

INVITATION TO BID (ITB) NUMBER 2515S013

RETURN THIS BID TO THE ISSUING OFFICE AT:



Department of Transportation &
Public Facilities
Statewide Procurement
P.O. Box 112500
(3132 Channel Drive, Suite 300)
Juneau, Alaska 99801-2500

THIS IS NOT AN ORDER

DATE ITB ISSUED: August 20, 2014

AMHS On-Line Uniform Purchase Program

SEALED BIDS MUST BE SUBMITTED TO THE DIVISION OF STATEWIDE CONTRACTING AND PROCUREMENT OFFICE AT THE ABOVE ADDRESS AND MUST BE TIME AND DATE STAMPED BY THE PURCHASING SECTION PRIOR TO 2:30 PM (Alaska Time) ON SEPTEMBER 11, 2014 AT WHICH TIME THEY WILL BE PUBLICLY OPENED.

BE ADVISED THERE IS NO OVERNIGHT EXPRES MAIL DELIVERY TO JUNEAU, AK. EXPEDITED MAIL SERVICE FROM ALL CARRIERS TAKES AT LEAST TWO NIGHTS.

IMPORTANT NOTICE: If you received this solicitation from the State's "Online Public Notice" web site, you must register with the Procurement Officer listed on this document to receive notification of subsequent amendments. Failure to contact the Procurement Officer may result in the rejection of your offer.

BIDDER'S NOTICE: By signature on this form, the bidder certifies that:

- (1) the bidder has a valid Alaska business license, or will obtain one prior to award of any contract resulting from this ITB. If the bidder possesses a valid Alaska business license, the license number must be written below or one of the following forms of evidence must be submitted with the bid:
 - a canceled check for the business license fee;
 - a copy of the business license application with a receipt date stamp from the State's business license office;
 - a receipt from the State's business license office for the license fee;
 - a copy of the bidder's valid business license;
 - a sworn notarized affidavit that the bidder has applied and paid for a business license;
- (2) the price(s) submitted was arrived at independently and without collusion and that the bidder is complying with:
 - the laws of the State of Alaska;
 - the applicable portion of the Federal Civil Rights Act of 1964;
 - the Equal Employment Opportunity Act and the regulations issued thereunder by the State and Federal Government; and
 - all terms and conditions set out in this Invitation to Bid (ITB).

If a bidder fails to comply with (1) at the time designated in the ITB for opening the state will disallow the Alaska Bidder Preference. If a bidder fails to comply with (2) of this paragraph, the state may reject the bid, terminate the contract, or consider the contractor in default. Bids must be also submitted under the name as appearing on the bidder's current Alaska business license in order to receive the Alaska Bidder Preference.

JUDY GUSTAFSON CONTRACTING OFFICER	_____ COMPANY SUBMITTING BID	*DOES YOUR BUSINESS QUALIFY FOR THE ALASKA BIDDER PREFERENCE? [] YES [] NO
TELEPHONE NUMBER 907-465-8948	_____ AUTHORIZED SIGNATURE	*DOES YOUR BUSINESS QUALIFY FOR THE ALASKA VETERAN PREFERENCE? [] YES [] NO
FAX NUMBER 907-465-2024		
EMAIL: judy.gustafson@alaska.gov	_____ PRINTED NAME	*SEE ITB FOR EXPLANATION OF CRITERIA TO QUALIFY
	_____ DATE	_____ E-MAIL ADDRESS
_____ ALASKA BUSINESS LICENSE NUMBER	_____ FEDERAL TAX ID NUMBER	_____ TELEPHONE NUMBER

INSTRUCTIONS TO BIDDERS:

1. INVITATION TO BID (ITB) REVIEW: Bidders shall carefully review this ITB for defects and questionable or objectionable material. Bidders' comments concerning defects and questionable or objectionable material in the ITB must be made in writing and received by the purchasing authority at least ten (10) days before the bid opening date. This will allow time for an amendment to be issued if one is required. It will also help prevent the opening of a defective bid, upon which award cannot be made, and the resultant exposure of bidders' prices. Bidders' original comments should be sent to the purchasing authority listed on the front of this ITB.

2. BID FORMS: Bidders shall use this and attached forms in submitting bids. A photocopied bid may be submitted.

3. SUBMITTING BIDS: Envelopes containing bids must be sealed, marked, and addressed as shown in the example below. Do not put the ITB number and opening date on the envelope of a request for bid information. Envelopes with ITB numbers annotated on the outside will not be opened until the scheduled date and time.

Bidder's Return Address

Department of Administration
Division of General Services
P.O. Box 110210
Juneau, AK 99811-0210

ITB No.: 2515S013

Opening Date: September 11, 2014

ELECTRONIC BID SUBMISSION: Bids may be emailed to judy.gustafson@alaska.gov, no later than the date and time listed on page one of this ITB as the deadline for receipt of bids, and must contain the ITB number in the subject line of the email. Emailed bids must be submitted as an attachment in PDF format. Please note that the **maximum** size of a single email (including all text and attachments) that can be received by the state is **20mb (megabytes)**. If the email containing the bid exceeds this size, the bid must be sent in multiple emails that are each less than 20 megabytes and each email must comply with the requirements described above. The state is not responsible for unreadable, corrupt, or missing attachments. It is the bidder's responsibility to contact the issuing office at (907) 465-8948 to confirm that the bid has been received. Failure to follow the above instructions may result in the bid being found non-responsive and rejected.

FAX BID SUBMISSION: Bids may be faxed to (907) 465-2024, no later than the date and time listed on page one of this ITB as the deadline for receipt of bids. It is the bidder's responsibility to contact the issuing office at (907) 465-8948 to make arrangements prior to faxing the bid and to confirm that the bid has been received. Failure to follow the above instructions may result in the bid being found non-responsive and rejected.

4. PRICES: The bidder shall state prices in the units of issue on this ITB. Prices quoted for commodities must be in U.S. funds and include applicable federal duty, brokerage fees, packaging, and transportation cost to the FOB point so that upon transfer of title the commodity can be utilized without further cost. Prices quoted for services must be quoted in U.S. funds and include applicable federal duty, brokerage fee, packaging, and transportation cost so that the services can be provided without further cost. Prices quoted in bids must be exclusive of federal, state, and local taxes. If the bidder believes that certain taxes are payable by the State, the bidder may list such taxes separately, directly below the bid price for the affected item. The State is exempt from Federal Excise Tax except the following:

- Coal - Internal Revenue Code of 1986 (IRC), Section 4121 - on the purchase of coal;
- "Gas Guzzler" - IRC, Section 4064 - on the purchase of low m.p.g. automobiles, except that police and other emergency type vehicles are not subject to the tax;
- Air Cargo - IRC, Section 4271 - on the purchase of property transportation services by air;
- Air Passenger - IRC, Section 4261 - on the purchase of passenger transportation services by air carriers.
- Leaking Underground Storage Tank Trust Fund Tax (LUST) - IRC, Section 4081 - on the purchase of Aviation gasoline, Diesel Fuel, Gasoline, and Kerosene.

