



Amendment No. 3  
to  
Contract No. NA140000164  
for  
Floor Mat Rental  
between  
Unifirst Holdings, Inc.  
DBA Unifirst Corporation  
and the  
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be September 3, 2018 through September 2, 2019. No options will remain.
- 2.0 The total contract amount is increased by \$37,557.00 by this extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term: 09/03/2014 – 09/02/2016	\$75,114.00	\$75,114.00
Amendment No. 1: Option 1 – Extension 09/03/2016 – 09/02/2017	\$37,557.00	\$112,671.00
Amendment No. 2: Option 2 – Extension 09/03/2017 – 09/20/2018	\$37,557.00	\$150,228.00
Amendment No. 3: Option 3 – Extension 09/03/2018 – 09/20/2019	\$37,557.00	\$187,785.00

- 3.0 MBE/WBE goals do not apply to this contract.
- 4.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date:

Printed Name: MIKE FERGUSON  
Authorized Representative

Unifirst Holdings, Inc.  
DBA Unifirst Corporation  
6000 Bolm Road  
Austin, Texas 78721-3631  
(512) 385-3320  
[Mike\\_Ferguson@unifirst.com](mailto:Mike_Ferguson@unifirst.com)

Sign/Date:

Cyrenthia Ellis  
Procurement Manager

City of Austin  
Purchasing Office  
124 W. 8<sup>th</sup> Street, Ste. 310  
Austin, Texas 78701



Amendment No. 2  
of  
Contract No. NA140000164  
for  
Floor Mat Rental  
Between  
Unifirst Corporation  
and the  
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be effective September 3, 2017 to September 2, 2018. One option remains.
- 2.0 The total contract amount is increased by \$37,557.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 09/03/2014 – 09/02/2016	\$75,114.00	\$75,114.00
Amendment No. 1: Option 1 09/03/2016 – 09/02/2017	\$37,557.00	\$112,671.00
Amendment No. 2: Option 2 09/03/2017 – 09/02/2018	\$37,557.00	\$150,228.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Signature: 

Printed Name: MIKE FERGUSON

Authorized Representative

Unifirst Corporation  
6000 Bolm Rd.  
Austin, TX 78721  
Mike Ferguson  
[unifirst.com/sales](http://unifirst.com/sales)  
512-385-3320

Signature: 

Linell Goodin-Brown  
Contract Management Supervisor III  
City of Austin  
Purchasing Office

*B-23-17*



Amendment No. 1  
of  
Contract No. NA140000164  
for  
Floor Mat Rental  
Between  
Unifirst Corporation  
and the  
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be effective September 3, 2016 to September 2, 2017. Two options remain.
- 2.0 The total contract amount is increased by \$37,557.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 09/03/2014 – 09/02/2016	\$75,114.00	\$75,114.00
Amendment No. 1: Option 1 09/03/2016 – 09/02/2017	\$37,557.00	\$112,671.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Signature: 

Printed Name: MIKE FERGUSON  
Authorized Representative

Unifirst Corporation  
6000 Bolm Rd.  
Austin, TX 78721

Signature: 

Linell Goodin-Brown, Contract Compliance Supervisor  
City of Austin  
Purchasing Office

8-29-16



**Financial and Administrative Service Department  
Purchasing Office**  
124 W. 8<sup>th</sup> St., Austin, Texas, 78701

September 2, 2014

Unifirst Corporation  
Attn: Mike Ferguson  
6000 Bolm Rd.  
Austin, TX 78721

Dear Mike:

The Austin City Council approved the execution of a contract with your company for Floor Mat Rental Services in accordance with the referenced solicitation.

Responsible Department:	FSD
Department Contact Person:	See Contract Exhibit A
Department Contact Email Address:	See Contract Exhibit A
Department Contact Telephone:	See Contract Exhibit A
Project Name:	n/a
Contractor Name:	Unifirst Corporation
Contract Number:	NA140000164
Contract Period:	9/3/2014 - 9/2/2016
Dollar Amount	\$75,114.00
Extension Options:	Three 12-month options
Requisition Number:	RQM 8600 14032600273
Solicitation Number:	IFB TVN1006
Agenda Item Number:	65
Council Approval Date:	8/7/2014

Thank you for your interest in doing business with the City of Austin. If you have any questions regarding this contract, please contact Terry Nicholson at 512-974-2995.

Sincerely,

Terry Nicholson  
Senior Buyer Specialist  
Purchasing Office  
Financial and Administrative Service Department

cc:

**CONTRACT BETWEEN THE CITY OF AUSTIN ("City")  
AND  
Unifirst Corporation ("Contractor")  
for  
Floor Mat Rental Services  
MA 8600 NA140000164**

The City accepts the Contractor's Offer (as referenced in Section 1.1.3 below) for the above requirement and enters into the following Contract.

This Contract is between Unifirst Corporation having offices at 6000 Bolm Rd, Austin, TX 78721 and the City, a home-rule municipality incorporated by the State of Texas, and is effective as of the date executed by the City ("Effective Date").

Capitalized terms used but not defined herein have the meanings given them in Solicitation Number IFB TVN1006.

**1.1 This Contract is composed of the following documents:**

- 1.1.1 This Contract
- 1.1.2 The City's Solicitation, Invitation for Bid (IFB), TVN1006 including all documents incorporated by reference
- 1.1.3 Unifirst Corporation Offer, dated 3/28/2014, including subsequent clarifications
- 1.1.4 Exhibit A, Location Matrix

**1.2 Order of Precedence.** Any inconsistency or conflict in the Contract documents shall be resolved by giving precedence in the following order:

- 1.2.1 This Contract
- 1.2.2 The City's Solicitation as referenced in Section 1.1.2, including all documents incorporated by reference
- 1.2.3 The Contractor's Offer as referenced in Section 1.1.3, including subsequent clarifications
- 1.2.4 Exhibit A, Location Matrix

**1.3 Quantity of Work.** There is no guaranteed quantity of work for the period of the Contract and there are no minimum order quantities. Work will be on an as needed basis as specified by the City for each Delivery Order.

**1.4 Term of Contract.** The Contract will be in effect for an initial term of twenty-four (24) months and may be extended thereafter for up to three (3) twelve (12) month extension option(s), subject to the approval of the Contractor and the City Purchasing Officer or his designee. See the Term of Contract provision in Section 0400 for additional Contract requirements.

**1.5 Compensation.** The Contractor shall be paid a total Not-to-Exceed amount of \$75,114.00 for the initial Contract term and \$37,557.00 for each extension option as indicated in the Bid Sheet, IFB Section 0600. Payment shall be made upon successful completion of services or delivery of goods as outlined in each individual Delivery Order.

This Contract (including any Exhibits) constitutes the entire agreement of the parties regarding the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings, whether written or oral, relating to such subject matter. This Contract may be altered, amended, or modified only by a written instrument signed by the duly authorized representatives of both parties.

In witness whereof, the City has caused a duly authorized representative to execute this Contract on the date set forth below.

