



AGENDA

MOBILE CITY COUNCIL MEETING

Tuesday, September 15, 2020, 10:30 AM

1. CALL TO ORDER

2. INVOCATION

Pastor Rebekah Abel Lamar, Government Street Presbyterian Church

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. STATEMENT OF RULES BY COUNCIL PRESIDENT

6. APPROVAL OF MINUTES

September 8, 2020

7. COMMUNICATIONS FROM THE MAYOR

8. ADOPTION OF THE AGENDA

9. APPEALS

Request of Sheila Prowell, 6250 Fontaine Drive, for a waiver of the Noise Ordinance on September 19, 2020, from 4:00-10:00 p.m. (District 7).

Request of Emily Naron, Ultimate Audio Fabrication, 3404 Moffett Road, Suite 1, for a waiver of the Noise Ordinance on October 2, 2020, from 6:00-9:00 p.m. (District 1).

10. PUBLIC HEARINGS

Public hearing to declare the structure at 408 Schwarz Street a public nuisance and order it demolished (District 1).

Public hearing to declare the structure at 1914 Nerline Lane a public nuisance and order it demolished (District 1).

Public hearing to declare the structure at 1606 Katye Street a public nuisance and order it demolished (District 1).

Public hearing to declare the structure at 2765 College Street a public nuisance and order it demolished (District 1).

Public hearing to declare the structure at 355 Regina Avenue a public nuisance and order it demolished (District 2).

Public hearing to declare the structure at 313 Lincoln Boulevard a public nuisance and order it demolished (District 7).

Public hearing to consider the revocation of the business license of Deep Water Marketing, LLC, for houses located at 259, 261 and 263 South Broad Street (District 2).

Public hearing to rezone property located on the south side of Tennessee Street, 200' + east of South Scott Street, from R-2 to B-2 (District 3).

11. PRESENTATION OF PETITIONS AND OTHER COMMUNICATIONS TO THE COUNCIL

ESSENTIAL/COVID 19 ITEMS HELD OVER

09-661 Approve the 2020-2021 General Fund, Capital Improvement Fund & Convention Center Fund budgets (sponsored by Mayor Stimpson).

08-663 Approve purchase order to Office Equipment Company of Mobile Inc. for furniture for Convention Center, \$54,989.22 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

09-664 Re-allocate \$200,000.00 from the Cruise Terminal FY'20 Operating account-Security to Public Facility Improvement Capital Project (C0019) for Parking Deck Structural Repairs (sponsored by Mayor Stimpson) (submitted by Kimberly Harden, Architectural Engineering Department)

21-665 Authorize contract with C. Thornton, Inc. for sidewalks along Old Shell Road between University Boulevard & Parkway Dr. West, \$323,759.00 (sponsored by Councilmember Gregory) (submitted by Jennifer White, Traffic Engineering Department).

23-666 Accept deed for the donation of land along Three Mile Creek and Gordon Smith Center Drive for the Three Mile Creek Greenway Trail (sponsored by Mayor Stimpson & Councilmember Richardson) (submitted by Michelle Melton, REAM).

ESSENTIAL/COVID 19 ITEMS

57-029 Ordinance to establish procedures and policies for the vacation of any street, alley, or dedicated public right of way (sponsored by Councilmember Richardson & Daves) (submitted by Christopher Arledge, Council Attorney).

64-030 Ordinance to rezone property located on the south side of Tennessee Street, 200' + east of South Scott Street, from R-2 to B-2 (District 3).

08-672 Approve purchase order to CL Dews & Sons Foundry & Machinery Co. for manhole covers, \$18,736.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

08-673 Approve purchase order to Calagaz Photo Supply Inc. for 8 cameras for the Police Department, \$23,975.60 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

08-674 Approve purchase order to Reel-Scout Inc. for Film Office management software, \$31,980.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

08-675 Approve purchase order to Federal Resources Supply Company for one bomb suit for the Police Department, \$36,850.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

08-676 Approve purchase order to UJ Chevrolet Co. Inc. for two 15 passenger vans for the Motor Pool, \$57,384.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

08-677 Approve purchase order to Masimo Americas Inc. for warranty protection for 52 RAD-57 Oximeters, \$36,244.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

21-678 Authorize contract with Cintas Corporation No. 2 for Uniform and Supply Rental Services - various departments, \$12,000 per month (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

37-679 Recommend approval to the ABC Board for issuance of a Retail Beer/Table Wine (Off Premises Only) license for Moffett 1, 4126 Moffett Road, Suite C (sponsored by Councilmember Richardson).

37-680 Recommend approval to the ABC Board for issuance of a Retail Beer/Table Wine (Off Premises Only) license for Moffett 2, 3365 Moffett Road, Suite C (sponsored by Councilmember Richardson).

37-681 Recommend approval to the ABC Board for issuance of a Restaurant Retail Liquor license for Rock N Roll Sushi, 273 S. McGregor Ave. (sponsored by Councilmember Daves).

37-682 Recommend approval to the ABC Board for issuance of a Restaurant Retail license for Biryani Pot, 758 Downtowner Boulevard (sponsored by Councilmember Daves).

37-683 Recommend approval to the ABC Board for issuance of a Restaurant Retail Liquor license for Brick and Spoon, 7765 Airport Blvd., Suite 120

(sponsored by Councilmember Rich).

40-684 Declare the structure at 408 Schwarz Street a public nuisance and order it demolished (sponsored by Councilmember Richardson).

40-685 Declare the structure at 1914 Nerline Lane a public nuisance and order it demolished (sponsored by Councilmember Richardson).

40-686 Declare the structure at 1606 Katye Street a public nuisance and order it demolished (sponsored by Councilmember Richardson).

40-687 Declare the structure at 2765 College Street a public nuisance and order it demolished (sponsored by Councilmember Richardson).

40-688 Declare the structure at 355 Regina Avenue a public nuisance and order it demolished (sponsored by Councilmember Manzie).

40-689 Declare the structure at 313 Lincoln Boulevard a public nuisance and order it demolished (sponsored by Councilmember Gregory).

60-690 Determine an appropriation to the Windmill Place Subdivision Homeowners Association, Inc. serves a public purpose and approve payment, \$3,100.00 (sponsored by Councilmember Rich) (submitted by Rebecca Christian, Accounting Department).

37-691 Recommend approval to the ABC Board for issuance of a Lounge Retail Liquor Class II (Package Store) license for Downtown Liquorz Beer and Wine, 7 N. Broad Street (sponsored by Councilmember Manzie).

08-692 Authorize a purchase order to CDW Government LLC for 1,750 subscriptions for Microsoft Office 365 & product service agreement, \$134,855.00 (sponsored by Mayor Stimpson) (submitted by John Paine, Purchasing Department).

12. CALL FOR PUBLIC HEARINGS

41-693 Call for public hearing to rezone property located at east terminus of Blue Ridge Boulevard, extending to the west terminus of Old Dobbin Drive North, the west terminus of Harness Way, the north terminus of Creekline Drive and the north terminus of Valleydale Drive from R-1, R-2, and B-1 to R-1 (scheduled for October 13, 2020) (District 6).

13. ANNOUNCEMENTS



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment

REDUCE

INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

No Attachments Available

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 -
11:12 AM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment

REDUCE

INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

No Attachments Available

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 - 2:00
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 -
11:09 AM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 -
11:10 AM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 408 Schwarz Street - ME-226-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:47 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Property a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 1914 Nerline Lane - ME-168-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:48 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 1606 Katye Street - ME-236-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:49 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 2765 College Street - ME-238-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:49 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Levon C. Manzie - District 2

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 355 Regina Avenue - ME-062-20

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:46 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Gina Gregory - District 7

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 313 Lincoln Boulevard - ME-370-17

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:50 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

8/20/2020 - 4:53
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

8/13/2020 - 3:55
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

8/27/2020 - 3:56
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

To approve issuance of purchase order to Office Equipment Company of Mobile Inc for furniture for the Convention Center.