5. VENDOR TAX ID NUMBER: If goods or services procured through this ITB are of a type that is required to be included on a Miscellaneous Tax Statement, as described in the Internal Revenue Code, a valid tax identification number must be provided to the State of Alaska before payment will be made.

6. FILING A PROTEST: A bidder may protest the award of a contract or the proposed award of a contract for supplies, services, or professional services. The protest must be filed in writing and include the following information: (1) the name, address, and telephone number of the protester; (2) the signature of the protester or the protester's representative; (3) identification of the contracting agency and the solicitation or contract at issue; (4) a detailed statement of the legal and factual grounds of the protest, including copies of relevant documents; and (5) the form of relief requested. Protests will be treated in accordance with Alaska Statutes (AS) 36.30.560-36.30.610.

CONDITIONS:

1. AUTHORITY: This ITB is written in accordance with AS 36.30 and 2 AAC 12.

2. COMPLIANCE: In the performance of a contract that results from this ITB, the contractor must comply with all applicable federal, state, and borough regulations, codes, and laws; be liable for all required insurance, licenses, permits and bonds; and pay all applicable federal, state, and borough taxes.

3. SUITABLE MATERIALS, ETC.: Unless otherwise specified, all materials, supplies or equipment offered by a bidder shall be new, unused, and of the latest edition, version, model or crop and of recent manufacture.

4. SPECIFICATIONS: Unless otherwise specified in the ITB, product brand names or model numbers specified in this ITB are examples of the type and quality of product required, and are not statements of preference. If the specifications describing an item conflict with a brand name or model number describing the item, the specifications govern. Reference to brand name or number does not preclude an offer of a comparable or better product, if full specifications and descriptive literature are provided for the product. Failure to provide such specifications and descriptive literature may be cause for rejection of the offer.

5. FIRM OFFER: For the purpose of award, offers made in accordance with this ITB must be good and firm for a period of ninety (90) days from the date of bid opening.

6. EXTENSION OF PRICES: In case of error in the extension of prices in the bid, the unit prices will govern; in a lot bid, the lot prices will govern.

7. BID PREPARATION COSTS: The State is not liable for any costs incurred by the bidder in bid preparation.

8. CONSOLIDATION OF AWARDS: Due to high administrative costs associated with processing of purchase orders, a single low bid of \$50 or less may, at the discretion of the State, be awarded to the next low bidder receiving other awards for consolidation purposes. This paragraph is not subject to the protest terms enumerated in "INSTRUCTION TO BIDDERS", "FILING A PROTEST" above.

9. CONTRACT FUNDING: Bidders are advised that funds are available for the initial purchase and/or the first term of the contract. Payment and performance obligations for succeeding purchases and/or additional terms of the contract are subject to the availability and appropriation of funds.

10. CONFLICT OF INTEREST: An officer or employee of the State of Alaska may not seek to acquire, be a party to, or possess a financial interest in, this contract if (1) the officer or employee is an employee of the administrative unit that supervises the award of this contract; or (2) the officer or employee has the power to take or withhold official action so as to affect the award or execution of the contract.

11. ASSIGNMENT(S): Assignment of rights, duties, or payments under a contract resulting from this ITB is not permitted unless authorized in writing by the procurement officer of the contracting agency. Bids that are conditioned upon the State's approval of an assignment will be rejected as nonresponsive.

12. SUBCONTRACTOR(S): Within five (5) working days of notice from the state, the apparent low bidder must submit a list of the subcontractors that will be used in the performance of the contract. The list must include the name of each subcontractor and the location of the place of business for each subcontractor and evidence of each subcontractor's valid Alaska business license.

13. FORCE MAJEURE (Impossibility to perform): The parties to a contract resulting from this ITB are not liable for the consequences of any failure to perform, or default in performing, any of its obligations under the contract, if that failure or default is caused by any unforeseeable Force Majeure, beyond the control of, and without the fault or negligence of, the respective party. For the purposes of this ITB, Force Majeure will mean war (whether declared or not); revolution; invasion; insurrection; riot; civil commotion; sabotage; military or usurped power; lightning; explosion; fire; storm; drought; flood; earthquake; epidemic; quarantine; strikes; acts or restraints of governmental authorities affecting the project or directly or indirectly prohibiting or restricting the furnishing or use of materials or labor required; inability to secure materials, machinery, equipment or labor because of priority, allocation or other regulations of any governmental authorities.

14. LATE BIDS: Late bids are bids received after the time and date set for receipt of the bids. Late bids will not be accepted.

15. CONTRACT EXTENSION: Unless otherwise provided in this ITB, the State and the successful bidder/contractor agree: (1) that any holding over of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) to provide written notice to the other party of the intent to cancel such month-to-month extension at least thirty (30) days before the desired date of cancellation.

16. DEFAULT: In case of default by the contractor, for any reason whatsoever, the State of Alaska may procure the goods or services from another source and hold the contractor responsible for any resulting excess cost and may seek other remedies under law or equity.

17. DISPUTES: If a contractor has a claim arising in connection with a contract resulting from this ITB that it cannot resolve with the State by mutual agreement, it shall pursue a claim, if at all, in accordance with the provisions of AS 36.30.620 – 632.

18. CONSUMER ELECTRICAL PRODUCT: AS 45.45.910 requires that "...a person may not sell, offer to sell, or otherwise transfer in the course of the person's business a consumer electrical product that is manufactured after August 14, 1990, unless the product is clearly marked as being listed by an approved third party certification program." Electrical consumer products manufactured before August 14, 1990, must either be clearly marked as being third party certified or be marked with a warning label that complies with AS 45.45.910(e). Even exempted electrical products must be marked with the warning label. By signature on this bid the bidder certifies that the product offered is in compliance with the law. A list of approved third party certifiers, warning labels and additional information is available from: Department of Labor and Workforce Development, Labor Standards & Safety Division, Mechanical Inspection Section, P.O. Box 107020, Anchorage, Alaska 99510-7020, (907)269-4925.

19. SEVERABILITY: If any provision of the contract is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and, the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.

20. GOVERNING LAW; FORUM SELECTION: A contract resulting from this ITB is governed by the laws of the State of Alaska. To the extent not otherwise governed by section 17 of these Standard Terms and Conditions, any claim concerning the contract shall be brought only in the Superior Court of the State of Alaska and not elsewhere.

SPECIAL CONDITIONS:

1. ORDER DOCUMENTS: Except as specifically allowed under this ITB, an ordering agency will not sign any vendor contract. The State is not bound by a vendor contract signed by a person who is not specifically authorized to sign for the State under this ITB. The State of Alaska Purchase Order, Contract Award and Delivery Order are the only order documents that may be used to place orders against the contract(s) resulting from this ITB.

2. BILLING INSTRUCTIONS: Invoices must be billed to the ordering agency's address shown on the individual Purchase Order, Contract Award or Delivery Order, not to the Division of General Services. The ordering agency will make payment after it receives the merchandise or service and the invoice. Questions concerning payment must be addressed to the ordering agency.