**UNIFIRST CORPORATION**

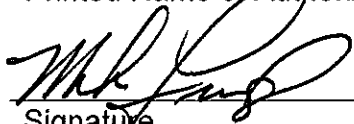
**CITY OF AUSTIN**

Mike Ferguson

Printed Name of Authorized Person

Terry V. Nicholson

Printed Name of Authorized Person



Signature



Signature

GENERAL MANAGER

Title:

Senior Buyer Specialist

Title:

9/3/14

Date:

9/2/2014

Date:

Exhibit A, Location Matrix

**ATTACHMENT 1  
DELIVERY/PICKUP LOCATIONS**

Item	Facility	Contact	Mat Size	Frequency	Site Quantity
SECTION 1.0 - AVIATION DEPARTMENT (ABIA) - Contact					
1.1	Terminal Upper level 3600 Presidential Blvd.	Karen Devane Phone: 512-530-6338 Email: Karen.Devane@austintexas.gov	6 x 8	Weekly	14
1.2	Terminal Lower level 3600 Presidential Blvd.		6 x 8	Weekly	14
1.3	Terminal Airport Police area 3600 Presidential Blvd.		6 x 8	Weekly	2
1.4	Parking Management Building 3600 Presidential Blvd.		6 x 8	Bi-weekly	1
1.5	Learning and Resource Center 2800 Spirit of Texas Dr.		6 x 8	Bi-weekly	2
1.6	Operations and Maintenance Complex 3601 Bergstrom Dr.		6 x 8	Bi-weekly	1
1.7	Planning and Engineering Building 2716 Spirit of Texas Dr.		6 x 8	Bi-weekly	2
SECTION 2.0 - PARKS AND RECREATION DEPARMENT (PARD)					
2.1	Central Maintenace - 2525 S Lakeshore Blvd	Albert Homann Phone: 512-974-9524	4 x 6	Weekly	10
		Email: Albert.Homann@austintexas.gov	3 x 4	Weekly	15
2.2	So Austin Recreation Ctr. - 1100 Cumberland	Devon Farber Phone: 512-444-6601 Devon.Farber@austintexas.gov	3 x 10	Bi-weekly	4
2.3	Pan Am Recreation Ctr. - 2100 East 3rd Street	Lucas Massie Phone: 512-476-9193	3 x 4	Bi-weekly	3
		Email: Lucas.Massie@austintexas.gov	3 x 10	Bi-weekly	1
2.4	Ditmar Recreation Ctr. - 1009 Ditmar	Clay Shelton Phone: 512-974-6091	3 x 4	Bi-weekly	3
		Email: Clay.Shelton@austintexas.gov	4 x 6	Bi-weekly	2
2.5	So Austin Sr Acty Ctr. - 3911 Manchaca	Tiffany Cabin Phone: 512-974-3903 Email: Tiffany.Cabin@austintexas.gov	4 x 6	Weekly	3
2.6	Rosewood Recreation Ctr. - 1182 Pleasant Valley	Victor Davis Phone: 512-472-6838	3 x 4	Bi-weekly	3
		Victor.Davis@austintexas.gov	4 x 6	Bi-weekly	1
2.7	Doris Miller Auditorium - 2300 Rosewood Ave	Patrick Corona Phone: 512-974-9482 Email: Patrick.Corona@austintexas.gov	3 x 4	Bi-weekly	4
2.8	McBeth Recreation Ctr. - 2401 Columbus Drive	Amy Collins Phone: 512-974-9012	3 x 4	Bi-weekly	1
		Email: Amy.Collins@austintexas.gov	4 x 6	Bi-weekly	1
2.9	Alamo Recreation Ctr. - 2100 Alamo St	Clinton Hofmeister Phone: 512-974-5682	3 x 4	Weekly	2
		Email: Clinton.Hofmeister@austintexas.gov	3 x 10	Weekly	1
2.10	Dottie Jordan Recreation Ctr. - 2803 Loyola Lane	John Harros Phone: 512926-3491	3 x 4	Weekly	4
		John.Harros@austintexas.gov	4 x 6	Weekly	1
2.11	Givens Recreation Ctr. - 3811 East 12th Street	Katie Lust Phone: 512-974-2496 Email: Katie.Lust@austintexas.gov	4 x 6	Bi-weekly	5
2.12	Hancock Recreation Ctr. - 811 East 41st Street	Benjamin Rustenhaven Phone: 512-453-7765 Email: Benjamin.Rustenhaven@austintexas.gov	3 x 4	Weekly	8
			3 x 10	Weekly	1
			3 x 4	Weekly	3
			outdoor scrapper	-	1
2.13	Northwest Recreation Ctr. - 2910 Northland Dr	Sharon Aguilar Phone: 512-974-5665 Email: Sharon.Agruilar@austintexas.gov	3 x4	Weekly	3
			4 x 6	Weekly	3



**ATTACHMENT 1  
DELIVERY/PICKUP LOCATIONS**

Item	Facility	Contact	Mat Size	Frequency	Site Quantity
2.14	Conley-Guerrero Sr Acty Ctr. - 808 Nile Street	Tiffany Cabin Phone: 512-974-3903 Email: Tiffany.Cabin@austintexas.gov	3 x 4	Weekly	3
			4 x 6	Weekly	2
2.15	Old Bakery - 1006 Congress	Amy Russell Phone: 512-477-5961 Email: Amy.Russell@austintexas.gov	3 x 4	Weekly	5
			4 x 6	Weekly	1
2.16	Senior Activity Ctr. - 2874 Shoal Crest Ave	Jerilyn Rainosek Phone: 512-474-5921 Email: Jerilyn.Rainosek@austintexas.gov	3 x 4	Weekly	3
			4 x 6	Weekly	2
2.17	Park Police. - 2500 Columbus Dr	Pat Fuller Phone: 512-978-2601 Email: Pat.Fuller@austintexas.gov	3 x 5	Weekly	3
			3 x 4	Weekly	4
2.18	Austin Nature & Science Ctr . - 301 Nature Center Dr	Kathy Maddox Phone: 512-974-3865 Email: Kathy.Maddox@austintexas.gov	4 x 6	Weekly	1
			3 x 4	Weekly	18
2.19	Splash Exhibit - 2201 Barton Spring Rd	Margaret Russell Phone: 512-974-3867 Email: Margaret.Russell@austintexas.gov	4 x 6	Weekly	1
			3 x 4	Weekly	2
2.20	Virgina L Brown - 7500 Blessing	Merv Griggin Phone: 512-974-7865 Email: Merv.Griggin@austintexas.gov	4 x 6	Weekly	4
			3 x 4	Weekly	7
			3 x 10	Weekly	3
2.21	Pickfair Community Ctr. - 10904 Pickfair Dr	Rayven Medina Phone: 512-401-8119 Email: Rayven.Medina@austintexas.gov	3 x 4	Weekly	3
2.22	PARD Main Office - 200 So Lamar	Ann Galabeas Phone: 512-974-6702 Email: Ann.Galabeas@austintexas.gov	3x4	Weekly	4
2.23	Aquatic Office - 400 Deep Eddy	Mark MacDougal Phone: 512-974-9335 Email: Mark.MacDougal@austintexas.gov	3 x 4	Weekly	3
2.24	Dougherty Arts Center-1110 Barton Springs Rd	Laura Esparza Phone: 512-974-4001 Email: Laura.Esparza@austintexas.gov	3 x 5	Monthly	8
			4 x 6	Monthly	2
2.25	PARD Athletics Office-515 South Pleasant Valley Rd	Roy Morgan Phone: 512-978-2670 Email: Roy.Morgan@austintexas.gov	3 x 5	Monthly	3
			4 x 6	Monthly	2
2.28	Mexican American Cultural Center-600 River Street	Herlinda Zamora Phone: 512-974-3771 Email: Herlinda.Zamora@austintexas.gov	3 x 5	Monthly	11
2.29	Turner Roberts Recreation Center/Turner Roberts Multi-Use Facility-7201 Colony Loop	Janet Moore Phone: 512-978-2690 Email: Janet.Moore@austintexas.gov	3 x 4	Bi-weekly	2
			3 x 5	Bi-weekly	6
			4 x 6	Bi-weekly	1
			3 x 5 (scrapper)	-	3
2.30	Austin Memorial Park Cemetery-2800 Hancock Drive	Nabil Khazei Phone: 512-978-2324 Email: Nabil.Khazei@austintexas.gov	2 x 3 (Scrapper)	Weekly	2
			3 x 5 (Scrapper)	Weekly	2
			3 x 5	Weekly	3
			3 x 10	Weekly	1
2.31	Gus Garcia Recreation Center-1201 E Ruberg Ln	Barbara Garcia Phone: 512-339-0016 Email: Barbara.Garcia@austintexas.gov	3 x 5	Monthly	6
<b>SECTION 3.0 - SMALL &amp; MINORITY BUSINESS RESOURCES (SMBR)</b>					
3.1	Main Office - 4201 Ed Bluestein Blvd.	Thomas Owens Phone: 512-974-7732 Email: Thomas.Owens@austintexas.gov	3 x 4	Weekly	2



