

City Council – Action Request Form

Date: October 14, 2019

To: Mayor, Mayor Pro Tempore and Members of the City Council

Tasha Logan Ford, Assistant City Manager

From: Catrina Thompson, Chief of Police
Jerry Bates, Purchasing Director

Council Action Requested:

Resolution Awarding Contract for Winston-Salem Police Department Uniforms

Strategic Focus Area: Service Excellence

Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

Bids were received for the purchase of uniforms worn by the Winston-Salem Police Department (WSPD). The bid specifications required unit pricing based on estimated annual quantities for the various uniforms to determine the lowest responsive bidder and would be ordered as needed by the WSPD from the period of date of award through September 30, 2020, with the option to extend for two additional 12-month periods beginning October 1, 2020 through September 30, 2022, provided that both parties are in agreement and funds are available for this purpose. All unit prices would remain firm for the initial contract period.

Based on unit prices submitted for estimated quantities of the various uniforms D & E Distributors, Inc., dba Harrisons Workwear, located in Winston-Salem, NC, submitted the lowest unit price bid followed by American Uniform Sales, Inc., located in Fayetteville, NC and Galls, LLC, located in Lexington, KY.

It is recommended that a contract be awarded to D & E Distributors, Inc., dba Harrisons Workwear, the lowest unit price bidder meeting specifications, for the purchase of uniforms worn by WSPD to be ordered as needed from the period of date of award through September 30, 2020, in the estimated annual amount of \$225,000, with the option to extend for two additional 12-month periods beginning October 1, 2020, through September 30, 2022, provided that both parties are in agreement and funds are available for this purpose, making the total award possible \$675,000.

Committee Action:

Committee	Finance 10/14/19	Action	Approval
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For	Unanimous	Against	
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Remarks:

M/WBE COMMENT: The bid request was advertised on the City Purchasing website and notifications of this opportunity were sent weekly to all local M/WBE and regional HUB and DBE businesses. No M/WBE businesses responded with a bid proposal.

See Exhibit A for a complete list of businesses notified of the bid opportunity and the workforce demographics for D & E Distributors, Inc., dba Harrisons Workwear.