3. CONTINUING OBLIGATION OF CONTRACTOR: Notwithstanding the expiration date of a contract resulting from this ITB, the contractor is obligated to fulfill its responsibilities until warranty, guarantee, maintenance and parts availability requirements have completely expired.

PREFERENCES:

1. ALASKA BIDDER PREFERENCE: Award will be made to the lowest responsive and responsible bidder after an Alaska bidder preference of five percent (5%) has been applied. The preference will be given to a person who: (1) holds a current Alaska business license at the time designated in the invitation to bid for bid opening; (2) submits a bid for goods or services under the name on the Alaska business license; (3) has maintained a place of business within the state staffed by the bidder, or an employee of the bidder, for a period of six months immediately preceding the date of the bid; (4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.06 or AS 32.11 and all partners are residents of the state; and, (5) if a joint venture, is composed entirely of ventures that qualify under (1) - (4) of this subsection. AS 36.30.170, AS 36.30.321(a) and AS 36.30.990(2)

2. ALASKA VETERAN PREFERENCE: If a bidder qualifies for the Alaska bidder preference under AS 36.30.321(a) and AS 36.30.990(2) and is a qualifying entity as defined in AS 36.30.321(f), they will be awarded an Alaska veteran preference of five percent (5%). The preference will be given to a (1) sole proprietorship owned by an Alaska veteran; (2) partnership under AS 32.06 or AS 32.11 if a majority of the partners are Alaska veterans; (3) limited liability company organized under AS 10.50 if a majority of the members are Alaska veterans; or (4) corporation that is wholly owned by individuals and a majority of the individuals are Alaska veterans, and may not exceed \$5,000. The bidder must also add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, the bidder must have sold supplies of the general nature solicited to other state agencies, other governments, or the general public - AS 36.30.321(i).

3. USE OF LOCAL FOREST PRODUCTS: In a project financed by state money in which the use of timber, lumber and manufactured lumber is required, only timber, lumber and manufactured lumber products originating in this state from Alaska forests shall be used unless the use of those products has been determined to be impractical, in accordance with AS 36.15.010 and AS 36.30.322.

4. LOCAL AGRICULTURAL AND FISHERIES PRODUCTS PREFERENCE: When agricultural, dairy, timber, lumber, or fisheries products are purchased using state money, a seven percent (7%) preference shall be applied to the price of the products harvested in Alaska, or in the case of fisheries products, the products harvested or processed within the jurisdiction of Alaska, in accordance with AS 36.15.050.

5. ALASKA PRODUCT PREFERENCE: A bidder that designates the use of an Alaska Product which meets the requirements of the ITB specification and is designated as a Class I, Class II or Class III Alaska Product by the Department of Community & Economic Development shall receive a preference in the bid evaluation in accordance with AS 36.30.332 and 3 AAC 92.010.

6. EMPLOYMENT PROGRAM PREFERENCE: If a bidder qualifies for the Alaska bidder preference under AS 36.30.321(a) and AS 36.30.990(2), and is offering goods or services through an employment program as defined under 36.30.990(12), they will be awarded an Employment Program Preference of fifteen percent (15%) in accordance with AS 36.30.321(b).

7. ALASKANS WITH DISABILITIES PREFERENCE: If a bidder qualifies for the Alaska bidder preference under AS 36.30.321(a) and AS 36.30.990(2), and is a qualifying entity as defined in AS 36.30.321(d), they will be awarded an Alaskans with Disabilities Preference of ten percent (10%) in accordance with AS 36.30.321(d). A bidder may not receive both an Employment Program Preference and an Alaskans with Disabilities Preference.

8. PREFERENCE QUALIFICATION LETTER: Regarding preferences 6 and 7 above, the Division of Vocational Rehabilitation in the Department of Labor and Workforce Development maintains lists of Alaskan; [1] employment programs that qualify for preference, and [2] individuals who qualify for preference as Alaskan's with disabilities. In accordance with AS 36.30.321(i), in order to qualify for one of these preferences, a bidder must add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, a bidder must have sold supplies of the general nature solicited to other state agencies, governments, or the general public..

As evidence of an individual's or a business' right to a certain preference, the Division of Vocational Rehabilitation will issue a certification letter. To take advantage of the preferences 6 or 7 above, an individual or business must be on the appropriate Division of Vocational Rehabilitation list at the time the bid is opened, and must attach a copy of their certification letter to their bid. The bidder's failure to provide this certification letter with their bid will cause the State to disallow the preference.

ALASKA BUSINESS LICENSE AND OTHER REQUIRED LICENSES: Prior to the award of a contract, a bidder must hold a valid Alaska business license. However, in order to receive the Alaska Bidder Preference and other related preferences, such as the Alaska Veteran and Alaskans with Disabilities Preference, a bidder must hold a valid Alaska business license at the time designated for bid opening. Bidders should contact the Department of Commerce, Community and Economic Development, Division of Corporations, Business, and Professional Licensing, P. O. Box 110806, Juneau, Alaska 99811-0806, for information on these licenses.

Acceptable evidence that the bidder possesses a valid Alaska business license may consist of any one of the following:

- (a) copy of an Alaska business license;
- (b) certification on the bid that the bidder has a valid Alaska business license and has included the license number in the bid (see front page);
- (c) a canceled check for the Alaska business license fee;
- (d) a copy of the Alaska business license application with a receipt stamp from the state's occupational licensing office; or
- (e) a sworn and notarized affidavit that the bidder has applied and paid for the Alaska business license.

You are not required to hold a valid Alaska business license at the time bids are opened if you possess one of the following licenses and are offering services or supplies under that specific line of business:

- fisheries business licenses issued by Alaska Department of Revenue or Alaska Department of Fish and Game,
- liquor licenses issued by Alaska Department of Revenue for alcohol sales only,
- insurance licenses issued by Alaska Department of Commerce, Community and Economic Development, Division of Insurance, or
- Mining licenses issued by Alaska Department of Revenue.

At the time designated for bid opening, all bidders must hold any other necessary applicable professional licenses required by Alaska Statute.

ALASKA BIDDER PREFERENCE: An Alaska Bidder Preference of five percent will be applied prior to evaluation. The preference will be given to a bidder who:

- (1) holds a current Alaska business license at the time designated for bid opening;
- (2) submits a proposal for goods or services under the name appearing on the bidder's current Alaska business license;

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- (3) has maintained a place of business within the state staffed by the bidder, or an employee of the bidder, for a period of six months immediately preceding the date of the bid;
- (4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company (LLC) organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.06 or AS 32.11 and all partners are residents of the state; and

Alaska Bidder Preference Affidavit

In order to receive the Alaska Bidder Preference, the bid must also include a statement certifying that the bidder is eligible to receive the Alaska Bidder Preference.

If the bidder is a LLC or partnership as identified in (4) of this subsection, the affidavit must also identify each member or partner and include a statement certifying that all members or partners are residents of the state.