**ATTACHMENT 1  
DELIVERY/PICKUP LOCATIONS**

Item	Facility	Contact	Mat Size	Frequency	Site Quantity
<b>SECTION 4.0 - AUSTIN WATER UTILITY (AWU)</b>					
4.1	Hornsby BMP - 2210 S. FM 973	Rosie Chavez Phone: 512-972-1950 Email: Rosie.Chavez@austintexas.gov  Backup: Ken Lockard @ 512-972-1900	3 x 4	Weekly	6
			4 x 6	Weekly	6
			3 x 5	Weekly	4
4.2	Ullrich WTP - 1000 Forest View Drive	Daisy Horton Phone: 512-972-1800 Email: Daisy.Horton@austintexas.gov  Backup: Terry Delaney @ 512-972-1834	4 x 6	Weekly	14
			4 x 6	Weekly	3
			3 x 5	Weekly	4
			4 x 6	Weekly	2
4.3	Davis WTP - 3500 W 35th. Street	Amy Padilla Phone: 512-972-1727 Email: Amy.Padilla@austintexas.gov  Backup: Richard Everton @ 512-972-1727	3 x 5	Bi-weekly	2
			3 x 5	Bi-weekly	2
			3 x 5	Bi-weekly	3
			3 x 5	Bi-weekly	1
			3 x 5	Bi-weekly	4
			3 x 5	Bi-weekly	1
			3 x 5	Bi-weekly	1
			3 x 3	Bi-weekly	2
4.4	Walnut Creek WWPT - 7113 FM 969	Joe Fabian Phone: 512-972-1443 Email: Joe.Fabian@austintexas.gov  Backup: Mike Welch @ 512-972-1448	4 x 6	Bi-weekly	4
			3 x 5	Bi-weekly	3
			3 x 5	Bi-weekly	6
4.5	WTP #4 - 6800 N FM 620	Brian Spencer Phone: 512-972-2088 Email: Brian.Spencer@austintexas.gov	3 x 8	Bi-weekly	2
			4 x 6	Bi-weekly	4
			3 x 5	Bi-weekly	6
			3 x 8	Bi-weekly	2
			4 x 6	Bi-weekly	5
			3 x 5	Bi-weekly	5

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DELIVERY/PICKUP LOCATIONS**

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2.21	Pickfair Community Ctr. - 10904 Pickfair Dr	Rayven Medina Phone: 512-401-8119 Email: Rayven.Medina@austintexas.gov	3 x 4	Weekly	3
2.22	PARD Main Office - 200 So Lamar	Ann Galabeas Phone: 512-974-6702 Email: Ann.Galabeas@austintexas.gov	3x4	Weekly	4
2.23	Aquatic Office - 400 Deep Eddy	Mark MacDougal Phone: 512-974-9335 Email: Mark.MacDougal@austintexas.gov	3 x 4	Weekly	3
2.24	Dougherty Arts Center-1110 Barton Springs Rd	Laura Esparza Phone: 512-974-4001 Email: Laura.Esparza@austintexas.gov	3 x 5	Monthly	8
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2.31	Gus Garcia Recreation Center-1201 E Ruberg Ln	Barbara Garcia Phone: 512-339-0016 Email: Barbara.Garcia@austintexas.gov	3 x 5	Monthly	6
<b>SECTION 3.0 - SMALL &amp; MINORITY BUSINESS RESOURCES (SMBR)</b>					
3.1	Main Office - 4201 Ed Bluestein Blvd.	Thomas Owens Phone: 512-974-7732 Email: Thomas.Owens@austintexas.gov	3 x 4	Weekly	2

**ATTACHMENT 1  
DELIVERY/PICKUP LOCATIONS**

Item	Facility	Contact	Mat Size	Frequency	Site Quantity
<b>SECTION 4.0 - AUSTIN WATER UTILITY (AWU)</b>					
4.1	Hornsby BMP - 2210 S. FM 973	Rosie Chavez Phone: 512-972-1950 Email: Rosie.Chavez@austintexas.gov  Backup: Ken Lockard @ 512-972-1900	3 x 4	Weekly	6
			4 x 6	Weekly	6
			3 x 5	Weekly	4
4.2	Ullrich WTP - 1000 Forest View Drive	Daisy Horton Phone: 512-972-1800 Email: Daisy.Horton@austintexas.gov  Backup: Terry Delaney @ 512-972-1834	4 x 6	Weekly	14
			4 x 6	Weekly	3
			3 x 5	Weekly	4
			4 x 6	Weekly	2
4.3	Davis WTP - 3500 W 35th. Street	Amy Padilla Phone: 512-972-1727 Email: Amy.Padilla@austintexas.gov  Backup: Richard Everton @ 512-972-1727	3 x 5	Bi-weekly	2
			3 x 5	Bi-weekly	2
			3 x 5	Bi-weekly	3
			3 x 5	Bi-weekly	1
			3 x 5	Bi-weekly	4
			3 x 5	Bi-weekly	1
			3 x 5	Bi-weekly	1
			3 x 3	Bi-weekly	2
4.4	Walnut Creek WWPT - 7113 FM 969	Joe Fabian Phone: 512-972-1443 Email: Joe.Fabian@austintexas.gov  Backup: Mike Welch @ 512-972-1448	4 x 6	Bi-weekly	4
			3 x 5	Bi-weekly	3
			3 x 5	Bi-weekly	6
4.5	WTP #4 - 6800 N FM 620	Brian Spencer Phone: 512-972-2088 Email: Brian.Spencer@austintexas.gov	3 x 8	Bi-weekly	2
			4 x 6	Bi-weekly	4
			3 x 5	Bi-weekly	6
			3 x 8	Bi-weekly	2
			4 x 6	Bi-weekly	5
			3 x 5	Bi-weekly	5



ADDENDUM  
PURCHASING OFFICE  
CITY OF AUSTIN, TEXAS

INVITATION FOR BID: TVN1006 ADDENDUM NO. 1 DATE OF ADDENDUM: March 17, 2014

This addendum is to incorporate changes to the above referenced solicitation:

**I. Clarifications:**

The closing date of the above referenced solicitation was incorrectly listed. The correct closing date & time is 2:00 PM on April 1, 2014. Bids will be accepted up to 2:00 PM on April 1, 2014.