Convention Center Expense funds

Amount of Contract:

\$54,989.22

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
20200827 OEC Agenda Package POs	Cover Memo	8/27/2020

REVIEWERS:

Department Reviewer	Action	Date
Mayors Office Wesch, Paul	Approved	8/27/2020 - 2:02 PM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

Requisition	Fiscal Year	Department	Description	Amount	Vendor
<u>15119</u>	2020	(F6080) CONVENTION CENTER	BENCHES, CHAIRS, TABLES FOR CONVENTION CENTER (AL STATE CONTRACT)	\$54,989.22	<u>(150500) OFFICE EQUIPMENT COMPANY OF MOBILE INC.</u>

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

Adopted:

City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00015119-00 FY 2020 Acct No: 6080.70.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved
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Page 1

Vendor OFFICE EQUIPMENT COMPANY OF MOBILE INC 104 E I-65 SERVICE RD N	Ship To CONVENTION CENTER 1 SOUTH WATER
---	---

MOBILE, AL 36607

MOBILE, AL 36602
 BRANDT WILHELM

Tel#251-380-7469
 Fax 251-479-2280

Delivery Reference
 BWILHELM@MOBILECONVENTIONS.COM

Deliver To
 CONVENTION CENTER
 1 SOUTH WATER

MOBILE, AL 36602

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/28/20	150500				CONVENTION CENTER

LN Description / Account	Qty	Unit Price	Net Price
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General Notes

PER STATE OF ALABAMA T-390 CONTRACT
 VIZENT CONTRACT KRUG CE3380
 SQ #36070
 CITY OF MOBILE ID #1148029

ASSISTING DEALER: OFFICE EQUIPMENT COMPANY (OEC) ATTN: NANCY BRAMLETT

CONTACT BRANDT WILHELM AT 251-208-2127 OR 251-545-8951 24 HRS PRIOR TO DELIVERY.

001 FURNITURE MODULAR AS FOLLOWS:	42.00	706.35000	29666.70
	EACH		

Additional Description Notes

LOUNGE CHAIR:
 ZOLA | MODULAR One-Seat lounge chair, Upholstered Back Armless
 23"Wx27"Dx37"OH, 18.5"SH Seat: Maharam Lariat - Macaw 440401-034 grade 2
 Back: CF Stinson Drift - Cove 65574 grade 4
 PART # ZOL3-M1101
 Vendor Item
 Inventory Item/Loc 5514

1 6080.70.00.0000.0000.0000.0000.44020.	29666.70
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Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00015119-00 FY 2020 Acct No: 6080.70.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 2
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Vendor OFFICE EQUIPMENT COMPANY OF MOBILE INC 104 E I-65 SERVICE RD N MOBILE, AL 36607 Tel#251-380-7469 Fax 251-479-2280	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 BRANDT WILHELM Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/28/20	150500				CONVENTION CENTER

LN	Description / Account	Qty	Unit Price	Net Price
	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602			
002	FURNITURE MODULAR AS FOLLOWS:	12.00	494.70000	5936.40
	Additional Description Notes	EACH		
	SEAT BENCH: ZOLA MODULAR Two Seat Bench Std. Dpth - Straight 46"Wx22.25"Dx18.5"SH Maharam Lariat - Macaw 440401-034 grade 2 Part # ZOL3-MS2S1 Vendor Item Inventory Item/Loc 5514			
1	6080.70.00.0000.0000.0000.0000.44020.			5936.40

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00015119-00 FY 2020 Acct No: 6080.70.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 3
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Vendor OFFICE EQUIPMENT COMPANY OF MOBILE INC 104 E I-65 SERVICE RD N MOBILE, AL 36607 Tel#251-380-7469 Fax 251-479-2280	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 BRANDT WILHELM Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/28/20	150500				CONVENTION CENTER

LN	Description / Account	Qty	Unit Price	Net Price
	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602			
003	FURNITURE MODULAR AS FOLLOWS:	10.00	635.97000	6359.70
	Additional Description Notes	EACH		
	SEAT BENCH: ZOLA MODULAR Three Seat Bench Std. Dpth - Straight 69"Wx22.25"Dx18.5"SH Maharam Lariat - Macaw 440401-034 grade 2 Part # ZOL3-MS3S1 Vendor Item Inventory Item/Loc 5514			
1	6080.70.00.0000.0000.0000.0000.44020.			6359.70

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00015119-00 FY 2020 Acct No: 6080.70.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 4
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Vendor OFFICE EQUIPMENT COMPANY OF MOBILE INC 104 E I-65 SERVICE RD N MOBILE, AL 36607 Tel#251-380-7469 Fax 251-479-2280	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 BRANDT WILHELM Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/28/20	150500				CONVENTION CENTER

LN	Description / Account	Qty	Unit Price	Net Price
	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602			
004	FURNITURE MODULAR AS FOLLOWS:	24.00	427.38000	10257.12
	Additional Description Notes ----- TABLE: Zola 18x18 Square Table laminate: Ash. Part # ZOL4-181815 Vendor Item Inventory Item/Loc 5514	EACH		
1	6080.70.00.0000.0000.0000.0000.44020.			10257.12

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00015119-00 FY 2020 Acct No: 6080.70.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fola Status: Approved	Page 5
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Vendor OFFICE EQUIPMENT COMPANY OF MOBILE INC 104 E I-65 SERVICE RD N MOBILE, AL 36607 Tel#251-380-7469 Fax 251-479-2280	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 BRANDT WILHELM Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/28/20	150500				CONVENTION CENTER

LN	Description / Account	Qty	Unit Price	Net Price
	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602			
005	FURNITURE MODULAR AS FOLLOWS:	6.00	461.55000	2769.30
	Additional Description Notes ----- TABLE: Zola 24x24 Square Table laminate: Ash Part # ZOL4-242415 Vendor Item Inventory Item/Loc 5514	EACH		
1	6080.70.00.0000.0000.0000.0000.44020.			2769.30

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00015119-00 FY 2020 Acct No: 6080.70.00.0000.0000.0000.0000.44020. Review: Buyer: 9105fo1a Status: Approved	Page 6
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Vendor OFFICE EQUIPMENT COMPANY OF MOBILE INC 104 E I-65 SERVICE RD N MOBILE, AL 36607 Tel#251-380-7469 Fax 251-479-2280	Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 BRANDT WILHELM Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602
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Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/28/20	150500				CONVENTION CENTER

LN Description / Account	Qty	Unit Price	Net Price
Ship To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602 Delivery Reference BWILHELM@MOBILECONVENTIONS.COM Deliver To CONVENTION CENTER 1 SOUTH WATER MOBILE, AL 36602			

[Requisition Link](#)

Requisition Total 54989.22

***** General Ledger Summary Section *****

Account 6080.70.00.0000.0000.0000.0000.44020.	Amount Remaining Budget 54989.22
CONVENTION CENTER EXP	OPERATING SUPPLIES

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
Cancelled	08/20/20	ANNE FOLEY	GL Allocation, GL Allocation,
Approved	07/28/20	TIFFANY HOLLINS	
Approved	07/28/20	MARILYN MCMILLAN	Auto approved by: 910514227
Approved	07/28/20	RELYA MALLORY	Auto approved by: 910514227
Approved	08/20/20	TIFFANY HOLLINS	
Approved	08/20/20	MARILYN MCMILLAN	Auto approved by: 910514227
Approved	08/20/20	RELYA MALLORY	Auto approved by: 910514227

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Bill To	Requisition 00015119-00 FY 2020
ACCOUNTS PAYABLE	
P O BOX 389	Acct No:
	6080.70.00.0000.0000.0000.0000.44020.
MOBILE, AL	Review:
36601	Buyer: 9105fo1a
vendorinvoices@cityofmobile.org	Status: Approved
	Page 7
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Vendor	Ship To
OFFICE EQUIPMENT COMPANY OF MOBILE INC	CONVENTION CENTER
104 E I-65 SERVICE RD N	1 SOUTH WATER
MOBILE, AL 36607	MOBILE, AL 36602
	BRANDT WILHELM
Tel#251-380-7469	Delivery Reference
Fax 251-479-2280	BWILHELM@MOBILECONVENTIONS.COM
	Deliver To
	CONVENTION CENTER
	1 SOUTH WATER
	MOBILE, AL 36602

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Date	Vendor
Ordered	Number
	Required
	Ship
	Via
	Terms
	Department
-----	-----
07/28/20	150500
	CONVENTION CENTER
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LN	Description / Account	Qty	Unit Price	Net Price
Forward	07/29/20 JOHN PAINE			
Approved	08/26/20 DONNA MICHELE STANLEY		Auto approved by: 910516727	
Approved	08/26/20 DONALD ROSE		Approved by: 9105fo1a	
Approved	08/26/20 JOHN PAINE		Auto approved by: 910516727	

Authorized By: _____ Date: _____

Signature



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Kimberly Harden, Director of Architectural Engineering Department

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

The reallocation of unused Operating funds from Security costs not realized when the ship was not sailing, is essential to on-going government operations in order that the construction contract can be executed and the repairs completed for the safety of those utilizing the facility, before the cruise ship again begins serving passengers.

Amount of Contract:

\$200,000.00

Funding Source

Project # Cruise Terminal Parking Deck Structural
Repairs, CT-056-20

Discretionary Funds

Project String 20002000-48010

Contract Number:

Budget Amendment **REDUCE** **INCREASE**

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
-------------	------	-------------

REVIEWERS:

Department	Reviewer	Action	Date
Architectural Engineering	Harden, Kim	Approved	9/2/2020 - 11:07 AM
Budget	Sapp, Celia	Approved	9/2/2020 - 10:14 AM
Legal	Kern, Chris	Approved	9/2/2020 - 11:52 AM
			9/2/2020 - 11:52

Legal
Mayors
Office

Kern, Chris
Wesch, Paul

Approved
Approved

AM
9/2/2020 - 2:25
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Jennifer White, Traffic Engineering

Sponsored by:

Gina Gregory, Council Member District 7

Purpose and Scope of Project:

Construction of approximately 2,000 linear feet of sidewalk and handicap ramps.