If the bidder is a joint venture which includes a LLC or partnership as identified in (4) of this subsection, the affidavit must also identify each member or partner of each LLC or partnership that is included in the joint venture and include a statement certifying that all of those members or partners are residents of the state.

BIDDERS WITH DISABILITIES: The State of Alaska complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in this procurement should contact the Division of Statewide Contracting and Procurement at one of the following numbers no later than ten (10)days prior to bid opening to make any necessary arrangements.

Telephone: (907) 465-8949

Fax: (907) 465-2024

COMPLIANCE WITH ADA: By signature of their bid the bidder certifies that they comply with the Americans with Disabilities Act of 1990 and the regulations issued thereunder by the federal government.

Services or activities furnished to the general public on behalf of the state must be fully accessible. This is intended to ensure that agencies are in accordance with 28 CFR Part 35 Section 35.130 and that services, programs or activities furnished to the public through a contract do not subject qualified individuals with a disability to discrimination based on the disability.

PREFERENCE QUALIFICATION: In order to qualify for an Alaska Veterans Preference, Employment Program Preference, or Alaskans with Disabilities Preference, a bidder must add value by actually performing, controlling, managing, and supervising the services provided, or a bidder must have sold supplies of the general nature solicited to other state agencies, governments, or the general public.

CONTRACT PERFORMANCE LOCATION: By signature on their bid, the bidder certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States.

If the bidder cannot certify that all work will be performed in the United States, the bidder must contact the procurement officer in writing to request a waiver at least 10 days prior to the deadline for receipt of bids.

The request must include a detailed description of the portion of work that will be performed outside the United States, where, by whom, and the reason the waiver is necessary.

Failure to comply with these requirements may cause the state to reject the bid as non-responsive, or cancel the contract.

HUMAN TRAFFICKING: By signature on their bid, the bidder certifies that the bidder is not established and headquartered or incorporated and headquartered in a country recognized as Tier 3 in the most recent United States Department of State's Trafficking in Persons Report.

The most recent United States Department of State's Trafficking in Persons Report can be found at the following website: <http://www.state.gov/g/tip/>

Failure to comply with this requirement will cause the state to reject the bid as non-responsive, or cancel the contract

CONTRACT INTENT: This Invitation to Bid (ITB) is intended to result in the purchase of authorized crew uniforms with logo and name embroidery, at the Alaska Marine Highway System, on an as needed basis for the Department of Transportation & Public Facilities. The purchase shall be through pre-paid e-voucher issued by the successful vendor to each authorized AMHS employee.

PREBID CONFERENCE: There will be a prebid telephone conference on August 27, 2014 beginning at 9:00 AM Alaska Daylight Time. Participants should read the ITB and come to the meeting prepared to discuss any concerns. This will be a teleconference and potential bidders are invited notify the contracting officer of their intent to participate in the prebid conference by calling (907) 465-8948 no later than 4:00 PM on August 25, 2014.

NOTICE OF INTENT TO AWARD: After the responses to this ITB have been opened and evaluated, a tabulation of the bids will be prepared. This tabulation, called a Notice of Intent to Award, serves two purposes. It lists the name of each company or person that offered a bid and the price they bid. It also provides notice of the state's intent to award a contract(s) to the bidder(s) indicated. A copy of the Notice of Intent will be mailed to each company or person who responded to the ITB. Bidders identified as the apparent low responsive bidders are instructed not to proceed until a Purchase Order, Contract Award, Lease, or some other form of written notice is given by the contracting officer. A company or person who proceeds prior to receiving a Purchase Order, Contract Award, Lease, or some other form of written notice from the contracting officer does so without a contract and at their own risk.

PAYMENT FOR STATE PURCHASES: Payment for agreements under \$500,000 for the undisputed purchase of goods or services provided to a state agency, will be made within 30 days of the receipt of a proper billing or the delivery of the goods or services to the location(s) specified in the agreement, whichever is later. A late payment is subject to 1.5% interest per month on the unpaid balance. Interest will not be paid if there is a dispute or if there is an agreement that establishes a lower interest rate or precludes the charging of interest.

CONTRACT ADMINISTRATION: The administration of this contract is the responsibility of the contracting officer of record, for the Department Transportation & Public Facilities.

SHIPPING DAMAGE: The AMHS employee will provide the contractor with notice when damaged goods are received.

INDEMNIFICATION: The contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the contractor under this agreement. The contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the contractor and the independent negligence of the Contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "Contracting agency", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the Contracting agency's selection, administration, monitoring, or controlling of the contractor and in approving or accepting the contractor's work.

INSURANCE: Without limiting contractor's indemnification, it is agreed that contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the contractor's policy contains higher limits, the state shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the contracting officer prior to beginning work and must provide for a notice of cancellation, non-renewal, or material change of conditions in accordance with policy provisions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the contractor's services. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under AS 21.

Proof of insurance is required for the following:

Workers' Compensation Insurance: The contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the state.

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Commercial General Liability Insurance: covering all business premises and operations used by the contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per occurrence.

Commercial Automobile Liability Insurance: covering all vehicles used by the contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per occurrence.

Failure to supply satisfactory proof of insurance within the time required will cause the state to declare the bidder non-responsible and to reject the bid.

BRAND AND MODEL OFFERED: Unless otherwise specified, when brand names and model numbers are used to specify the type and quality of the goods desired, bidders must clearly indicate the brand names and model numbers they intend to provide. The bidder's failure to identify the brand and model offered will cause the state to consider the offer non-responsive and reject the bid.

ANNOTATED LITERATURE: Bidders must annotate their product literature to identify for the state the location of the supporting information regarding each product specification set out in this ITB. A bidder's failure to comply with this clause, within the time set by the state, will cause the state to consider the offer non-responsive and reject the bid.

SUPPORTING INFORMATION: The state strongly desires that bidders submit all required technical, specification, and other supporting information with their bid, so that a detailed analysis and determination can be made by the contracting officer that the product offered meets the ITB specifications and that other requirements of the ITB have been met. However, provided a bid meets the requirements for a definite, firm, unqualified, and unconditional offer, the state reserves the right to request supplemental information from the bidder, after the bids have been opened, to ensure that the products offered completely meet the ITB requirements. The requirement for such supplemental information will be at the reasonable discretion of the state and may include the requirement that a bidder will provide a sample product(s) so that the state can make a first-hand examination and determination.

A bidder's failure to provide this supplemental information or the product sample(s), within the time set by the state, will cause the state to consider the offer non-responsive and reject the bid.

FIRM, UNQUALIFIED AND UNCONDITIONAL OFFER: Bidders must provide enough information with their bid to constitute a definite, firm, unqualified and unconditional offer. To be responsive a bid must constitute a definite, firm, unqualified and unconditional offer to meet all of the material terms of the ITB. Material terms are those that could affect the price, quantity, quality, or delivery. Also included as material terms are those which are clearly identified in the ITB and which, for reasons of policy, must be complied with at risk of bid rejection for non-responsiveness.