All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, Addendum #1 is hereby incorporated and made a part of the above referenced Solicitation.

APPROVED BY:

Terry Nicholson Senior Buyer  
Purchasing Office, 512-974-2995

ACKNOWLEDGED BY:

UniFirst Corp.  
SUPPLIER

  
AUTHORIZED SIGNATURE

3/27/14  
DATE

RETURN ONE (1) COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH PROPOSAL OR PRIOR TO BID OPENING. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION OF YOUR OFFER.



## **CITY OF AUSTIN, TEXAS**

### **Purchasing Office INVITATION FOR BID (IFB)**

**SOLICITATION NO:** TVN1006

**DATE ISSUED:** MARCH 10, 2014

**REQUISITION NO.:** N/A

**COMMODITY CODE:** 98379

**FOR CONTRACTUAL AND TECHNICAL  
ISSUES CONTACT THE FOLLOWING  
AUTHORIZED CONTACT PERSON:**

**TERRY V. NICHOLSON**

Senior Buyer Specialist

**Phone:** (512) 974-2995

**E-Mail:** terry.nicholson@austintexas.gov

**COMMODITY/SERVICE DESCRIPTION:** FLOOR MAT RENTAL  
SERVICE

**PRE-BID CONFERENCE TIME AND DATE:** N/A

**LOCATION:** N/A

**BID DUE PRIOR TO:**

**BID OPENING TIME AND DATE:** 2:00 PM ON APRIL 1, 2014

**LOCATION:** MUNICIPAL BUILDING, 124 W 8<sup>th</sup> STREET  
RM 308, AUSTIN, TEXAS 78701

**LIVE BID OPENING ONLINE:**

**For information on how to attend the Bid Opening online, please select  
this link:**

<http://www.austintexas.gov/departments/bid-opening-webinars>

**When submitting a sealed Offer and/or Compliance Plan, use the address below:**

City of Austin, Purchasing Office
Municipal Building
124 W 8 <sup>th</sup> Street, Rm 308
Austin, Texas 78701
Reception Phone: (512) 974-2500

**All Offers (including Compliance Plans) that are not submitted in a sealed envelope or container will not be considered.**

The Vendor agrees, if this Offer is accepted within 120 calendar days after the Due Date, to fully comply in strict accordance with the Solicitation, specifications and provisions attached thereto for the amounts shown on the accompanying Offer.

**SUBMIT 1 ORIGINAL, \_\_\_ COPIES, AND 1 ELECTRONIC COPY OF YOUR RESPONSE**

Solicitation No. IFB TVN1006

**\*\*\*SIGNATURE FOR SUBMITTAL REQUIRED ON PAGE 3 OF THIS DOCUMENT\*\*\***

This solicitation is comprised of the following required sections. Please ensure to carefully read each section including those incorporated by reference. By signing this document, you are agreeing to all the items contained herein and will be bound to all terms.

SECTION NO.	TITLE	PAGES
0100	STANDARD PURCHASE DEFINITIONS	*
0200	STANDARD SOLICITATION INSTRUCTIONS	*
0300	STANDARD PURCHASE TERMS AND CONDITIONS	*
0400	SUPPLEMENTAL PURCHASE PROVISIONS	6
0500	SPECIFICATION	2
0600	BID SHEET – Must be completed and returned with Offer	1
ATT1	ATTACHMENT 1 – Delivery Locations	3
0605	LOCAL BUSINESS PRESENCE IDENTIFICATION FORM – Complete & return	1
0700	REFERENCE SHEET – Complete and return if required	2
0800	NON-DISCRIMINATION CERTIFICATION	*
0805	NON-SUSPENSION OR DEBARMENT CERTIFICATION	*
0810	NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING CERTIFICATION	*
0835	NONRESIDENT BIDDER PROVISIONS – Complete and return	1

**\* Documents are hereby incorporated into this Solicitation by reference, with the same force and effect as if they were incorporated in full text. The full text versions of these Sections are available, on the Internet at the following online address:**

[http://www.austintexas.gov/financeonline/vendor\\_connection/index.cfm#STANDARDBIDDOCUMENTS](http://www.austintexas.gov/financeonline/vendor_connection/index.cfm#STANDARDBIDDOCUMENTS)

**If you do not have access to the Internet, you may obtain a copy of these Sections from the City of Austin Purchasing Office located in the Municipal Building, 124 West 8<sup>th</sup> Street, Room #308 Austin, Texas 78701; phone (512) 974-2500. Please have the Solicitation number available so that the staff can select the proper documents. These documents can be mailed, expressed mailed, or faxed to you.**

**I agree to abide by the City's MBE/WBE Procurement Program Ordinance and Rules. In cases where the City has established that there are no M/WBE subcontracting goals for a solicitation, I agree that by submitting this offer my firm is completing all the work for the project and not subcontracting any portion. If any service is needed to perform the contract that my firm does not perform with its own workforce or supplies, I agree to contact the Small and Minority Business Resources Department (SMBR) at (512) 974-7600 to obtain a list of MBE and WBE firms available to perform the service and am including the completed No Goals Utilization Plan with my submittal. This form can be found Under the Standard Bid Document Tab on the Vendor Connection Website:**

[http://www.austintexas.gov/financeonline/vendor\\_connection/index.cfm#STANDARDBIDDOCUMENTS](http://www.austintexas.gov/financeonline/vendor_connection/index.cfm#STANDARDBIDDOCUMENTS)



If I am awarded the contract I agree to continue complying with the City's MBE/WBE Procurement Program Ordinance and Rules including contacting SMBR if any subcontracting is later identified.

The undersigned, by his/her signature, represents that he/she is submitting a binding offer and is authorized to bind the respondent to fully comply with the solicitation document contained herein. The Respondent, by submitting and signing below, acknowledges that he/she has received and read the entire document packet sections defined above including all documents incorporated by reference, and agrees to be bound by the terms therein.

Company Name: UNIFIRST CORPORATION

Federal Tax ID No.: [REDACTED]

Printed Name of Officer or Authorized Representative: MIKE FERGUSON

Title: GENERAL MANAGER

Signature of Officer or Authorized Representative: [Signature]

Email Address: MIKE - FERGUSON @ UNIFIRST. COM

Phone Number : 512 - 385 - 3320

\* Completed Bid Sheet, section 0600 must be submitted with this Offer sheet to be considered for award

RECEIVED  
2014 MAR 28 PM 2:16  
PURCHASING OFFICE  
CITY OF AUSTIN, TEXAS

*AMS*

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

The following Supplemental Purchasing Provisions apply to this solicitation:

1. **EXPLANATIONS OR CLARIFICATIONS:** (reference paragraph 5 in Section 0200)

All requests for explanations or clarifications must be submitted in writing to the Purchasing Office no later than 3PM, one (1) week prior to the bid opening date. Submissions may be made via email to Terry.Nicholson@austintexas.gov, or via fax at (512)974-2388.

2. **INSURANCE:** Insurance is required for this solicitation.

A. **General Requirements:** See Section 0300, Standard Purchase Terms and Conditions, paragraph 32, entitled Insurance, for general insurance requirements.