Amount of Contract:

323,759.00

Funding Source

Project # Old Shell Road Side Walk Project 2020-2060-07/Federal Aid Project TAPMB-TA17(950)

Discretionary Funds

Project String 50005000.48010

Contract Number:G-TAPOLD SH

Budget Amendment **REDUCE** **INCREASE**

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department Reviewer	Action	Date
Traffic Engineering Bergin, Marybeth	Approved	8/27/2020 - 5:16 PM
Accounting Daniels, Bettye	Approved	8/28/2020 - 11:40 AM
Legal Kern, Chris	Approved	9/1/2020 - 10:41 AM
Legal Kern, Chris	Approved	9/1/2020 - 10:41 AM
Mayors Office Wesch, Paul	Approved	9/2/2020 - 8:36 AM

R E S O L U T I O N

Sponsored by: Mayor William S. Stimpson and Councilmember Fredrick D. Richardson, Jr.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOBILE, ALABAMA, that the Mayor and the City Clerk be, and hereby are, authorized to accept a Deed for the donation of approximately 1.76 acres of land located along Three Mile Creek and Gordon Smith Center Drive as set out in the instrument attached hereto and that is necessary to perform essential minimum functions of the Council.

Said property is being conveyed to the City of Mobile by The Gordon Smith Center, Incorporated and is to be used for public recreational space for the Three Mile Creek Greenway Trail.

Adopted: _____

City Clerk

**THIS INSTRUMENT PREPARED
BY:
City of Mobile
P.O. Box 1827
Mobile, AL 36633**

**STATE OF ALABAMA
COUNTY OF MOBILE**

DEED FOR EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that for and in consideration of the sum of TEN dollar(s) (\$10.00) cash in hand paid the receipt whereof is hereby acknowledged, the undersigned grantor, THE GORDON SMITH CENTER, INCORPORATED, an Alabama non-profit corporation ("Grantor"), has this day bargained and by these presents does hereby, subject to the exceptions, conditions and reservations contained herein, grant, bargain, convey, transfer, and deliver unto the CITY OF MOBILE, an Alabama municipal corporation ("Grantee"), a permanent easement for the following purposes, to-wit: The right to enter upon the hereinafter described land and to grade, level, fill, drain, pave and build a greenway trail, together with such bridges, culverts, ramps, and cuts as may be necessary, on, over and across the ground embraced within the boundaries of a tract or parcel of our land situated in the County of Mobile, State of Alabama (the "Permitted Purpose").

The permanent easement hereby granted is more particularly located and described as follows, to-wit:

Easement 208; R02-29-02-44-0-028-002; 2440 and 2448 Gordon Smith Center Drive.

And as shown on Exhibit A and of record in the Office of the Judge of Probate of Mobile County, Alabama as an aid to persons and entities interested therein and as shown on the Property Plat attached hereto and made a part hereof:

PERMANENT EASEMENT

PERMANENT EASEMENT NO. 1 OF 1:

Easement 208

**State of Alabama
County of Mobile**

Commencing at the intersection of the centerline of Wagner Street with the western right-of-way line of Stanton Street (50' r/w); thence run South 15°-20'-01" East along said western right-of-way line a distance of 879.19 feet; thence run South 74°-39'-49" West a

distance of 929.21 feet; thence run South 75°-10'-48" West along the north line of Cedar Ridge Subdivision, as recorded in Map Book 5, Page 287 of the records in the office of the Judge of Probate, Mobile County, Alabama, a distance of 407.40 feet to the Point of Beginning of the following described parcel: thence continue South 75°-10'-48" West along the north line of said Cedar Ridge Subdivision a distance of 161 feet, more or less, to the centerline of Three Mile Creek; thence run northwardly along the centerline of Three Mile Creek a distance of 693 feet, more or less; thence run North 74°-42'-18" East a distance of 116 feet, more or less; thence run South 02°-03'-17" East a distance of 503.76 feet; thence run southeastwardly along the arc of a curve to the left (having a delta of 46°-13'-03", a radius of 130.94 feet, a chord bearing of South 33°-36'-44" East, and a chord length of 102.78 feet) an arc distance of 105.62 feet; thence run South 15°-30'-50" East a distance of 94.08 feet to the Point of Beginning. The described parcel contains 1.76 acres, more or less.

To have and to hold, the said easement unto the City of Mobile and unto its successors and assigns. And the said grantor(s) hereby covenant(s) with the City of Mobile that we are lawfully seized and possessed of the afore-described tract or parcel of land; that we have a good and lawful right to convey it; that it is free from all encumbrances; and that we will warrant and forever defend the title and quiet possession thereto against the lawful claims of all persons whomsoever.

In consideration of the permanent easement and the aforementioned payment Grantee shall:

*(a) Grantee shall be solely responsible, at its expense, for constructing the
greenway that will be on the permanent easement and maintaining the
permanent easement in accordance with the purposes set forth herein, including
signage, construction and maintenance of trail and/or trail improvements; and*

Grantee shall, at its expense, build and/or move a fence separating the Gordon Smith Center, Inc. from the constructed greenway and public access point on the site. The Gordon Smith Center, Inc. shall be responsible for the maintenance of the fence. As a further consideration, we hereby release the City of Mobile, its employees and officials, from all claims for damage, from whatsoever cause, present or prospective, incidental or consequential, to the exercise of any of the rights herein granted.

SUBJECT AND SUBORDINATE TO THE FOLLOWING:

1. All taxes and assessments heretofore or hereafter assessed;
2. Mineral and mining rights;
3. Easements, restrictions, covenants, rights-of-way and all other matters of record in the Probate Court of Mobile County or that are visible or would be disclosed by an accurate inspection or survey of the permanent easement;

(the "Permitted Encumbrances").

TO HAVE AND TO HOLD the permanent easement, together with all and singular the rights, members and appurtenances thereof to the same being, belonging or in any way appertaining, to the use and benefit of the Grantee and its successors and

assigns, forever, but subject to the Permitted Encumbrances, the conditions, and the right of reversion herein reserved to the Grantor.

In witness we have hereunto set our hand(s) and seal(s) this the 28th day of AUGUST, 2020.

Bo Mattei (L.S)

ACKNOWLEDGMENT FOR CORPORATION

STATE OF ALABAMA

MOBILE COUNTY

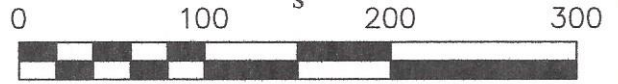
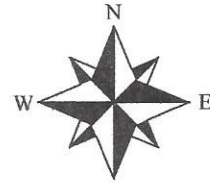
I, Bo Mattei, a CHAIRMAN/RESIDENT in and for said County, in said State, hereby certify that Bo Mattei, whose name as Chairman of the Board of the Gordon Smith Center, Inc., an Alabama non-profit corporation, is signed to the foregoing conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of this conveyance, he, as such officer and with full authority, executed the same voluntarily for and as the act of said corporation.

Given under my hand this 28th day of AUGUST, A.D. 2020.

Jff Jolly
Official Title
Vice President

THIS IS NOT A BOUNDARY SURVEY

CURVE	DELTA ANGLE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	46°13'03"	130.94'	105.62'	S33°36'44"E	102.78'



1" = 100'

WAGNER STREET

NDF

POINT OF COMMENCEMENT
INTERSECTION OF THE CENTERLINE
OF WAGNER STREET WITH THE
WESTERN RIGHT-OF-WAY LINE OF
STANTON STREET

STANTON STREET
50' R/W

R02-29-02-44-0-028-002
COMMUNITY CHEST & COUNCIL
OF MOBILE COUNTY, INC.
P.O. BOX 89
MOBILE, AL 36601

PROPOSED TRAIL

S74°39'49"W 929.21'

LEGEND

CRF	CAPPED REBAR FOUND
NDF	NAIL & DISK FOUND
SS	SANITARY SEWER LINE
—○—○—	CHAIN-LINK FENCE

POINT OF BEGINNING

EASEMENT 208

MOBILE GREENWAY INITIATIVE
THREE MILE CREEK TRAIL, 2018 CIP

OCTOBER 17, 2019

EXHIBIT A



STATE OF ALABAMA)
COUNTY OF MOBILE)

142124

REAL
PROP

879 PAGE 139

WHEREAS, Mobile County, a political subdivision of, and body corporate in, the State of Alabama, by deed dated March 24, 1964, and recorded in Real Property Book 499 page 876, et seq., of the records in the office of the Judge of Probate of Mobile County, Alabama, did convey unto the Community Chest and Council of Mobile County, Inc., a non-profit corporation, that certain real property situated in Mobile County, Alabama, hereinafter described, for the purposes set forth in said deed;