ALASKA PRODUCT PREFERENCE: Bidders who offer products which have received certification by the Department of Commerce and Economic Development and that are listed in

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the current published edition of the "Alaska Products Preference List" will receive this preference. In order to qualify for the Alaska Product Preference, a bidder must provide the qualified product on a 100% basis. There are no provisions under Alaska Statutes or regulations that allow for product exchanges/substitutions, or permit the product to be co-mingled with other products. Rather, AS 36.30.330 provides for a penalty for failing to use the designated Alaska products.

Products are classified in one of three categories:

- Class I products receive a three percent preference.
- Class II products receive a five percent preference.
- Class III products receive a seven percent preference.

Bidders must check the correct preference box beneath each line item. When the bids are evaluated, the preference percentage will be deducted from the bid price. If a bidder fails to check one of the product preference boxes, no preference will be given.

EXAMPLE

B I D S C H E D U L E

ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.	60	DOZ.	Ajax Eggs	\$ _____	\$ _____

I certify that the product offered is entitled to the local agricultural, timber, or fisheries product preference in accordance with AS 36.15.050. ☐ YES ☐ NO

2.	20	EACH	Ajax Aluminum Widgets	\$ _____	\$ _____
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I certify that the product offered is entitled to a:

- (1) CLASS I @ 3% ☐
- (2) CLASS II @ 5% ☐
- (3) CLASS III @ 7% ☐

Alaska Products Preference in accordance with 3 AAC 92.

NONDISCLOSURE AND CONFIDENTIALITY: Contractor agrees that all confidential information shall be used only for purposes of providing the deliverables and performing the services specified herein and shall not disseminate or allow dissemination of confidential information except as provided for in this section. The contractor shall hold as confidential and will use reasonable care (including both facility physical security and electronic security) to prevent unauthorized access by, storage, disclosure, publication, dissemination to and/or use by third parties of, the confidential information. "Reasonable care" means compliance by the contractor with all applicable federal and state law, including the Social Security Act and HIPAA. The contractor must promptly notify the state in writing if it becomes aware of any storage, disclosure, loss, unauthorized access to or use of the confidential information.

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Confidential information, as used herein, means any data, files, software, information or materials (whether prepared by the state or its agents or advisors) in oral, electronic, tangible or intangible form and however stored, compiled or memorialized that is classified confidential as defined by State of Alaska classification and categorization guidelines (i) provided by the state to the contractor or a contractor agent or otherwise made available to the contractor or a contractor agent in connection with this contract, or (ii) acquired, obtained or learned by the contractor or a contractor agent in the performance of this contract.

Information that the contractor shall hold as confidential during the performance of services under this contract include:

The AMHS employee mailing list is the sole property of the SOA. Only the AMHS employee names and addresses will appear on the list. The successful vendor is prohibited from requesting the AMHS employee's social security number or employee number. The AMHS employee list and any other such information regarding the AMHS OLUPP program shall be used by the successful vendor only for the AMHS OLUPP program and shall not be released by the successful vendor to any third party. The successful vendor shall ensure the network security of the AMHS OLUPP system.

If confidential information is requested to be disclosed by the contractor pursuant to a request received by a third party and such disclosure of the confidential information is required under applicable state or federal law, regulation, governmental or regulatory authority, the contractor may disclose the confidential information after providing the state with written notice of the requested disclosure (to the extent such notice to the state is permitted by applicable law) and giving the state opportunity to review the request. If the contractor receives no objection from the state, it may release the confidential information within 30 days. Notice of the requested disclosure of confidential information by the contractor must be provided to the state within a reasonable time after the contractor's receipt of notice of the requested disclosure and, upon request of the state, shall seek to obtain legal protection from the release of the confidential information.

The following information shall not be considered confidential information: information previously known to be public information when received from the other party; information freely available to the general public; information which now is or hereafter becomes publicly known by other than a breach of confidentiality hereof; or information which is disclosed by a party pursuant to subpoena or other legal process and which as a result becomes lawfully obtainable by the general public.

CONTRACT PERIOD: The length of the contract will be from the date of award through October 31, 2015, with the option to renew for four additional one-year terms under the same terms and conditions as the original contract. Renewals are to be exercised solely by the state.

PRICE ADJUSTMENTS:

Consumer Price Index (CPI): Contract prices for apparel will remain firm through October 31, 2015. Contractors must request price adjustments, in writing, 30 days prior to the renewal date. If a contractor fails to request a CPI price adjustment 30 days prior to the adjustment date, the adjustment will be effective 30 days after the state receives their written request.

Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for All Urban Consumers, Apparel, in the contractors area.

The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six month average (January through June 2014); and each (January through June six month average) thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. No retroactive contract price adjustments will be allowed.

PRICE DECREASES: During the period of the contract all price decreases experienced by the contractor must be passed on to the state. A contractor's failure to strictly and faithfully adhere to this clause, within the time required, will be considered in breach of contract.

BRAND SPECIFIC: The items identified are not required to be brand specific. If items from a different producer are offered all the items must meet the description, size, color, and fabric specifications of the descriptions provided in this solicitation and be visually identical to the current uniforms.

SAMPLES REQUIRED: The contractor must submit a reasonable number of samples of the items offered for inspection and evaluation. Each sample will be evaluated and tested by AMHS per the washing instructions for each garment. All garments must be of wash and wear quality. The contractor's failure to submit the samples or the state's rejection of the samples for failure to meet the ITB's specifications will cause the state to cancel the contract. An award will then be made to the next responsive low bidder.

BID GUARANTEE: Bids must be accompanied by a bid guarantee in the form of an acceptable Bid Bond, certified, cashier's check or money order in the amount of \$5,000.00 made payable to the State of Alaska. Bid Bonds must be accompanied by a legible Power of Attorney. The surety of a Bid Bond may be any corporation or partnership authorized to do business in Alaska as an insurer under AS 21.09. Telegraphic notification of execution of a Bid Bond does not meet the requirements of bid guarantee accompanying the bid. An individual surety will not be accepted as a bid guarantee.

The bid guarantee of each unsuccessful bidder will be returned as soon as practical after award has been made.

Bidders must submit their bid guarantee with their bid in order to be considered responsive.

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USAGE REPORT: Each year, sixty (60) calendar days prior to the contract price adjustment date, the contractor must furnish or make available on the OLUPP website, the state usage report. The usage report must follow the format of the Bid Schedule, by AMHS employee and must accurately state the actual use of all items on the Bid Schedule. A contractor's failure to provide this information in a timely manner may cause the state to cancel the contract.

VOLUME REPORT: Ninety (90) calendar days prior to the expiration date of the contract, the contractor must furnish to the AMHS Project Director a volume report of the past year's use.

PACKAGING: The cost of all packaging must be included in the price bid. All packaging must be new and suitable for shipment.