- i. The Contractor shall provide a Certificate of Insurance as verification of coverages required below to the City at the below address prior to contract execution and within 14 calendar days after written request from the City. Failure to provide the required Certificate of Insurance may subject the Offer to disqualification from consideration for award
- ii. The Contractor shall not commence work until the required insurance is obtained and until such insurance has been reviewed by the City. Approval of insurance by the City shall not relieve or decrease the liability of the Contractor hereunder and shall not be construed to be a limitation of liability on the part of the Contractor.
- iii. The Contractor must also forward a Certificate of Insurance to the City whenever a previously identified policy period has expired, or an extension option or holdover period is exercised, as verification of continuing coverage.
- iv. The Certificate of Insurance, and updates, shall be mailed to the following address:

City of Austin Purchasing Office  
P. O. Box 1088  
Austin, Texas 78767

B. **Specific Coverage Requirements:** The Contractor shall at a minimum carry insurance in the types and amounts indicated below for the duration of the Contract, including extension options and hold over periods, and during any warranty period. These insurance coverages are required minimums and are not intended to limit the responsibility or liability of the Contractor.

- i. **Worker's Compensation and Employers' Liability Insurance:** Coverage shall be consistent with statutory benefits outlined in the Texas Worker's Compensation Act (Section 401). The minimum policy limits for Employer's Liability are \$100,000 bodily injury each accident, \$500,000 bodily injury by disease policy limit and \$100,000 bodily injury by disease each employee.
  - (1) The Contractor's policy shall apply to the State of Texas and include these endorsements in favor of the City of Austin:
    - (a) Waiver of Subrogation, Form WC420304, or equivalent coverage
    - (b) Thirty (30) days Notice of Cancellation, Form WC420601, or equivalent coverage
- ii. **Commercial General Liability Insurance:** The minimum bodily injury and property damage per occurrence are \$500,000 for coverages A (Bodily Injury and Property Damage) and B (Personal and Advertising Injury).
  - (1) The policy shall contain the following provisions:
    - (a) Contractual liability coverage for liability assumed under the Contract and all other Contracts related to the project.
    - (b) Contractor/Subcontracted Work.
    - (c) Products/Completed Operations Liability for the duration of the warranty period.
    - (d) If the project involves digging or drilling provisions must be included that provide Explosion, Collapse, and/or Underground Coverage.
  - (2) The policy shall also include these endorsements in favor of the City of Austin:
    - (a) Waiver of Subrogation, Endorsement CG 2404, or equivalent coverage

**CITY OF AUSTIN  
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SUPPLEMENTAL PURCHASE PROVISIONS**

- (b) Thirty (30) days Notice of Cancellation, Endorsement CG 0205, or equivalent coverage
      - (c) The City of Austin listed as an additional insured, Endorsement CG 2010, or equivalent coverage
    - iii. **Business Automobile Liability Insurance:** The Contractor shall provide coverage for all owned, non-owned and hired vehicles with a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. Alternate acceptable limits are \$250,000 bodily injury per person, \$500,000 bodily injury per occurrence and at least \$100,000 property damage liability per accident.
      - (1) The policy shall include these endorsements in favor of the City of Austin:
        - (a) Waiver of Subrogation, Endorsement CA0444, or equivalent coverage
        - (b) Thirty (30) days Notice of Cancellation, Endorsement CA0244, or equivalent coverage
        - (c) The City of Austin listed as an additional insured, Endorsement CA2048, or equivalent coverage.
  - C. **Endorsements:** The specific insurance coverage endorsements specified above, or their equivalents must be provided. In the event that endorsements, which are the equivalent of the required coverage, are proposed to be substituted for the required coverage, copies of the equivalent endorsements must be provided for the City's review and approval.
3. **TERM OF CONTRACT:**
- A. The Contract shall be in effect for an initial term of 24-months and may be extended thereafter for up to THREE (3) additional 12-month periods, subject to the approval of the Contractor and the City Purchasing Officer or his designee.
  - B. Upon expiration of the initial term or period of extension, the Contractor agrees to hold over under the terms and conditions of this agreement for such a period of time as is reasonably necessary to re-solicit and/or complete the project (not to exceed 120 days unless mutually agreed on in writing).
  - C. Upon written notice to the Contractor from the City's Purchasing Officer or his designee and acceptance of the Contractor, the term of this contract shall be extended on the same terms and conditions for an additional period as indicated in paragraph A above.
  - D. Prices are firm and fixed for the first TWELVE months. Thereafter, price changes are subject to the Economic Price Adjustment provisions of this Contract.
4. **QUANTITIES:** The quantities listed herein are estimates for the period of the Contract. The City reserves the right to purchase more or less of these quantities as may be required during the Contract term. Quantities will be as needed and specified by the City for each order. Unless specified in the solicitation, there are no minimum order quantities.
- The City of Austin reserves the right to add additional quantities and locations as required throughout the term of the contract.
5. **DELIVERY REQUIREMENTS:** See Attachment 1
- A. The Contractor shall provide, with each delivery, a Shipping or Delivery Ticket showing the description of each item, quantity, and unit price. All delivery tickets MUST be signed by a City of Austin employee/

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

6. **INVOICES and PAYMENT:** (reference paragraphs 12 and 13 in Section 0300)
- A. Invoices shall contain a unique invoice number and the information required in Section 0300, paragraph 12, entitled "Invoices." Invoices received without all required information cannot be processed and will be returned to the vendor.
  - B. The Contractor agrees to accept payment by either credit card, check or Electronic Funds Transfer (EFT) for all goods and/or services provided under the Contract. The Contractor shall factor the cost of processing credit card payments into the Offer. There shall be no additional charges, surcharges, or penalties to the City for payments made by credit card.
7. **SAMPLES – REPRESENTATIVE:**
- A. The Offeror shall submit a representative sample of the goods to be provided per specification (Document 0500). This sample shall be provided within FIFTEEN (15) working days after request by the City. At a minimum, the representative sample shall reflect the specifications listed in Section 0500, paragraph 7.0 (Special Requirements).
  - B. The Offeror must also submit with the sample a statement from the manufacturer that guarantees the goods will be manufactured in accordance with the City specifications and that delivery requirements will be met. Failure to do so may subject the Offer to disqualification from consideration for award.
  - C. All products provided to the City under this solicitation will be evaluated or tested and must meet all requirements of the specification, regardless of whether or not all requirements are to be evaluated or tested.
  - D. Samples will be provided at no cost to the City, will be retained by the City, and may be used in assuring compliance with materials specifications after award. Failure to supply samples when requested shall subject the Offer to disqualification from consideration for award.
8. **NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING:**
- A. On November 10, 2011, the Austin City Council adopted Ordinance No. 20111110-052 amending Chapter 2.7, Article 6 of the City Code relating to Anti-Lobbying and Procurement. The policy defined in this Code applies to Solicitations for goods and/or services requiring City Council approval under City Charter Article VII, Section 15 (Purchase Procedures). During the No-Contact Period, Offerors or potential Offerors are prohibited from making a representation to anyone other than the Authorized Contact Person in the Solicitation as the contact for questions and comments regarding the Solicitation.
  - B. If during the No-Contact Period an Offeror makes a representation to anyone other than the Authorized Contact Person for the Solicitation, the Offeror's Offer is disqualified from further consideration except as permitted in the Ordinance.
  - C. If an Offeror has been disqualified under this article more than two times in a sixty (60) month period, the Purchasing Officer shall debar the Offeror from doing business with the City for a period not to exceed three (3) years, provided the Offeror is given written notice and a hearing in advance of the debarment.
  - D. The City requires Offerors submitting Offers on this Solicitation to provide a signed Section 0810, Non-Collusion, Non-Conflict of Interest, and Anti-Lobbying Affidavit, certifying that the Offeror has not in any way directly or indirectly made representations to anyone other than the Authorized Contact Person during the No-Contact Period as defined in the Ordinance. The text of the City Ordinance is posted on the Internet at: <http://www.ci.austin.tx.us/edims/document.cfm?id=161145>
9. **ECONOMIC PRICE ADJUSTMENT:**