WHEREAS, the Gordon Smith Center, Inc., a non-profit corporation, was thereafter organized to take over and assume, and it has heretofore taken over and assumed, the responsibility of carrying out the purposes for which property was conveyed as aforesaid, including coordinating the planning and establishment of the health center for the citizens of the County of Mobile, Alabama, on said real property; and

WHEREAS, it is desired by these presents to vest title to said real property in the Gordon Smith Center, Inc., as the corporation which is now primarily engaged in the carrying out of the purposes for which said property was conveyed, as aforesaid;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS, that the Community Chest and Council of Mobile County, Inc., a non-profit corporation, hereinafter called the Grantor, in consideration of the premises, and for and in the further consideration of ONE AND NO/100 (\$1.00) DOLLAR and other good

and valuable considerations hereby acknowledged to have been paid to said Grantor by the Gordon Smith Center, Inc., a non-profit corporation, hereinafter called the Grantee, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto the said Grantee, subject to the reservations, conditions, encumbrances, easements and leases hereinafter set forth, that certain real property located in the City and County of Mobile, Alabama, described as follows, to-wit:

FILED
679
PAGE 140

Beginning at the intersection of the center line of Wagner Street and the western right-of-way line of Stanton Street; thence south 17 degrees 05 minutes 45 seconds west, a distance of 879.19 feet; thence south 72 degrees 55 minutes 15 seconds west, a distance of 929.21 feet; thence south 73 degrees 29 minutes 15 seconds west, a distance of 593 feet, more or less, to the center of Three Mile Creek; thence northerly along the center line of said Creek 690 feet, more or less, thence north 72 degrees 54 minutes 15 seconds east a distance of 613 feet, more or less; thence north 27 degrees 54 minutes 15 seconds east, a distance of 275 feet; thence north 72 degrees 54 minutes 15 seconds east, a distance of 490 feet to the point of beginning. Containing 25.4 acres more or less. All of said measurements being according to a survey by Dixie Engineering Corporation dated December, 1963.

TOGETHER WITH ALL AND SINGULAR, the rights, members, easements, privileges and appurtenances thereunto belonging or in anywise appertaining; TO HAVE AND TO HOLD the same unto the Grantee, its successors and assigns forever.

This conveyance is made subject to the following:

1. The reservations, conditions, encumbrances and easements contained in the aforesaid deed from Mobile County to the Grantor herein dated March 24, 1964 and recorded in Real Property Book 499, page 876, et seq., of said Probate records.

2. That certain lease from the Grantor herein, as Lessor, to the Mobile Mental Health Center, Inc., dated May 17, 1968 and recorded in Real Property Book 868 page 104, et seq., of said Probate records.

IN WITNESS WHEREOF, the said Grantor, Community Chest and Council of Mobile County, Inc., has caused these presents to be executed by its president and attested by its secretary on this the 27 day of January, 1969.

COMMUNITY CHEST AND COUNCIL OF
MOBILE COUNTY, INC.

By: R. E. Pride
Its President

ATTEST:

Mrs. Emmett Frazer
Its Secretary

STATE OF ALABAMA)

COUNTY OF MOBILE)

I, the undersigned authority, a Notary Public in and for said County in said State, hereby certify that R. E. Pride and Mrs. Emmett Frazer, whose names as President and Secretary, respectively of Community Chest and Council of Mobile County, Inc., a non-profit corporation, are signed to the foregoing instrument, and who are known to me, acknowledged before me on this day that, being informed of the contents of the instrument, they, as such officers and with full authority, executed the same voluntarily for and as the act of said corporation.

Given under my hand this 27 day of January, 1969.

Louise K. Kenny
Notary Public, Mobile County, Alabama

COARD FEE
1.90
STATE OF ALA. MOBILE CO.
I CERTIFY THIS INSTRUMENT
WAS FILED ON

JAN 29 3 58 PM '69

NOTARY PUBLIC
LOUISE K. KENNY
MOBILE COUNTY, ALABAMA



REAL
PROPERTY
879
PAGE 14



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/9/2020 - 4:29
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

8/13/2020 - 3:55
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

To approve issuance of purchase order to CL Dews & Sons Foundry & Machinery Co for iron frames, grates, and manhole covers.

General Fund.

Amount of Contract:

\$18,736.00

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
20200910 Dews Agenda Package POs	Cover Memo	9/10/2020

REVIEWERS:

Department Reviewer	Action	Date
Mayors Office Wesch, Paul	Approved	9/10/2020 - 10:54 AM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

Requisition	Fiscal Year	Department	Description	Amount	Vendor
<u>13867</u>	2020	(2086B) CONCRETE/CAVE IN	IRON FRAMES, GRATES, MANHOLE COVERS (SEALED BID 5461)	\$18,736.00	<u>(045095) C. L. DEWS & SONS FOUNDRY AND MACHINERY CO</u>

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

Adopted:

City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013865-00 FY 2020 Acct No: 1000.40.20.2070.2086.2070.0000.0000.44020. Review: Buyer: 9105neej Status: Released	Page 1
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Vendor C L DEWS & SONS FOUNDRY & MACHINERY CO P O BOX 1647 HATTIESBURG, MS 39401 Tel#601-582-4427 Fax 601-544-4937	Ship To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604
---	--

Delivery Reference
BRENDA PARKER

Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/14/20	045095				CONCRETE/CAVE-IN

LN	Description / Account	Qty	Unit Price	Net Price
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General Notes

001	AS PER MY BID #5461 AND QUOTE BY GEORGIA L. BOONE. COVER MANHOLE, #1053, 22-1/2" DIAMETER Vendor Item Inventory Item/Loc 7933	2.00 EACH	570.00000	1140.00
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1	1000.40.20.2070.2086.2070.0000.0000.44020.			1140.00
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Ship To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604
Delivery Reference
BRENDA PARKER

Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

004	FRAME AND GRATE C.L.DEWS #1078 Vendor Item Inventory Item/Loc 13038	2.00 EACH	1787.00000	3574.00
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Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013865-00 FY 2020 Acct No: 1000.40.20.2070.2086.2070.0000.0000.44020. Review: Buyer: 9105neej Status: Released
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Page 2

Vendor C L DEWS & SONS FOUNDRY & MACHINERY CO P O BOX 1647 HATTIESBURG, MS 39401 Tel#601-582-4427 Fax 601-544-4937	Ship To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604
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Delivery Reference
BRENDA PARKER

Deliver To
 PUB WORKS-CONCRETE & SIDEWALK
 770 GAYLE STREET
 BEFORE 2:30 PM
 MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/14/20	045095				CONCRETE/CAVE-IN

LN Description / Account	Qty	Unit Price	Net Price
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1 1000.40.20.2070.2086.2070.0000.0000.44020.

3574.00

Ship To
 PUB WORKS-CONCRETE & SIDEWALK
 770 GAYLE STREET
 BEFORE 2:30 PM
 MOBILE, AL 36604
 Delivery Reference
 BRENDA PARKER

Deliver To
 PUB WORKS-CONCRETE & SIDEWALK
 770 GAYLE STREET
 BEFORE 2:30 PM
 MOBILE, AL 36604

005 FRAME AND GRATE, C.L. DEWS #998	3.00 EACH	1384.00000	4152.00
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Vendor Item
Inventory Item/Loc 13039

1 1000.40.20.2070.2086.2070.0000.0000.44020.

4152.00

Ship To
 PUB WORKS-CONCRETE & SIDEWALK
 770 GAYLE STREET
 BEFORE 2:30 PM
 MOBILE, AL 36604
 Delivery Reference
 BRENDA PARKER

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013865-00 FY 2020 Acct No: 1000.40.20.2070.2086.2070.0000.0000.44020. Review: Buyer: 9105neej Status: Released	Page 3
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Vendor C L DEWS & SONS FOUNDRY & MACHINERY CO P O BOX 1647 HATTIESBURG, MS 39401 Tel#601-582-4427 Fax 601-544-4937	Ship To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604
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Delivery Reference
BRENDA PARKER

Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/14/20	045095				CONCRETE/CAVE-IN

LN	Description / Account	Qty	Unit Price	Net Price
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Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

006	FRAME CURB CASTING, CAST IRON, C. L. DEWS #992, PATTERN #582 Vendor Item Inventory Item/Loc 13843	6.00 EACH	710.00000	4260.00
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1	1000.40.20.2070.2086.2070.0000.0000.44020.			4260.00
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Ship To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604
Delivery Reference
BRENDA PARKER

Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

007	DRAIN GRATE ONLY #1012.	6.00	545.00000	3270.00
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Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013865-00 FY 2020 Acct No: 1000.40.20.2070.2086.2070.0000.0000.44020. Review: Buyer: 9105neej Status: Released	Page 4
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Vendor C L DEWS & SONS FOUNDRY & MACHINERY CO P O BOX 1647 HATTIESBURG, MS 39401 Tel#601-582-4427 Fax 601-544-4937	Ship To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604
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Delivery Reference
BRENDA PARKER

Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/14/20	045095				CONCRETE/CAVE-IN

LN	Description / Account	Qty EACH	Unit Price	Net Price
	Vendor Item			
1	1000.40.20.2070.2086.2070.0000.0000.44020.			3270.00
	Ship To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604 Delivery Reference BRENDA PARKER Deliver To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604			
008	COVER MANHOLE, W/FRAME, #1053	2.00 EACH	1170.00000	2340.00
	Vendor Item Inventory Item/Loc 7916			
1	1000.40.20.2070.2086.2070.0000.0000.44020.			2340.00

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013865-00 FY 2020 Acct No: 1000.40.20.2070.2086.2070.0000.0000.44020. Review: Buyer: 9105neej Status: Released	Page 5
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Vendor C L DEWS & SONS FOUNDRY & MACHINERY CO P O BOX 1647 HATTIESBURG, MS 39401 Tel#601-582-4427 Fax 601-544-4937	Ship To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604
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Delivery Reference
BRENDA PARKER

Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/14/20	045095				CONCRETE/CAVE-IN

LN Description / Account	Qty	Unit Price	Net Price
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Ship To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604
Delivery Reference
BRENDA PARKER

Deliver To
PUB WORKS-CONCRETE & SIDEWALK
770 GAYLE STREET
BEFORE 2:30 PM
MOBILE, AL 36604

Requisition Link

Requisition Total	18736.00
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***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
1000.40.20.2070.2086.2070.0000.0000.44020.	18736.00	767037.89
PUBLIC SERVICE MAINTENANCE EXP OPERATING SUPPLIES		

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
CCancelled	08/05/20	JAMES NEESE JR	Requisition item removed chang
CCancelled	09/09/20	JAMES NEESE JR	GL Allocation, GL Allocation,
Forward	07/01/20	JOHN PAINE	
Rejected	07/14/20	JAMES NEESE JR	PER BRENDA
Forward	07/14/20	JOHN PAINE	

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013865-00 FY 2020 Acct No: 1000.40.20.2070.2086.2070.0000.0000.44020. Review: Buyer: 9105neej Status: Released
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Page 6

Vendor C L DEWS & SONS FOUNDRY & MACHINERY CO P O BOX 1647 HATTIESBURG, MS 39401 Tel#601-582-4427 Fax 601-544-4937	Ship To PUB WORKS-CONCRETE & SIDEWALK 770 GAYLE STREET BEFORE 2:30 PM MOBILE, AL 36604
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 Delivery Reference
 BRENDA PARKER

 Deliver To
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 MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/14/20	045095				CONCRETE/CAVE-IN

LN	Description / Account	Qty	Unit Price	Net Price
Forward	08/05/20 JOHN PAINE			
Queued	09/09/20 DONNA MICHELE STANLEY			
Queued	09/09/20 DONALD ROSE			
Queued	09/09/20 JOHN PAINE			

Authorized By: _____ Date: _____
 Signature

CITY OF MOBILE

BID SHEET

This is Not an Order

Mailing Address:

P. O. Box 1948
Mobile, Alabama 36633
(251) 208-7434

**Purchasing Department
and Package Delivery:**

Government Plaza
4th Floor, Room S-408
205 Government St
Mobile, Alabama 36644

**READ TERMS AND CONDITIONS
ON REVERSE SIDE OF THIS PAGE
BEFORE BIDDING**

Typed by: en Buyer: 007

Please quote the lowest price at which you will furnish the articles listed below

DATE 08/24/2020	BID NO. 5461	DEPARTMENT Public Works	Commodities to be delivered F.O.B. Mobile to: To be Specified
---------------------------	------------------------	-----------------------------------	---

This bid must be received and stamped by the Purchasing office not later than:

10:30 AM, Wednesday, September 9, 2020

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	GRATES & FRAMES					
2	Each. Cover Manhole, #1053, 22- 1/2 " diameter.					
2	Each. Frame and Grate, C.L. Dews #1078					
3	Each. Frame and Grate, C.L. Dews #998					
6	Each. Frame Curb Casting, Cast Iron C.L. Dews #992, Pattern #582					
6	Each. Drain Grate only, #1012					
2	Each. Cover Manhole, with Frame, #1053					
	No substitutes on above items.					
	No bid bond is required.					
	Quote delivered pricing FOB Mobile.					
	Delivery address: Public Works 770 Gayle Street Mobile, AL 36604					
	To be awarded on an item basis.					
	For any questions, please email purchasing@cityofmobile.org .					
	Page 1 of 2					
			TOTAL			

**RETURN ONE SIGNED COPY OF THIS BID
IN ENCLOSED ENVELOPE**

State delivery time within _____ days of receipt of P.O.

Firm Name _____

Typed Signature _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods
and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to **reject** any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or cityofmobile.org/taxes.php.
15. If a bid bond is required in the published specifications, see below:
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

BID CONTINUATION SHEET

Page _____ of _____

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	Bid on this form ONLY. Make no changes on this form. Additional information to be submitted on separate sheet and attached hereto. Page 2 of 2 All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/ If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See: www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks. Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number). Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order. State of Alabama Local Vendor Preference Law (a) and (d) will apply to this purchase. Pricing to be firm for the current model year. At the option of the City of Mobile and the successful vendor, the award of this bid may Be extended for up to two (2) additional model years. If you have any questions, please feel free to contact the Purchasing Department at purchasing@cityofmobile.org.					
			TOTAL			

RETURN ONE SIGNED COPY OF THIS QUOTATION
IN ENCLOSED ENVELOPE

READ ABOVE INSTRUCTIONS BEFORE QUOTING

Firm Name _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods
and correct invoice of completed order.



PROCUREMENT DEPARTMENT

Potential bidders are responsible to check this site for any **ADDENDUMS** that are issued. It is the responsibility of the **BIDDER** to check for, download, and include with their **BID RESPONSE** any and all **ADDENDUMS** that are issued for a specific **BID** published by the City of Mobile. Failure to download and include **ADDENDUMS** in your **BID RESPONSE** may cause your bid to be rejected.

This is a sealed bid. Any responses faxed or e-mailed will be rejected.

This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.

Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.

It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.

Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.

Be sure to sign your bid!

Package/Bid Delivery Address:
Purchasing Department
205 Government St. Room S408
Mobile, AL 36644

(Request First Delivery)



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

To approve issuance of Purchase Order to Calagaz Photo Supply Inc for eight Nikon D850 DSLR Cameras.

General fund.

Amount of Contract:

\$23,975.60

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment

REDUCE

INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
20200910 Calagaz Agenda Package POs	Cover Memo	9/10/2020

REVIEWERS:

Department Reviewer	Action	Date
Mayors Office Wesch, Paul	Approved	9/10/2020 - 10:54 AM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

Requisition	Fiscal Year	Department	Description	Amount	Vendor
<u>13867</u>	2020	(1530) POLICE ADMIN SERVICES	8 NIKON D850 DLSR CAMERAS (SEALED BID 5462)	\$23,975.60	<u>(030500)</u> <u>CALAGAZ PHOTO</u> <u>SUPPLY INC</u>

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

Adopted:

City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013867-00 FY 2020 Acct No: 1000.30.15.1530.1538.1530.0000.0000.42200. Review: Buyer: 9105fola Status: Approved
--	---

Page 1

Vendor
 CALAGAZ PHOTO SUPPLY INC
 90 SPRINGDALE BLVD

Ship To
 POLICE HEADQUARTERS
 2460 GOVERNMENT STREET

MOBILE, AL 36606

MOBILE, AL 36606

Tel#251-478-0487
 Fax 251-478-0448

Deliver To
 POLICE HEADQUARTERS
 2460 GOVERNMENT STREET

MOBILE, AL 36606

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/01/20	030500				POLICE ADMIN SERVICES

LN	Description / Account	Qty	Unit Price	Net Price
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General Notes

001	PER BID #5462 AND YOUR QUOTE. CAMERA DIGITAL AS SPECIFIED:	8.00 EACH	2996.95000	23975.60
-----	---	--------------	------------	----------

Additional Description Notes

NIKON D850 DSLR CAMERA BODY ONLY.