ESTIMATED ANNUAL USE: The estimated annual use quantities referenced in this ITB are only estimates and may vary more or less from the quantities actually purchased. The state will use the estimated annual use numbers for the evaluation and award of the ITB but the state does not guarantee any minimum purchase. Orders will be issued throughout the contract period by various state agencies on an as-needed basis.

WORKMANSHIP & MATERIALS: All work must be performed in a thorough and workmanlike manner and in accordance with current industry practices. The contractor will be held responsible for the quality of the finished item. The state will reject any item that does not meet the specifications of the ITB. Rejected items will be returned to the contractor at the contractor's risk and expense.

METHOD OF AWARD: Award will be made as one lot to the lowest responsive and responsible bidder. In order to be considered responsive, bidders must bid on all items.

PRIOR EXPERIENCE: Bidders must provide details of previous experience (three [3] to five [5] clients in the past 24 months) with a garment on-line ordering system including dates, client name, contact name and phone number, and description of contract etc. A link to their existing website must also be provided. This information will be provided by completing pages 21 and 22 of this ITB.

BACKGROUND

The State of Alaska (SOA), Department of Transportation and Public Facilities (DOT&PF), Alaska Marine Highway System (AMHS) mandates uniform clothing for their crews. For the past 4 years the AMHS has used the online uniform purchase program from Lands End. Garments may be offered from a different producer, however the garments must be visually indistinguishable from the garments currently purchased and meet the same performance requirements.

SPECIFICATIONS

Alaska Marine Highway System On-Line Uniform Purchase Program (OLUPP)

Establish a Web-based ordering system, AMHS On-Line Uniform Purchase Program (OLUPP), for the purchase of AMHS approved garments, from the vendor's line of clothing, with the AMHS approved logo and monogram. The contractor will issue e-vouchers to the AMHS employees to directly purchase the vendor's approved garments on an annual basis. The employees will also have the option to purchase AMHS selected off voucher garments (jackets and vests).

Currently two departments order shirts, the Steward and the Terminal Departments. Separate websites will be required for each department ordering uniforms. The program will need to be expandable to include additional garments and to possibly handle orders from other AMHS crew departments, at a future time.

There are approximately 300 AMHS Steward Department employees. Between 50 and 75 of the authorized 300 crew members each year are new and will qualify for the initial order of five (5) to seven (7) approved garments and will be issued an initial e-voucher. Returning crew members will be issued a lesser cost e-voucher for replacement garments.

In the Terminal Department there are approximately 10 new hires each year and 86 renewal crew members.

The actual value of the initial voucher and the subsequent year vouchers will be determined by the AMHS Project Director. This value will be based upon the costs the successful vendor proposes for the purchase of the approved AMHS garments, the embroidery of the AMHS logo and monograms on each garment, cost for printing and mailing of each e-vouchers (if virtual e-vouchers are not proposed), cost for shipping orders via United States Postal Service (USPS) parcel post, and the cost for the operation of the web-based AMHS OLUPP system.

1. Establish an AMHS OLUPP pre-paid **account to receive funds from AMHS and debit and credit e-voucher orders and returns.** Download mailing list of authorized/participating AMHS employees in the OLUPP program. Evaluate the official AMHS logo artwork to make the embroidered logo from.
2. Provide Cost Proposal for the purchase of AMHS approved garments. This cost will include the stitching of the approved AMHS logo and monogram on each garment, costs for printing and mailing each e-voucher (if not virtual e-voucher), and the cost for the operation of the web based AMHS OLUPP program (if applicable). Each of these costs will be deducted from the value of each e-voucher when it is redeemed and will be so listed on the employee's receipt (see receipt examples on page #17). The vendor's Cost Proposal will delineate the operational costs associated with the AMHS OLUPP program and show that cost per garment.

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3. Embroidery specifications for Steward Employees:
 - Line #1- Alaska Marine Highway official circular logo, embroidery color white and blue
 - Line #2- monogram the word, Crew, in gold
 - Line #3- monogram the first name of the crew member, in white
 - Monogram stitch count 12,000-13,000
 - Lines are centered on the left chest area, in a 3"X 3" area.
4. Embroidery specifications for Terminal Employees
 - Line #1 Alaska Marine Highway official circular logo, embroidery color white and blue
 - There are only three (3) choices on line #2 with embroidery in gold
 - Manager
 - Ass't Manager
 - Terminal Agent
 - Line #3 = monogram the first name of the crew member with embroidery in white
 - Monogram stitch count 12,000-13,000
 - Lines are centered on the left chest area, in a 3"X 3" area.
5. Provide an AMHS OLUPP system that will allow the authorized AMHS employees to logon to the secure website and purchase authorized garments and the AMHS Project Director to logon to the website's report feature to print out, download reports on the website activity and possibly update the AMHS authorized employee list or, provide periodic reports to the AMHS Project Director on website activity and update AMHS employee lists as received from the AMHS Project Director. Provide a toll-free customer service number. Three (3) years of experience with an electronic ordering system is required of the successful contractor. The electronic ordering system being offered must be approved for operation by the AMHS Project Director. The AMHS OLUPP system must be operational within fifteen (15) days of approval of the system.
6. Guarantee availability of all AMHS authorized garments within twelve (12) days of receipt of order, or provide a method of backordering that will provide the AMHS employee with an estimated time of delivery.
7. All garments must be of wash and wear quality. The State defines wash and wear as:
Requiring little or no ironing after washing.
8. PRIOR EXPERIENCE: Bidders must provide details of previous experience (three [3] to five [5] clients in the past 24 months) with a garment on-line ordering system including dates, client name, contact name and phone number, and description of contract etc. A link to their existing website must also be provided.
9. The AMHS Project Director will review and approve the successful vendor's final AMHS OLUPP website design.
10. The AMHAS OLUPP website will provide information on garment sizing or a link to provide this information.

11. The garment style and specifications are listed in Attachment 1.

Embroidered material shall be of a polyester blend, and made from colorfast bleach-resistant thread. The official AMHS logo and monogram (the word "CREW" and employee's first name) will be embroidered in a color and in a location on each garment that is approved by the AMHS Project Director. The vendor shall embroider only those garments purchased through the AMHS OLUPP program with the AMHS logo and monogram. At no time shall the AMHS logo or monogram be embroidered on garments not purchased by AMHS employees.

Upon ending employment with the SOA AMHS, it will be the responsibility of the AMHS Project Director to notify the vendor of the affected employee's termination or, if the vendor grants the AMHS Project Director administrative access to the AMHS OLUPP website, the AMHS Project Director will update the authorized AMHS employees list as required.