**CITY OF AUSTIN  
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- A. **Price Adjustments:** Prices shown in this Contract shall remain firm for the first 12-months of the Contract. After that, in recognition of the potential for fluctuation of the Contractor's cost, a price adjustment (increase or decrease) may be requested by either the City or the Contractor on the anniversary date of the Contract or as may otherwise be specified herein. The percentage change between the contract price and the requested price shall not exceed the percentage change between the specified index in effect on the date the solicitation closed and the most recent, non-preliminary data at the time the price adjustment is requested. The requested price adjustment shall not exceed TEN percent (10%) for any single line item and in no event shall the total amount of the contract be automatically adjusted as a result of the change in one or more line items made pursuant to this provision. Prices for products or services unaffected by verifiable cost trends shall not be subject to adjustment.
- B. **Effective Date:** Approved price adjustments will go into effect on the first day of the upcoming renewal period or anniversary date of contract award and remain in effect until contract expiration unless changed by subsequent amendment.
- C. **Adjustments:** A request for price adjustment must be made in writing and submitted to the other Party prior to the yearly anniversary date of the Contract; adjustments may only be considered at that time unless otherwise specified herein. Requested adjustments must be solely for the purpose of accommodating changes in the Contractor's direct costs. Contractor shall provide an updated price listing once agreed to adjustment(s) have been approved by the parties.
- D. **Indexes:** In most cases an index from the Bureau of Labor Standards (BLS) will be utilized; however, if there is more appropriate, industry recognized standard then that index may be selected.
- i. The following definitions apply:
- (1) **Base Period:** Month and year of the original contracted price (the solicitation close date).
  - (2) **Base Price:** Initial price quoted, proposed and/or contracted per unit of measure.
  - (3) **Adjusted Price:** Base Price after it has been adjusted in accordance with the applicable index change and instructions provided.
  - (4) **Change Factor:** The multiplier utilized to adjust the Base Price to the Adjusted Price.
  - (5) **Weight %:** The percent of the Base Price subject to adjustment based on an index change.
- ii. **Adjustment-Request Review:** Each adjustment-request received will be reviewed and compared to changes in the index(es) identified below. Where applicable:
- (1) Utilize final Compilation data instead of Preliminary data
  - (2) If the referenced index is no longer available shift up to the next higher category index.
- iii. **Index Identification:** Complete table as they may apply. For multiple indexes copy the table below. Update each table with the correct information and delete these instructions.

Weight % or \$ of Base Price: Contract Amount	
Database Name: Employment Cost Index	
Series ID: CIU2016100000000A	
<input checked="checked" type="checkbox"/> Not Seasonally Adjusted	<input type="checkbox"/> Seasonally Adjusted
Geographical Area: N/A	
Description of Series ID: Total Compensation, Private Industry, Education Services	
This Index shall apply to the following items of the Bid Sheet / Cost Proposal: ALL	

- E. **Calculation:** Select the applicable method below (Single, Portion or Composite) and remove the others and these instructions. Price adjustment will be calculated as follows:

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

**Single Index:** Adjust the Base Price by the same factor calculated for the index change.

Index at time of calculation
Divided by index on solicitation close date
Equals Change Factor
Multiplied by the Base Rate
Equals the Adjusted Price

**Adjustment of a Portion of the Base Price:** A portion of the Base Price changes such that only part of the price is adjusted, while the balance of the Base Price remains fixed. The portion of the Base Price subject to adjustment is defined in D iii. above.

Index at time of calculation
Divided by index on solicitation close date
Equals change factor
Multiply the Base Price by the portion of Base Price subject to change = weighted portion
Multiply the weighted portion times the change factor
Equals the Adjusted Price for the portion of the Base Price subject to the Index change
Add the portion of the Base Price not subject to adjustment
Equals the Adjusted Price

**Composite Indexes:** Based on one or more weighted indexes reflecting pricing elements of a good or service. The weighted percentage for each index is defined in D iii. above.

For Each Index: Index at the time of calculation
Divided by each Index on solicitation close date
Equals change factor for each index
Multiply each Base Price of relevant line items by the percentage of price attributed to each index = weighted price
Multiply weighted price by change factor for each index
Equals the Adjusted Price for the portion of the Base Price subject to each Index
Add all adjusted prices for each item together
Equals Adjusted Price for each item

F. If the requested adjustment is not supported by the referenced index, the City, as its sole discretion, may consider approving an adjustment on fully documented market increases.

10. **INTERLOCAL PURCHASING AGREEMENTS:** (applicable to competitively procured goods/services contracts).

A. The City has entered into Interlocal Purchasing Agreements with other governmental entities, pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code. The Contractor agrees to offer the same prices and terms and conditions to other eligible governmental

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

agencies that have an interlocal agreement with the City.

- B. The City does not accept any responsibility or liability for the purchases by other governmental agencies through an interlocal cooperative agreement.



**Section 0605: Local Business Presence Identification**

A firm (Offeror or Subcontractor) is considered to have a Local Business Presence if the firm is headquartered in the Austin Corporate City Limits, or has a branch office located in the Austin Corporate City Limits in operation for the last five (5) years. The City defines headquarters as the administrative center where most of the important functions and full responsibility for managing and coordinating the business activities of the firm are located. The City defines branch office as a smaller, remotely located office that is separate from a firm's headquarters that offers the services requested and required under this solicitation.

**OFFEROR MUST SUBMIT THE FOLLOWING INFORMATION FOR EACH LOCAL BUSINESS (INCLUDING THE OFFEROR, IF APPLICABLE) TO BE CONSIDERED FOR LOCAL PRESENCE.**

NOTE: ALL FIRMS MUST BE IDENTIFIED ON THE MBE/WBE COMPLIANCE PLAN OR NO GOALS UTILIZATION PLAN.

**\*USE ADDITIONAL PAGES AS NECESSARY\***

**OFFEROR:**

Name of Local Firm	UNIFIRST CORPORATION					
Physical Address	6000 Bolm RD AUSTIN, TX 78721					
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

PLANT.

