07, 3.08, 3.09, and 3.10 as a worksheet to calculate unit prices and extended prices to transfer to the Bid Form provided in Section 3.06. Indicate any deviations from the bid specifications on the worksheet.

The calculations will be based upon the understanding that Supplier shall provide and maintain as an inventory for each person twice the contracted number of complete changes per week, plus one additional complete change (i.e. 11 shirts and pants/shorts will be provided when 5 of each are contracted per week per person). The only exception to this will be that persons receiving coveralls or smocks will be provided with an inventory of one (i.e. three coveralls or smocks total per person).

In the same manner, an inventory will be established for shop and bath towels, dust mops and fender covers that will allow the contracted number of items to be available for use each week at the specified sites.

3.06 Bid Form

Date: _____

To: Rancho Simi Recreation and Park District
Attn: Robin Walker, Administrative Analyst
1692 Sycamore Drive
Simi Valley, CA 93065

In accordance with the Rancho Simi Recreation and Park District Maintenance Uniform Services Contract Request for Bids, we are pleased to offer the District the considerations described on the attached sheets for the privilege of providing uniform rental and related services for Rancho Simi Recreation and Park District.

The undersigned bidder hereby understands, warrants and agrees:

- 1) That the bidder has read, understood and agrees to provide uniform rental and related services in accordance with the terms, conditions and specifications in the Maintenance Uniform Services Contract Request for Bids.
- 2) That the bidder is authorized to represent the bidding firm.
- 3) Summary of Bid Items:

Total Jacket Purchase Cost:	\$ _____
Total Weekly Rental Items:	\$ _____
Total Setup/Prep Fees:	\$ _____
Other (provide detail on an attached sheet):	\$ _____
Total Bid: \$ _____	
- 4) Provide any exceptions from the specifications on an attached sheet.
- 5) This bid does not include Federal Excise Taxes or License Fees.
- 6) A sample of each type of uniform being bid must accompany the Bid Submission Forms.

Firm Name: _____

Complete Address: _____

Tax ID No.: _____ Phone No.: _____

Signature: _____ Fax No.: _____

Print Name and Title: _____

3.07 Bid Worksheet

Item No.	Article	No. of Employees	No. of Units Each Week	Unit Cost	Extended Price
1a	One Work Jacket Per Uniformed Worker	46	N/A		
1b	One Down Jacket Per Supervisor/AGM	5	N/A		
2a	Work Pants or Shorts Grounds, Building and Community Center workers	45	5		
2b	Work Pants or Shorts Part-time two days/week Building worker	1	2		
2c	Work Pants or Shorts Supervisors	4	5		
3a	Work Shirt – Long- or Short-Sleeved Grounds, Building and Community Center workers	45	5		
3b	Work Shirt – Long- or Short-Sleeved Part-time two days/week Building worker	1	2		
3c	Security Shirt – Long- or Short-Sleeved Supervisors	4	5		
4	Coveralls (2-Mechanics/3-Mowing Crew)	5	1		
5	Smocks	1	1		
6a	Shop Towels Mechanics/Mowing Crew	N/A	150		
6b	Shop Towels East/Central/West/Far West/ OCCP Crews (25 ea crew)	N/A	125		
7a	Bath Towels – RSSCC	N/A	75		
7b	Bath Towels – OPCC	N/A	25		
8a	Dust Mop – SDCC	N/A	2		
8b	Dust Mop – RSSCC	N/A	2		
8c	Dust Mop – OPCC	N/A	2		
9	Fender Covers	N/A	2		
10	Setup Fees: District Emblems for all shirts, jackets, coveralls, and smocks	N/A	N/A (One-time charge)		
11	Setup Fees: Name Emblems for shirts, jackets, coveralls, and smocks (No name on Sup shirts, jackets)	N/A	N/A (One-time charge)		
12	Prep Fees as applicable (specify what these charges are for)	N/A	N/A (One-time Charge)		

3.08 Cost of Jackets:

Extended Price for Jackets (1a through 1b): \$ _____

7.25% sales tax: \$ _____

Subtotal for Jackets: \$ _____

3.09 Weekly Items:

Weekly Cost for Uniforms and Related Items (Items 2a through 9): \$ _____

Times 158 Weeks (July 1, 2007 through June 30, 2010): \$ _____

Subtotal of Weekly Costs: \$ _____

3.10 Setup and Prep Fees:

Subtotal Setup and Prep Fees (Items 10 through 12): \$ _____

3.11 Statement of Financial Ability/References

A. Attach a separate sheet stating the bidder's financial ability and a general description of similar work performed. Include number of years engaged in providing the work included within the scope of the specifications under the present business name: _____

B. List and describe fully the last three contracts performed by your firm which demonstrate your ability to complete the work included within the scope of the specifications. Attach additional pages if required. The District reserves the right to contact each of the references listed for additional information regarding your firm's qualifications.

1) Customer Name: _____
Address: _____
Contact name: _____
Phone number: _____
Contract amount: _____ Year: _____
Description of work done: _____

2) Customer Name: _____
Address: _____
Contact name: _____
Phone number: _____
Contract amount: _____ Year: _____
Description of work done: _____

3) Customer Name: _____
Address: _____
Contact name: _____
Phone number: _____
Contract amount: _____ Year: _____
Description of work done: _____

3.12 Prior Disqualification/Removal/Prevention of Bid

A. Pursuant to Section 10162 of the Public Contract Code, the bidder shall state whether such bidder, any officer or employee of such bidder who has a proprietary interest in such bidder has ever been disqualified, removed or otherwise prevented from bidding on, or completing a Federal, State or local government project because of a violation of law or a safety regulation. If so, explain the circumstances.

1. Do you have any disqualification, removal, etc., as described in the above paragraph to declare?

Yes _____ No _____

2. If yes, explain the circumstances:

3. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____ at _____, California.

Signature(s) of Authorized Bidder: _____

Title: _____

Signature(s) of Authorized Bidder: _____

Title: _____

3.13 Workers' Compensation Insurance Certificate

Sections 1860 and 1861 of the California Labor Code require every contractor to whom a public works contract is awarded to sign and file with the awarding body the following statement:

"I am aware of the Provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract."

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____