The AMHS OLUPP website must include the following terms and conditions:

1. E-vouchers will be assigned by number to each AMHS authorized employee based upon the AMHS employee list provided to the vendor by the AMHS Project Director.
2. E-vouchers will only be issued in the dollar amounts authorized by the AMHS Project Director.
3. E-vouchers will be valid for only one (1) year from the date of issuance and will not be renewable. If an e-voucher is not used within one (1) year or is only redeemed for a portion of the authorized amount within one (1) year, the remaining amount will be credited by the vendor to the AMHS OLUPP account.
4. The e-voucher can only be redeemed at the successful vendor's AMHS OLUPP website. The e-vouchers cannot be used at any of the successful vendor's retail outlets.
5. E-vouchers cannot be backdated or redeemed for cash.
6. E-vouchers are only valid and can only be redeemed during the time the AMHS employee is in the employment of the AMHS.
7. The AMHS employee receipt will include the available balance for each e-voucher or other method to notify the AMHS employee of the available e-voucher balance.
8. E-vouchers are not transferable to another AMHS employee or anyone else.
9. Lost or stolen e-vouchers can only be replaced by contacting the vendor's website helpdesk or customer service line. All reports of lost or stolen vouchers (if not virtual e-vouchers) will be accounted for and tracked by the successful vendor and reported to the AMHS Project Director.
10. AMHS will not be responsible for any costs associated with each authorized employee's garment order from the vendor which are above the authorized e-voucher amount. It will be the responsibility of each authorized AMHS employee to pay for those costs which are over and above each authorized e-voucher amount.
11. It will be the responsibility of the AMHS employee to notify the vendor of damaged merchandise or if orders are not received within fourteen (14) days of shipping.

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SAMPLE VENDOR RECEIPTS

The sample vendor receipts below will be included with each order. The cost figures in the sample vendor receipt below do not reflect actual values for AMHS or any vendor.

Vendor AMHS OLUPP Customer Purchase Receipt - Year One				
Employee Name: Joe Matanuska			Shipping Date: 4/22/2014	
ITEM #	ITEM DESCRIPTION	# OF ITEMS PURCHASED	COST PER ITEM	TOTAL COST
#1549	Men's Polo Shirt	2	\$15.49	\$30.98
#1663	Men's L/S Broadcloth shirt	2	\$21.79	\$43.58
#1785	Men's Poplin Shirt	2	\$19.99	\$39.98
#1822	Men's No Iron Pinpoint Sport	1	\$27.99	\$27.99
	Embroidery	6	\$6.50	\$39.00
	Parcel Post – Zone 7	1	\$12.17	\$12.17
	Vendor Handling Charge (If applicable)		\$3.50	<u>\$3.50</u>
Sub-total				\$197.20
E-voucher value				\$200.00
OLUPP E-voucher account balance				<u>\$2.80</u>
EXAMPLE ONLY				

Vendor AMHS OLUPP Customer Purchase Receipt - Year One				
Employee Name: Joe Matanuska			Shipping Date: 4/22/2014	
ITEM #	ITEM DESCRIPTION	# OF ITEMS PURCHASED	COST PER ITEM	TOTAL COST
#1549	Men's Polo Shirt	1	\$15.49	\$15.49
#1663	Men's L/S Broadcloth shirt	2	\$21.79	\$43.58
#1785	Men's Poplin Shirt	2	\$19.99	\$39.98
#1822	Men's No Iron Pinpoint Sport	2	\$27.99	\$55.98
	Embroidery	6	\$6.50	\$39.00
	Parcel Post - Zone 8	1	\$15.03	\$15.03
	Vendor Handling Charge (if applicable)		\$3.50	\$3.50
Total Due				\$212.56
E-voucher value				\$200.00
OLUPP E-voucher account balance - If negative (above e-voucher value), balance must be paid by AMHS employee upon placing order.				(\$12.56)
EXAMPLE ONLY				

BID SCHEDULE

The price for each garment shall include the logo and monogram embroidery cost, any cost associated with the OLUPP system and if any handling charges. Parcel post mailing costs will not be included in the price for the bid.

#	Product	Style	Description	Color	Sizes	Quantity	Price Each
1	51941	426599	WOMEN'S REG SHORT SLEEVE RELAXED FIT PIMA POLO	TRUE BLUE / DK COBALT BLUE	S-XL	1	
	51941	426600	WOMEN'S PLUS SHORT SLEEVE RELAXED FIT PIMA POLO	TRUE BLUE / DK COBALT BLUE	1X-5X	1	
2	54143	401373	WOMEN'S REG SHORT SLEEVE 80/20 BASIC INTERLOCK POLO	TRUE BLUE / DK COBALT BLUE	XS-XL	1	
	54143	401374	WOMEN'S PLUS SHORT SLEEVE 80/20 BASIC INTERLOCK POLO	TRUE BLUE / DK COBALT BLUE	1X-3X	1	
3	51941	426597	WOMEN'S REG SHORT SLEEVE FEMININE FIT PIMA POLO	TRUE BLUE / DK COBALT BLUE	XS-XL	1	
	51941	426598	WOMEN'S PLUS SHORT SLEEVE FEMININE FIT PIMA POLO	TRUE BLUE / DK COBALT BLUE	1X-3X	1	
4	51938	426595	WOMEN'S REG LONG SLEEVE FEMININE FIT PIMA POLO	TRUE BLUE / DK COBALT BLUE	XS-XL	1	
	51938	426596	WOMEN'S PLUS LONG SLEEVE FEMININE FIT PIMA POLO	TRUE BLUE / DK COBALT BLUE	1X-5X	1	
5	51242	393519	WOMEN'S REG SHORT SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	XS-XL	1	
	51242	393551	WOMEN'S PLUS SHORT SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	1X-5X	1	
6	31919	419464	WOMEN'S REG LONG SLEEVE BROADCLOTH BLOUSE	TRUE BLUE / DK COBALT BLUE	2-18	1	
	31919	419465	WOMEN'S PETITE LONG SLEEVE BROADCLOTH BLOUSE	TRUE BLUE / DK COBALT BLUE	00-16	1	
	31919	420168	WOMEN'S TALL LONG SLEEVE BROADCLOTH BLOUSE	TRUE BLUE / DK COBALT BLUE	8-20	1	
	31919	419466	WOMEN'S PLUS LONG SLEEVE BROADCLOTH BLOUSE	TRUE BLUE / DK COBALT BLUE	18W-34W	1	
7	46913	383253	WOMEN'S REG 3/4 SLEEVE SPLIT NECK TONAL STRIPE SHIRT	TRUE BLUE / DK COBALT BLUE	0-18	1	
	46913	383256	WOMEN'S PLUS 3/4 SLEEVE SPLIT NECK TONAL STRIPE SHIRT	TRUE BLUE / DK COBALT BLUE	18W-34W	1	
8	51878	404743	WOMEN'S REG THERMACHECK® 100 JACKET	BLACK / TRUE NAVY	S-XL	1	
	51878	404744	WOMEN'S PLUS THERMACHECK® 100 JACKET	BLACK / TRUE NAVY	1X-5X	1	