**SUBCONTRACTOR(S):**

N/A

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

**SUBCONTRACTOR(S):**

Name of Local Firm	N/A					
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

**Section 0700: Reference Sheet**

Please include the following information if required in solicitation:

Responding Company Name UNIFIRST CORPORATION

1. Company's Name CITY OF AUSTIN - MATS - NA080000115  
Name and Title of Contact SAI XOOMSIA - SENIOR BUYER  
Present Address 124 W. 8TH ST. Rm 310  
City, State, Zip Code AUSTIN, TX 78701  
Telephone Number (512) 974-2995 Fax Number ( ) N/A  
Email Address SAI.XOOMSAI@AUSTINTEXAS.GOV

2. Company's Name CITY OF AUSTIN - NA130000062  
Name and Title of Contact SAI XOOMSIA - SENIOR BUYER  
Present Address 124 W. 8TH ST. Rm 310  
City, State, Zip Code AUSTIN, TX 78701  
Telephone Number (512) 974-2995 Fax Number ( ) N/A  
Email Address SAI.XOOMSAI@AUSTINTEXAS.GOV

3. Company's Name HENNA CHEVROLET  
Name and Title of Contact EDDY WALLACE - SERVICE DIRECTOR  
Present Address 8805 N. IH 35  
City, State, Zip Code AUSTIN, TX 78753  
Telephone Number (512) 491-4489 Fax Number ( )  
Email Address EDDY-WALLACE@HENNA.COM

4. Company's Name LAKE TRAVIS ISD  
Name and Title of Contact ED WOOTEN - DIRECTOR PURCHASING  
Present Address 3332 R.R 620 SOUTH  
City, State, Zip Code AUSTIN, TX 78738  
Telephone Number (512) 533-6028 Fax Number (\_\_\_\_)  
Email Address WOOTENE@LTISDSCHOOLS.ORG

5. Company's Name TTMI - CAPITAL METRO  
Name and Title of Contact STEPHEN KEIPER - GENERAL MANAGER  
Present Address 2910 E. 5TH ST. SUITE 1-B  
City, State, Zip Code AUSTIN, TX 78702  
Telephone Number (512) 389-7409 Fax Number (\_\_\_\_)  
Email Address SKEIPER@MCDONALDTRANSIT.COM

**Section 0835: Non-Resident Bidder Provisions**

Company Name UNIFIRST CORPORATION

- A. Bidder must answer the following questions in accordance with Vernon's Texas Statutes and Codes Annotated Government Code 2252.002, as amended:

Is the Bidder that is making and submitting this Bid a "Resident Bidder" or a "non-resident Bidder"?

Answer: RESIDENT BIDDER

- (1) Texas Resident Bidder- A Bidder whose principle place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.  
(2) Nonresident Bidder- A Bidder who is not a Texas Resident Bidder.

- B. If the Bidder is a "Nonresident Bidder" does the state, in which the Nonresident Bidder's principal place of business is located, have a law requiring a Nonresident Bidder of that state to bid a certain amount or percentage under the Bid of a Resident Bidder of that state in order for the nonresident Bidder of that state to be awarded a Contract on such bid in said state?

Answer: \_\_\_\_\_ Which State: \_\_\_\_\_

- C. If the answer to Question B is "yes", then what amount or percentage must a Texas Resident Bidder bid under the bid price of a Resident Bidder of that state in order to be awarded a Contract on such bid in said state?

Answer: \_\_\_\_\_

**CITY OF AUSTIN  
PURCHASING OFFICE  
SOLICITATION NO. IFB TVN1006  
PURCHASE SPECIFICATION**

**1.0 SCOPE AND CLASSIFICATION:**

**1.1 Scope**

This specification covers the rental of walk-off floor mats for the Aviation Department (ABIA), Parks and Recreation Department (PARC), Small & Minority Business Resources Office (SMBRO) and the Austin Water Utility (AWU).

**1.2 Classification**

The floor mats are to be placed at specified entrance and/or exit locations to help reduce the tracking of dirt into the buildings. The required locations are listed on the attached bid sheet.

**2.0 APPLICABLE SPECIFICATION:** Floor mats shall be Kex Accent, Kleen-Tex, or buyer approved equal. The size of the mats is specified in Section 5.0, Measurement Requirements.

**3.0 FUNCTIONAL REQUIREMENTS:**

- 3.1 The floor mats shall be new for initial delivery; there after each delivery the floor mats shall be fairly new. Old or faded mats are unacceptable and shall be replaced at the Contractors expense if needed.
- 3.2 The floor mats are to be serviced in such a manner as to allow them to lie flat on the floor(s) and cause neither pedestrian tripping nor impediment to doors opening.

**4.0 SERVICE REQUIREMENTS:**

- 4.1 Depending on location, floor mats shall be picked up and replaced with clean mats once each week, once every two weeks, or as specified on the bid sheet.
- 4.2 There will be no inventory charge to the City for storing the floor mats not being used during the term of the contract.
- 4.3 Pickup and delivery days and times will be coordinated with the using departments. Delivery days will be scheduled on any day, Monday through Friday, as coordinated by the departments. Pickup and deliveries may increase during inclement weather. This shall be at the discretion of the Contract Manager for each location, in these cases charges to be applied shall be equal to the weekly charge as listed on the bid sheet.
- 4.4 Vendor shall provide a schedule for service for Contract Manager's review/approval. The Contract Manager may require schedule changes and will give final approval for schedule.

**5.0 MEASUREMENT REQUIREMENTS:** The following sizes, (in various quantities and colors) will be required to fulfill the needs of this solicitation:

- 5.1 3' x 4'
- 5.2 3' x 5'
- 5.3 4' x 6'
- 5.4 3' x 10'
- 5.5 4' x 10'
- 5.6 6' x 8'
- 5.7 Outdoor Strapper (for golf courses)

**6.0 COLOR REQUIREMENTS:** Standard colors: shall be red, royal blue, charcoal, light brown and dark brown.

**CITY OF AUSTIN  
PURCHASING OFFICE  
SOLICITATION NO. IFB TVN1006  
PURCHASE SPECIFICATION**

- 7.0 **SPECIAL REQUIREMENTS:** The following are requirements that are specifically for the Austin-Bergstrom International Airport floor mats.
- 7.1 The floor mats shall be for the Barbara Jordan Terminal, which has two levels with entrance locations:
- 7.1.1 Baggage Claim Level: lower level which stretches from east to west of the lower level of the terminal.
- 7.1.2 Concourse Level: upper level, screening floor which stretches from east to west upper level of the terminal
- 7.2 Material Requirements:
- 7.2.1 The face weight shall be a minimum 20 ounces.
- 7.2.2 Floor mats must be made of Nitrile Rubber to prevent mat from moving.
- 7.2.3 The Tensile strength of a mat shall be a minimum 1,500 pounds.
- 7.2.4 The top outside of the mat shall be reinforced with an extra edge strip. Minimum width of edge strip shall be ½" to ¾" Maximum, "0.52" thickness.
- 7.2.5 Vendor shall provide a sample of a 6' x 8' mat within 15 working days of request. The Contract Manager reserves the right to request changes/revisions, at no additional cost to the City. Contract Manager must give final approval of floor mat before production begins.
- 7.2.6 Floor mat logo shall be custom-made according to the design guidelines, per manufacturer.
- 7.2.7 Colors shall be gray background, blue logo/blue and white ABIA logo no text according to standards, for a total three (3) colors on each floor mat.
- 7.2.8 Graphics design shall be provided electronically to Vendor upon award of contract.
- 7.2.9 Mats must not contain dioctyl phthalate.
- 7.2.10 The back of the mats shall have cleated grippers with a picture frame around the outside of the cleated grippers. Cleats shall be a minimum of 0.2188 inches in height.
- 7.3 The City of Austin reserves the right to add other or additional custom mats using the requirements listed in section 7.0 as prescribed by other departments listed in this specification.