NO SUBSTITUTIONS

Vendor Item
 Inventory Item/Loc 1463

1	1000.30.15.1530.1538.1530.0000.0000.42200.			23975.60
---	--	--	--	----------

Ship To
 POLICE HEADQUARTERS
 2460 GOVERNMENT STREET
 MOBILE, AL 36606

Deliver To
 POLICE HEADQUARTERS
 2460 GOVERNMENT STREET
 MOBILE, AL 36606

[Requisition Link](#)

Requisition Total

23975.60

Authorized By: _____ Date: _____
Signature

BID TABULATION FOR BID #5462

	NIKON D850 DSLR	LOCAL VENDOR PREFERENCE
CALAGAZ PHOTO SUPPLY, INC	\$2,996.95	
ADORAMA INC	\$2,996.95	\$3,296.65
B&H FOTO & ELECTRONICS CORP	\$2,996.95	\$3,296.65
17 TH STREET PHOTO SUPPLY INC	\$2,996.25	\$3,295.88
HOWARD TECHNOLOGY SOLUTIONS	\$3,518.00	\$3,869.80

BID SHEET

This is Not an Order

**READ TERMS AND CONDITIONS
ON REVERSE SIDE OF THIS PAGE
BEFORE BIDDING**

003

Buyer:

Please quote the lowest price at which you will furnish the articles listed below

DATE 08/24/2020	BID NO. 5462	DEPARTMENT Police	Commodities to be delivered F.O.B. Mobile to: As Specified
---------------------------	------------------------	-----------------------------	--

This bid must be received and stamped by the Purchasing office not later than: 10:30 AM, Friday, September 4, 2020

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
7-20	DIGITAL CAMERA The City of Mobile is requesting bids on the following Nikon camera: Camera: Nikon D850 DSLR Camera (Body Only). PRICE \$ _____ EA. No substitutions will be accepted. The City does not accept gray market goods. Camera must be new – never used, in the box. The exact quantities to be purchased can not be determined at this time. Upon the bid award, a purchase order for a minimum of 7 cameras will be written. Prices are to be held firm for six (6) months from bid award. This bid may be extended for up to five (5) additional 6-month periods with the approval of the successful vendor and the City of Mobile. Delivery will be required within twenty-one (21) days after receipt of purchase order by successful bidder. Page 1 of 2					
			TOTAL			

We will allow a discount _____ % 20 days from date of receipt of goods and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or cityofmobile.org/taxes.php.
15. If a bid bond is required in the published specifications, see below:
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

BID CONTINUATION SHEET

Page _____ of _____

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	Page 2 of 2 All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/ If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See: www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks. Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number). Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order. State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase. For additional information contact: purchasing@cityofmobile.org.					
			TOTAL			

**RETURN ONE SIGNED COPY OF THIS QUOTATION
IN ENCLOSED ENVELOPE**

READ ABOVE INSTRUCTIONS BEFORE QUOTING

Firm Name _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods
and correct invoice of completed order.

The City of Mobile maintains a vendor self-service site where a vendor can register self-register and provide those categories that they wish to be on the bid list for. This may be a little lengthy, so please read all of our helpful hints and suggestions listed below.

The site or link is located here:

<https://mobileselfservice.tylertech.com/Vendors/default.aspx>,

You can create your own entry at this location.

You will also need to select and enter those categories that you wish to be on the bid list for, more on this later.

We recommend that a vendor pre-think as to how they wish to be in our system, that includes contact information, addresses, and how you will be paid if we issue a purchase order.

We recommend that the contact not be a salesperson that may leave, nor that a salesperson be the one holding the I.D. and password for the company, as the quote requests will be sent

to contact information that may no longer be relevant to the company.

Determine who will also be maintaining the contact information on our site. If personnel change/leave the company, that information needs to be changed, the same is true for telephone numbers, fax numbers and the methods you wish to receive quotes and orders for your company.

When you register notate the name and password that you create.

To enter your company in our system, you will need to be sure that the name of the company matches your W-9 form.

If the system refuses to allow you to enter your company once you enter either or both the company name and the W-9 / FEIN number, that is because someone has already registered your company into our system. Please check with your accounting department to see if they or the owners know the I.D. and or passwords.

Here is a really important part: The City uses a 5 digit product category code system to categorize our vendors so we can find them. This is being used by all the departments and the look up resides in Purchasing.

The numbering system is known as the NIGP product category code. We use the 5 digit version. Today with the thousands of vendors in our system, keeping a letter on file or us looking through the thousands of requests to be on the bid list for vendors is just impossible.

We use the 5 digit codes to search for the vendors who possibly handle the items we are looking for. It is our teaser file system.

How do I find the codes that relate to my company? That is a very good question. Truly, the look up on our website is not very easy to use or follow, so we have found the following to be the best way.

Using your favorite search engine, Yahoo, Google, etc., search using the following key words, TEXAS, COMPTROLLER, NIGP.

We are searching for the State of Texas Comptroller's site, which is really one of the best lookups for the NIGP Commodity Codes that we have found.

As of August 1, 2018 the following link address was active:

https://cmbldreg.cpa.state.tx.us/commodity_book/Alpha_index_inquiry.cfm

(you may need to cut and paste the address your computer)

You are looking for the "alpha" lookup for the commodities.

Select the result with the alpha look up and search for the general description of what you sell. This is not a specific item look up, but a general "commodity" look up. Yes some item names may appear as some commodities may be the same name as some items.

Remember you are looking for general descriptions. The Texas site has some really great cross references to items.

Think somewhat out of the box here, a bulldozer may be found in the following type descriptions : tractor tracked, tractor ground engaging, tracked. These are samples of how to look up and what you will find.

Feel free to select as few or as many categories that describe your company, but be sure to select those that your company will actively respond to. In Alabama, by State law, we can remove a vendor from the bid list, and we mean all the categories, and delete them from the bid list if you fail to respond to 3 requests for quotations.

Now that you have these, what do you do with them? There will be a point in the process where you are registering the company where you are prompted to add them.

We recommend you look the numbers up first before starting the process, that way you get everything done at one time.

You, the vendor, will be responsible to select and maintain the codes that pertain to your company.

We receive calls all the time that a vendor registered in vendor self service and is upset (many times mad) because they registered with vendor self service, but were not notified of a quotation, usually when we check, we find that either they did not select and add any codes or that they did not select the code for the commodity we issued the quotation for.

Another issue is that we find their company information is incorrect, addresses changed, that location closed, phone numbers and fax numbers changed or the email address is different.

The most common reason outside of no Commodity Codes, is that the information at registration was done by a salesperson or an employee, who holds the I.D. and password access and the company never really was registered and the person who registered is no longer with the company.

The City of Mobile pretty much quotes all needs and all the departments have access to these codes and are encouraged to use them to select vendors for quotes.

All sealed bids are listed on the City's bid page,
Cityofmobile.org/bids .



PROCUREMENT DEPARTMENT

Potential bidders are responsible to check this site for any **ADDENDUMS** that are issued. It is the responsibility of the **BIDDER** to check for, download, and include with their **BID RESPONSE** any and all **ADDENDUMS** that are issued for a specific **BID** published by the City of Mobile. Failure to download and include **ADDENDUMS** in your **BID RESPONSE** may cause your bid to be rejected.

This is a sealed bid. Any responses faxed or e-mailed will be rejected.

This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.

Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.

It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.

Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.

Be sure to sign your bid!

Package/Bid Delivery Address:
Purchasing Department
205 Government St. Room S408
Mobile, AL 36644

(Request First Delivery)



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

To approve issuance of Purchase Order to Reel-Scout Inc for film office location management software setup and one year subscription.

General Fund.

Amount of Contract:

\$31,980.00

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
20200910 ReelScout Agenda Package POs	Cover Memo	9/10/2020

REVIEWERS:

Department Reviewer	Action	Date
Mayors Office Wesch, Paul	Approved	9/10/2020 - 11:37 AM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

Requisition	Fiscal Year	Department	Description	Amount	Vendor
<u>13821</u>	2020	(4510) FILM OFFICE	FILM OFFICE LOCATION MANAGEMENT SOFTWARE – SETUP PLUS ONE YEAR SUBSCRIPTION (SEALED BID 5463)	\$31,980.00	<u>(296801) REEL- SCOUT INC</u>

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

Adopted:

City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013821-00 FY 2020 Acct No: 1000.20.05.4510.4510.4500.0000.0000.42200. Review: Buyer: 9105fola Status: Released	Page 1
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Vendor
 REEL-SCOUT, INC
 1900 ABBOTT STREET #100

CHARLOTTE, NC 28203

Tel#704-348-1484
 Fax 704-973-9826

Ship To
 FILM OFFICE
 164 ST EMANUEL STREET

MOBILE, AL 36602
 KATELYNN.MACHADO@CITYOFMOBILE.ORG

Delivery Reference
 KATELYNN MACHADO

Deliver To
 FILM OFFICE
 164 ST EMANUEL STREET

 MOBILE, AL 36602

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/01/20	296801	07/02/20			FILM OFFICE

LN	Description / Account	Qty	Unit Price	Net Price
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General Notes