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#	Product	Style	Description	Color	Sizes	Quantity	Price Each
9	51876	404739	WOMEN'S REG THERMACHECK® 100 HALF ZIP PULLOVER	BLACK / TRUE NAVY	S-XL	1	
	51876	404740	WOMEN'S PLUS THERMACHECK® 100 HALF ZIP PULLOVER	BLACK / TRUE NAVY	1X-5X	1	
10	51877	404747	WOMEN'S REG THERMACHECK® 100 VEST	BLACK / TRUE NAVY	S-XL	1	
	51877	404748	WOMEN'S PLUS THERMACHECK® 100 VEST	BLACK / TRUE NAVY	1X-3X	1	
11	11567	29373	MEN'S REG SHORT SLEEVE CLASSIC BANDED MESH SHIRT	TRUE BLUE / DK COBALT BLUE	S-XXL	1	
	11567	29374	MEN'S TALL SHORT SLEEVE CLASSIC BANDED MESH SHIRT	TRUE BLUE / DK COBALT BLUE	M-XXL	1	
	11567	29376	MEN'S BIG SHORT SLEEVE CLASSIC BANDED MESH SHIRT	TRUE BLUE / DK COBALT BLUE	2XL-5XL	1	
	11567	29377	MEN'S BIG& TALL SHORT SLEEVE CLASSIC BANDED MESH SHIRT	TRUE BLUE / DK COBALT BLUE	2XL, 3XL	1	
12	45410	401371	MEN'S REG SHORT SLEEVE 80/20 BASIC INTERLOCK POLO	TRUE BLUE / DK COBALT BLUE	S-XXL	1	
	45410	401372	MEN'S BIG SHORT SLEEVE 80/20 BASIC INTERLOCK POLO	TRUE BLUE / DK COBALT BLUE	2XL, 3XL	1	
						1	
13	49341	401367	MEN'S REG LONG SLEEVE 60/40 BASIC MESH POLO	TRUE BLUE / DK COBALT BLUE	S-XXL	1	
	49341	401368	MEN'S BIG LONG SLEEVE 60/40 BASIC MESH POLO	TRUE BLUE / DK COBALT BLUE	2XL, 3XL	1	
	13627	153948	MEN'S REG LONG SLEEVE PIMA POLO	TRUE BLUE / DK COBALT BLUE	S-XXL	1	
	13627	153949	MEN'S BIG LONG SLEEVE PIMA POLO	TRUE BLUE / DK COBALT BLUE	2XL, 3XL	1	
14	13626	53874	MEN'S REG SHORT SLEEVE PIMA POLO	TRUE BLUE / DK COBALT BLUE	S-XXL	1	
	13626	53882	MEN'S TALL SHORT SLEEVE PIMA POLO	TRUE BLUE / DK COBALT BLUE	M-XXL	1	
	13626	53883	MEN'S BIG SHORT SLEEVE PIMA POLO	TRUE BLUE / DK COBALT BLUE	2XL-5XL	1	
15	36775	179017	MEN'S REG LONG SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	S-XXL	1	
	36775	179019	MEN'S TALL LONG SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	M-XXL	1	
	36775	179018	MEN'S BIG LONG SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	2XL-5XL	1	
16	36776	179020	MEN'S REG SHORT SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	S-XXL	1	
	36776	393545	MEN'S TALL SHORT SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	M-XXL	1	
	36776	179021	MEN'S BIG SHORT SLEEVE PERFORMANCE TWILL SHIRT	TRUE BLUE / DK COBALT BLUE	2XL-5XL	1	

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#	Product	Style	Description	Color	Sizes	Quantity	Price Each
17	46912	383244	MEN'S REG LONG SLEEVE STRAIGHT COLLAR TONAL STRIPE SHIRT	TRUE BLUE / DK COBALT BLUE	14H-17H	1	
	46912	383246	MEN'S TALL LONG SLEEVE STRAIGHT COLLAR TONAL STRIPE SHIRT	TRUE BLUE / DK COBALT BLUE	15H-17H	1	
	46912	383247	MEN'S BIG LONG SLEEVE STRAIGHT COLLAR TONAL STRIPE SHIRT	TRUE BLUE / DK COBALT BLUE	18-19, 20	1	
	46912	383251	MEN'S BIG & TALL LONG SLEEVE STRAIGHT COLLAR TONAL STRIPE SHIRT	TRUE BLUE / DK COBALT BLUE	18-19, 20, 21	1	
18	39818	404737	MEN'S REG THERMACHECK® 100 1/2 ZIP PULLOVER	BLACK / TRUE NAVY	M-XXL	1	
	39818	404738	MEN'S BIG THERMACHECK® 100 1/2 ZIP PULLOVER	BLACK / TRUE NAVY	2XL-5XL	1	
19	37474	404741	MEN'S REG THERMACHECK® 100 JACKET	BLACK / TRUE NAVY	M-XXL	1	
	37474	404741	MEN'S BIG THERMACHECK® 100 JACKET	BLACK / TRUE NAVY	2XL-5XL	1	
20	36700	404745	MEN'S REG THERMACHECK® 100 VEST	BLACK / TRUE NAVY	M-XXL	1	
	36700	404746	MEN'S BIG THERMACHECK® 100 VEST	BLACK / TRUE NAVY	2XL, 3XL	1	
TOTAL COST ALL ITEMS							\$

The bidder's failure to identify the brand offered for each garment may cause the bid to be rejected as non-responsive.

BID SCHEDULE (cont.)

The Bid Schedule must be completed with details of previous experience (dates, client name(s), contact name, phone number and description of contract) to verify experience. Failure to do so will result in the state rejecting the bid as non-responsive. List information requested below:

Client Name(s) _____ Date(s) _____
Contact Name(s) _____
Phone Number(s) _____
Contract Description _____

The Bid Schedule must be completed with details of previous experience (dates, client name(s), contact name, phone number and description of contract) to verify experience. Failure to do so will result in the state rejecting the bid as non-responsive. List information requested below:

Client Name(s) _____ Date(s) _____
Contact Name(s) _____
Phone Number(s) _____
Contract Description _____

The Bid Schedule must be completed with details of previous experience (dates, client name(s), contact name, phone number and description of contract) to verify experience. Failure to do so will result in the state rejecting the bid as non-responsive. List information requested below:

Client Name(s) _____ Date(s) _____
Contact Name(s) _____
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STATE OF ALASKA ITB # 2515S013
AMHS ON-LINE UNIFORM PURCHASE PROGRAM

Location of Work to be performed:

The physical location of the web-based system and where the embroidery work will be performed must be stated.

Web-based system location: _____

Embroidery plant location: _____

The bidder's failure to provide this location information will cause the bid to be rejected as non-responsive.

GUARANTEED DELIVERY: _____ days after receipt of order.

Vendors who do not provide this delivery information will be considered non-responsive and the bid will be rejected.

ORDERING ADDRESS: _____

Contact: _____

Phone: _____

Fax #: _____

Toll Free: _____

Contact Person E-mail address: _____

Bid Response Deliverables:

1. Signed Page #1
2. Complete Bid Schedule (5 pages)
3. All applicable mandatory return amendments.
4. Bid Guarantee (page #12-13).

Attachments:

1. Garment Specifications