



CITY OF LONGVIEW PURCHASING DIVISION

Addendum No 2

October 5, 2020

2021-17 Uniform Rental / Lease Services

The specifications and contract documents are modified as described below. This addendum becomes a part of the contract documents. All provisions of the original specifications and contract documents shall remain in full force and effect, except as modified by this addendum.

The City of Longview offers the following changes and clarifications to the Uniform Rental / Lease Services bid document:

1. On page 11, Items 6, 7, 8, and 9 are for employees working 4 days per week. This was left blank in the original document, but will need to have "4" listed in the days per week column.
2. Section 5.08 will have the below sentences deleted.
DELETE: "Employees working a five day work week will need an Inventory of six pants, six shirts and one jacket. Employees working a four day work week will need an Inventory of five pants, five shirts and one jacket."
REPLACE WITH: "Refer to each division's paragraph under Section 5.03 to view the inventory requirements for leasing uniforms. It varies by division."
3. The following has been added to the approved brands:
 - Uni-First jeans: 1091, 10HD, 12UH
 - Uni-First 04MT-JJ, Navy/ Grey Men's Polo Shirts, Short Sleeves
 - Uni-First 08AP-05, Navy Men's Polo Shirts, Long Sleeves
 - Uni-First 08AP-05 Navy (unisex), Shirts women's polo long sleeve
 - Uni-first 08AP-05 Navy (unisex) , Shirts Men's Polo Long sleeve
 - Uni-First 1550-Jacket

4. On page 20, Section 5.11 it states, "The successful bidder will be required to rectify any problem that they are made aware of within ten business days of said notice."

We will be adding the following sentence. "If the problem will take longer than ten days to rectify, the contractor will notify the contract administrator with the estimated time and reason for delay. If the problem is due to a manufacturer's supply and demand at the time, please note in the explanation. Substitutions are allowed until back orders are filled."

5. On page 20, Section 5.13, the following sentence will be changed to state the below.

"The City of Longview may increase or decrease the number of uniforms/mats as it deems necessary, including but not limited to leasing and/or rental options.

We offer the following changes and clarifications to Section IV, Bid Response, Pages 10-12 based off the below question that was asked.

QUESTION: "I need clarification on the way I'm to calculate the numbers based on how the Title is categorized. Daily Price I assume to be the individual price for 1 garment.

Example if the garment was 10 cents a garment & the emp works 4 days a week & needs 9 sets of garments, then the weekly price would be 90 cents, & the annual price would be \$46.80. This is the way I'm understanding to input the data your requesting—please correct me if I'm wrong.

The category for jeans would be a multiplier of 11, is the way I'm reading & understanding the chart—please correct me if I'm wrong."

ANSWER: The column titled "Daily Price" in Sections 1 and 2 is the "Per Item Price." The column titled "Estimated Number of Items" in Sections 1 and 2 is referring to the "Daily Estimated Number of Items." The column titled "Estimated Number of Mats" in Section 3 is the Bi-weekly Estimated Number of Mats." See math example below using the information in Item #1 in Section 1.

Item#	Uniform Type	MFG. Part Number	Estimated Number of Items	Daily Price	Days Per Week	Weekly Price	Annual Multiplier	Annual Price
1	Men's Short Sleeve Shirts	MFG #	587		4		X 52 Weeks =	

Estimated Number of Items = **Daily** Estimated Number of Items
 Daily Price = **Per Item Price**

EXAMPLE: See equation below to see steps on doing the math.

587(Daily Estimated Number of Items) X Per Item Price (Daily Price) X 4 (Days Per Week)= Weekly Price X 52 weeks = Annual Price

If you have any further questions, please contact the Purchasing Department.

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