001	PER BID #5463 AND YOUR QUOTE. Reel Scout Film Office Management System: RS-Professional v.10.0 (RS 10) A web based fully-hosted cloud computing application including all baseline modules. Complete custom location package creation functionality is provided as well as Mobile Film office-branded, fully-searchable, on-line gallery and inclusion in Reel-Scout's global location search site. PRICE INCLUDES FIRST YEAR SUBSCRIPTION FEE. SUBSCRIPTION FEE WILL BE \$11,880 ANNUALLY. Additional Description Notes INCLUDES: TRAINING AND IMPLEMENTATION.	1.00 EACH	31980.00000	31980.00
1	1000.20.05.4510.4510.4500.0000.0000.42200. E G-COVID19 .CATEGORY B.PROFTECHNC.			31980.00

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013821-00 FY 2020 Acct No: 1000.20.05.4510.4510.4500.0000.0000.42200. Review: Buyer: 9105fola Status: Released	Page 2
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Vendor
REEL-SCOUT, INC
1900 ABBOTT STREET #100

CHARLOTTE, NC 28203

Tel#704-348-1484
Fax 704-973-9826

Ship To
FILM OFFICE
164 ST EMANUEL STREET

MOBILE, AL 36602
KATELYNN.MACHADO@CITYOFMOBILE.ORG

Delivery Reference
KATELYNN MACHADO

Deliver To
FILM OFFICE
164 ST EMANUEL STREET

MOBILE, AL 36602

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/01/20	296801	07/02/20			FILM OFFICE

LN Description / Account	Qty	Unit Price	Net Price
--------------------------	-----	------------	-----------

Ship To
FILM OFFICE
164 ST EMANUEL STREET
MOBILE, AL 36602
Delivery Reference
KATELYNN MACHADO

Deliver To
FILM OFFICE
164 ST EMANUEL STREET
MOBILE, AL 36602

Requisition Link

Requisition Total 31980.00

***** Project Ledger Summary Section *****

Account	Amount	Remaining Budget
E G-COVID19 .CATEGORY B.PROFTECHNC.	31980.00	.00

***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
1000.20.05.4510.4510.4500.0000.0000.42200.	31980.00	145.56
MOBILE FILM OFFICE EXP	PROFESSIONAL & TECHNICAL	

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
CCancelled	09/09/20	ANNE FOLEY	GL Allocation changed
Approved	07/02/20	SHERRY HORTON	Auto approved by: 910518653
Approved	07/02/20	TAYLOR HARRIS	

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00013821-00 FY 2020 Acct No: 1000.20.05.4510.4510.4500.0000.0000.42200. Review: Buyer: 9105fo1a Status: Released	Page 3
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Vendor
 REEL-SCOUT, INC
 1900 ABBOTT STREET #100

Ship To
 FILM OFFICE
 164 ST EMANUEL STREET

CHARLOTTE, NC 28203

MOBILE, AL 36602
 KATELYNN.MACHADO@CITYOFMOBILE.ORG

Tel#704-348-1484
 Fax 704-973-9826

Delivery Reference
 KATELYNN MACHADO

Deliver To
 FILM OFFICE
 164 ST EMANUEL STREET

MOBILE, AL 36602

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/01/20	296801	07/02/20			FILM OFFICE

LN	Description / Account	Qty	Unit Price	Net Price
Approved	07/02/20 REBECCA CHRISTIAN	Auto approved by:	910518653	
Approved	07/02/20 RANDY THREADGILL	Auto approved by:	910518653	
Forward	07/02/20 JOHN PAINE			
Queued	09/09/20 SHERRY HORTON			
Queued	09/09/20 TAYLOR HARRIS			
Queued	09/09/20 REBECCA CHRISTIAN			
Queued	09/09/20 RANDY THREADGILL			
Pending	DONNA MICHELE STANLEY			
Pending	DONALD ROSE			
Pending	JOHN PAINE			

Authorized By: _____ Date: _____
 Signature

CITY OF MOBILE

BID SHEET

This is Not an Order

Mailing Address:

P. O. Box 1948
Mobile, Alabama 36633
(251) 208-7434

Purchasing Department and Package Delivery:

Government Plaza
4th Floor, Room S-408
205 Government St
Mobile, Alabama 36644

**READ TERMS AND CONDITIONS
ON REVERSE SIDE OF THIS PAGE
BEFORE BIDDING**

Typed by: en Buyer: 003

Please quote the lowest price at which you will furnish the articles listed below

DATE	BID NO.	DEPARTMENT	Commodities to be delivered F.O.B. Mobile to:
08/25/2020	5463	Film Office	To be Specified

This bid must be received and stamped by the Purchasing office not later than: 10:30 AM, Wednesday, September 9, 2020

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	COMPUTER SOFTWARE (SAAS) The City of Mobile is requesting bids on a comprehensive, web-hosted Film Location and Project Management Software. This will be a Software as a Service (SaaS) product. SOFTWARE REQUIREMENTS: • Must allow fully integrated modules to communicate and share information on Contact Management, Location Management, and Project Management. Projects must be tracked by type and status, tabulate production days, project expenditures, and total economic impact. • A web-based, fully-hosted, cloud-computing application including Location Gallery, Contact Module, and Project Module. Complete custom location package creation functionality is provided as well as a Mobile Film Office-branded, fully-searchable online gallery, and inclusion in global location search site. • A fully-integrated module allowing local crew and support services companies to create and update their own profiles as well as allowing the industry to search those profiles. Includes: 1) Data Collection (register, login, create & edit profile) via Mobile Film Office's website; 2) Public Search & Display through Mobile Film Office's website. • Shall be configured to match Mobile Film Office's website branding, to allow the public (e.g., homeowners, property owners, etc.) to upload location photos and information online through the Mobile Film Office Website. No password or login to be required. Once submitted, the locations shall display in real time in Mobile Film Office's system as "to be reviewed." Staff can choose to approve the location (or not) but use it in a location package. Page 1 of 2					
			TOTAL			

**RETURN ONE SIGNED COPY OF THIS BID
IN ENCLOSED ENVELOPE**

State delivery time within _____ days of receipt of P.O.

Firm Name _____

Typed Signature _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to ~~reject~~ any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or cityofmobile.org/taxes.php.
15. If a bid bond is required in the published specifications, see below:
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

BID CONTINUATION SHEET

Page _____ of _____

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	Page 2 of 2 Price must include implementation and training. State product that you are providing: _____ Total Bid Price _____ State Annual Managed Hosting and Subscription Services/license renewal price. Price must include backup, disaster recovery, 24x7 availability, bandwidth, server, firewall, appropriate software, unlimited storage, all upgrades, and all new releases. Price _____ annually The software must be fully hosted and include training. (Travel and lodging costs must be included in your Total Bid Price.) All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/ If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See: www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks. Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number). Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order.					
			TOTAL			

RETURN ONE SIGNED COPY OF THIS QUOTATION
IN ENCLOSED ENVELOPE

READ ABOVE INSTRUCTIONS BEFORE QUOTING

Firm Name _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods
and correct invoice of completed order.

Page _____ of _____

We will allow a discount _____ % 20 days from date of receipt of goods and correct invoice of completed order.

The City of Mobile maintains a vendor self-service site where a vendor can register self-register and provide those categories that they wish to be on the bid list for. This may be a little lengthy, so please read all of our helpful hints and suggestions listed below.

The site or link is located here:

<https://mobileselfservice.tylertech.com/Vendors/default.aspx> ,

You can create your own entry at this location.

You will also need to select and enter those categories that you wish to be on the bid list for, more on this later.

We recommend that a vendor pre-think as to how they wish to be in our system, that includes contact information, addresses, and how you will be paid if we issue a purchase order.

We recommend that the contact not be a salesperson that may leave, nor that a salesperson be the one holding the I.D. and password for the company, as the quote requests will be sent

to contact information that may no longer be relevant to the company.

Determine who will also be maintaining the contact information on our site. If personnel change/leave the company, that information needs to be changed, the same is true for telephone numbers, fax numbers and the methods you wish to receive quotes and orders for your company.

When you register notate the name and password that you create.

To enter your company in our system, you will need to be sure that the name of the company matches your W-9 form.

If the system refuses to allow you to enter your company once you enter either or both the company name and the W-9 / FEIN number, that is because someone has already registered your company into our system. Please check with your accounting department to see if they or the owners know the I.D. and or passwords.

Here is a really important part: The City uses a 5 digit product category code system to categorize our vendors so we can find them. This is being used by all the departments and the look up resides in Purchasing.

The numbering system is known as the NIGP product category code. We use the 5 digit version. Today with the thousands of vendors in our system, keeping a letter on file or us looking through the thousands of requests to be on the bid list for vendors is just impossible.

We use the 5 digit codes to search for the vendors who possibly handle the items we are looking for. It is our teaser file system.

How do I find the codes that relate to my company? That is a very good question. Truly, the look up on our website is not very easy to use or follow, so we have found the following to be the best way.

Using your favorite search engine, Yahoo, Google, etc., search using the following key words, TEXAS, COMPTROLLER, NIGP.