ATTACHMENT 1  
DELIVERY/PICKUP LOCATIONS

Item	Facility	Mat Size	Frequency	Site Quantity
<b>SECTION 1.0 - AVIATION DEPARTMENT (ABIA)</b>				
1.1	Terminal Upper level 3600 Presidential Blvd.	6 x 8	Weekly	14
1.2	Terminal Lower level 3600 Presidential Blvd.	6 x 8	Weekly	14
1.3	Terminal Airport Police area 3600 Presidential Blvd.	6 x 8	Weekly	2
1.4	Parking Management Building 3600 Presidential Blvd.	6 x 8	Bi-weekly	1
1.5	Learning and Resource Center 2800 Spirit of Texas Dr.	6 x 8	Bi-weekly	2
1.6	Operations and Maintenance Complex 3601 Bergstrom Dr.	6 x 8	Bi-weekly	1
1.7	Planning and Engineering Building 2716 Spirit of Texas Dr.	6 x 8	Bi-weekly	2
<b>SECTION 2.0 - PARKS AND RECREATION DEPARMENT (PARD)</b>				
2.1	Central Maintenance - 2525 S Lakeshore Blvd	4 x 6	Weekly	10
		3 x 4	Weekly	15
2.2	So Austin Recreation Ctr. - 1100 Cumberland	3 x 10	Bi-weekly	4
2.3	Pan Am Recreation Ctr. - 2100 East 3rd Street	3 x 4	Bi-weekly	3
		3 x 10	Bi-weekly	1
2.4	Ditmar Recreation Ctr. - 1009 Ditmar	3 x 4	Bi-weekly	3
		4 x 6	Bi-weekly	2
2.5	So Austin Sr Acty Ctr. - 3911 Manchaca	4 x 6	Weekly	3
2.6	Rosewood Recreation Ctr. - 1182 Pleasant Valley	3 x 4	Bi-weekly	3
		4 x 6	Bi-weekly	1
2.7	Doris Miller Auditorium - 2300 Rosewood Ave	3 x 4	Bi-weekly	4
2.8	McBeth Recreation Ctr. - 2401 Columbus Drive	3 x 4	Bi-weekly	1
		4 x 6	Bi-weekly	1
2.9	Alamo Recreation Ctr. - 2100 Alamo St	3 x 4	Weekly	2
		3 x 10	Weekly	1
2.10	Dottie Jordan Recreation Ctr. - 2803 Loyola Lane	3 x 4	Weekly	4
		4 x 6	Weekly	1
2.11	Givens Recreation Ctr. - 3811 East 12th Street	4 x 6	Bi-weekly	5
2.12	Hancock Recreation Ctr. - 811 East 41st Street	3 x 4	Weekly	8
		3 x 10	Weekly	1
		3 x 4	Weekly	3
		outdoor scrapper	-	1
2.13	Northwest Recreation Ctr. - 2910 Northland Dr	3 x 4	Weekly	3
		4 x 6	Weekly	3



**ATTACHMENT 1  
DELIVERY/PICKUP LOCATIONS**

Item	Facility	Mat Size	Frequency	Site Quantity
2.14	Conley-Guerrero Sr Acty Ctr. - 808 Nile Street	3 x 4	Weekly	3
		4 x 6	Weekly	2
2.15	Old Bakery - 1006 Congress	3 x 4	Weekly	5
		4 x 6	Weekly	1
2.16	Senior Activity Ctr. - 2874 Shoal Crest Ave	3 x 4	Weekly	3
		4 x 6	Weekly	2
2.17	Park Police. - 2500 Columbus Dr	3 x 5	Weekly	3
		3 x 4	Weekly	4
2.18	Austin Nature & Science Ctr. - 301 Nature Center Dr	4 x 6	Weekly	1
		3 x 4	Weekly	18
2.19	Splash Exhibit - 2201 Barton Spring Rd	4 x 6	Weekly	1
		3 x 4	Weekly	2
2.20	Virgina L Brown - 7500 Blessing	4 x 6	Weekly	4
		3 x 4	Weekly	7
		3 x 10	Weekly	3
2.21	Pickfair Community Ctr. - 10904 Pickfair Dr	3 x 4	Weekly	3
2.22	PARD Main Office - 200 So Lamar	3x4	Weekly	4
2.23	Aquatic Office - 400 Deep Eddy	3 x 4	Weekly	3
<b>SECTION 3.0 - SMALL &amp; MINORITY BUSINESS RESOURCES (SMBR)</b>				
3.1	Main Office - 4201 Ed Bluestein Blvd.	4 x 6	Weekly	2
<b>SECTION 4.0 - AUSTIN WATER UTILITY (AWU)</b>				
4.1	Hornsby BMP - 2210 S. FM 973	3 x 4	Weekly	6
		4 x 6	Weekly	6
		3 x 5	Weekly	4
4.2	Ullrich WTP - 1000 Forest View Drive	4 x 6	Weekly	14
		4 x 6	Weekly	3
		3 x 5	Weekly	4
		4 x 6	Weekly	2

ATTACHMENT 1  
DELIVERY/PICKUP LOCATIONS

Item	Facility	Mat Size	Frequency	Site Quantity
4.3	Davis WTP - 3500 W 35th. Street	3 x 5	Bi-weekly	2
		3 x 5	Bi-weekly	2
		3 x 5	Bi-weekly	3
		3 x 5	Bi-weekly	1
		3 x 5	Bi-weekly	4
		3 x 5	Bi-weekly	1
		3 x 5	Bi-weekly	1
		3 x 5	Bi-weekly	1
		3 x 3	Bi-weekly	2
4.4	Walnut Creek WWPT - 7113 FM 969	4 x 6	Bi-weekly	4
		3 x 5	Bi-weekly	3
		3 x 5	Bi-weekly	6
4.5	WTP #4 - 6800 N FM 620	3 x 8	Bi-weekly	2
		4 x 6	Bi-weekly	4
		3 x 5	Bi-weekly	6
		3 x 8	Bi-weekly	2
		4 x 6	Bi-weekly	5
		3 x 5	Bi-weekly	5

**BID SHEET  
CITY OF AUSTIN  
FLOOR MAT SERVICES**

**BID NO. IFB TVN1006**

**DATE: MARCH 10, 2014**

**BUYER: TERRY NICHOLSON**

**Copies of Bid: Vendor must submit two copies of its signed bid - one original and one copy.**

**Special Instructions: Be advised that exceptions taken to any portion of the solicitations may jeopardize acceptance of the bid.**

ITEM	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	EXTENDED PRICE
1	3' X 4' Floor Mat	107	EA	2.25	240.75
2	3' X 5' Floor Mat	46	EA	2.25	103.50
3	4' X 6' Floor Mat	81	EA	3.50	283.50
4	3' X 10' Floor Mat	10	EA	4.25	42.50
5	6' X 8' Floor Mat	36	EA	5.00	180.00
6	Outdoor Scraper	1	EA	1.85	1.85
				<b>TOTAL BID</b>	<b>\$ 852.10 -</b>

**SECTION B: ADDITIONAL SIZES** (For information purposes only. Not to be used for evaluation purposes)

ITEM	ITEM DESCRIPTION	UNIT	UNIT PRICE
1	2' X 3' Floor Mat	EA	2.10
2	4' X 10' Floor Mat	EA	4.75

COMPANY NAME: UNIFIRST CORPORATION

SIGNATURE OF AUTHORIZED REPRESENTATIVE: 

PRINTED NAME: MIKE FERGUSON

EMAIL ADDRESS: MIKE - FERGUSON @ UNIFIRST . com