We are searching for the State of Texas Comptroller's site, which is really one of the best lookups for the NIGP Commodity Codes that we have found.

As of August 1, 2018 the following link address was active:

https://cmblreg.cpa.state.tx.us/commodity_book/Alpha_index_inquiry.cfm

(you may need to cut and paste the address your computer)

You are looking for the "alpha" lookup for the commodities.

Select the result with the alpha look up and search for the general description of what you sell. This is not a specific item look up, but a general "commodity" look up. Yes some item names may appear as some commodities may be the same name as some items.

Remember you are looking for general descriptions. The Texas site has some really great cross references to items.

Think somewhat out of the box here, a bulldozer may be found in the following type descriptions : tractor tracked, tractor ground engaging, tracked. These are samples of how to look up and what you will find.

Feel free to select as few or as many categories that describe your company, but be sure to select those that your company will actively respond to. In Alabama, by State law, we can remove a vendor from the bid list, and we mean all the categories, and delete them from the bid list if you fail to respond to 3 requests for quotations.

Now that you have these, what do you do with them? There will be a point in the process where you are registering the company where you are prompted to add them.

We recommend you look the numbers up first before starting the process, that way you get everything done at one time.

You, the vendor, will be responsible to select and maintain the codes that pertain to your company.

We receive calls all the time that a vendor registered in vendor self service and is upset (many times mad) because they registered with vendor self service, but were not notified of a quotation, usually when we check, we find that either they did not select and add any codes or that they did not select the code for the commodity we issued the quotation for.

Another issue is that we find their company information is incorrect, addresses changed, that location closed, phone numbers and fax numbers changed or the email address is different.

The most common reason outside of no Commodity Codes, is that the information at registration was done by a salesperson or an employee, who holds the I.D. and password access and the company never really was registered and the person who registered is no longer with the company.

The City of Mobile pretty much quotes all needs and all the departments have access to these codes and are encouraged to use them to select vendors for quotes.

All sealed bids are listed on the City's bid page,
Cityofmobile.org/bids .



PROCUREMENT DEPARTMENT

Potential bidders are responsible to check this site for any **ADDENDUMS** that are issued. It is the responsibility of the **BIDDER** to check for, download, and include with their **BID RESPONSE** any and all **ADDENDUMS** that are issued for a specific **BID** published by the City of Mobile. Failure to download and include **ADDENDUMS** in your **BID RESPONSE** may cause your bid to be rejected.

This is a sealed bid. Any responses faxed or e-mailed will be rejected.

This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.

Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.

It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.

Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.

Be sure to sign your bid!

Package/Bid Delivery Address:
Purchasing Department
205 Government St. Room S408
Mobile, AL 36644

(Request First Delivery)



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

To approve issuance of purchase order to Federal Resources Supply Company for one EOD10 Bomb Suit.

General Fund

Amount of Contract:

\$36,850.00

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
20200910 Federal Agenda Package POs	Cover Memo	9/10/2020

REVIEWERS:

Department Reviewer	Action	Date
Mayors Office Wesch, Paul	Approved	9/10/2020 - 12:32 PM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

Requisition	Fiscal Year	Department	Description	Amount	Vendor
<u>14052</u>	2020	(1530) POLICE ADMIN SERVICES	ONE EOD 10 BOMB SUIT (SEALED BID 5452)	\$36,850.00	(293195) <u>FEDERAL</u> <u>RESOURCES</u> <u>SUPPLY</u> <u>COMPANY</u>

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

Adopted:

City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00014052-00 FY 2020 Acct No: 1000.30.15.1530.1534.1530.0000.0000.44020. Review: Buyer: 910514396 Status: Released
--	--

Page 1

Vendor
 FEDERAL RESOURCES SUPPLY COMPANY
 235-G LOG CANOE CIRCLE

Ship To
 POLICE SPECIAL OPERATIONS
 4851 MUSEUM DRIVE

STEVENSVILLE, MD 21666

MOBILE, AL 36608

Tel#800-892-1099
 Fax 410-643-7701

Deliver To
 POLICE SPECIAL OPERATIONS
 4851 MUSEUM DRIVE

MOBILE, AL 36608

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/07/20	293195				POLICE ADMIN SERVICES

LN Description / Account	Qty	Unit Price	Net Price
--------------------------	-----	------------	-----------

General Notes

001 AS PER YOUR QUOTE AND MY BID 5452 BOMB SUIT EOD 10 TO INCLUDE:	1.00 EACH	36850.00000	36850.00
---	--------------	-------------	----------

Additional Description Notes

EOD 10 TO INCLUDE:

- (1) EOD 10E BA FACE SHIELD MODEL (8001051) BA FACE SHIELD ASSEMBLY KIT;
- (1) SUIT EOD 10E OLIVE DRAB SIZE LARGE PART # (8002579);
- (1) EOD 10E HELMET PKG, OLIVE DRAB PART # (8002581);
- (1) FULL FOOT PROTECTION, PAIR, PART # (8000807);

1 1000.30.15.1530.1534.1530.0000.0000.44020.	36850.00
--	----------

Ship To
 POLICE SPECIAL OPERATIONS
 4851 MUSEUM DRIVE
 MOBILE, AL 36608

Deliver To
 POLICE SPECIAL OPERATIONS
 4851 MUSEUM DRIVE
 MOBILE, AL 36608

[Requisition Link](#)

Requisition Total

36850.00

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00014052-00 FY 2020 Acct No: 1000.30.15.1530.1534.1530.0000.0000.44020. Review: Buyer: 910514396 Status: Released	Page 2
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Vendor FEDERAL RESOURCES SUPPLY COMPANY 235-G LOG CANOE CIRCLE	Ship To POLICE SPECIAL OPERATIONS 4851 MUSEUM DRIVE
--	---

STEVENSVILLE, MD 21666

MOBILE, AL 36608

Tel#800-892-1099
Fax 410-643-7701

Deliver To
 POLICE SPECIAL OPERATIONS
 4851 MUSEUM DRIVE

MOBILE, AL 36608

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/07/20	293195				POLICE ADMIN SERVICES

Account	Amount	Remaining Budget
***** General Ledger Summary Section *****		
Account	Amount	Remaining Budget
1000.30.15.1530.1534.1530.0000.0000.44020.	36850.00	1882057.04
SPECIAL OPERATIONS DIV EXP	OPERATING SUPPLIES	

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
Cancelled	09/08/20	DONNA MICHELE STANLEY	GL Allocation changed
Forward	07/09/20	JOHN PAINE	
Queued	09/08/20	DONNA MICHELE STANLEY	
Queued	09/08/20	DONALD ROSE	
Queued	09/08/20	JOHN PAINE	

Authorized By: _____ Date: _____
 Signature

TABULATION BID 5452

	FEDERAL RESOURCES	MED-ENG. LLC
BOMB SUIT	8002579 \$18,417.00	8002579 \$19,913.00 (8001061 \$1116.00)
FACE SHIELD	8001051 \$2,860.00	8001051 \$3,013.00
HELMET	8002581 \$15,260.00	8002581 \$16,075.00
FULL FOOT PROTECTION	8000807 \$313.00 \$36,850.00	8000807 \$450.00 \$39,451.00

CITY OF MOBILE

BID SHEET

This is Not an Order

Mailing Address:

P. O. Box 1948
Mobile, Alabama 36633
(251) 208-7434

**Purchasing Department
and Package Delivery:**

Government Plaza
4th Floor, Room S-408
205 Government St
Mobile, Alabama 36644

**READ TERMS AND CONDITIONS
ON REVERSE SIDE OF THIS PAGE
BEFORE BIDDING**

Typed by: en Buyer: 006

Please quote the lowest price at which you will furnish the articles listed below

DATE 07/21/2020	BID NO. 5452	DEPARTMENT Police	Commodities to be delivered F.O.B. Mobile to: To Be Specified
---------------------------	------------------------	-----------------------------	---

This bid must be received and stamped by the Purchasing office not later than: 10:30 AM., Thursday, August 13, 2020

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
Appx 1 - 2	<u>THIS BID CANCELS AND REPLACES BID #5170</u> BOMB SUIT WITH HELMET					
	EOD 10 Bomb Suit Complete with Helmet, Full Foot Protection and Battery with Charger Kit, as per the following and attached Specifications.					
	Bomb Suit, EOD 10					
	Make _____ Model _____					
	Face Shield, EOD 10E FACE SHIELD Assembly Kit					
	Make _____ Model _____					
	Helmet, EOD 10					
	Make _____ Model _____					
	Full Foot Protection, Regular Pair					
	Make _____ Model _____					
	Quote delivered pricing FOB Mobile Alabama. Upon award the City will purchase a minimum of 1 Bomb Suit Complete.					
	Page 1 of 2					
			TOTAL			

**RETURN ONE SIGNED COPY OF THIS BID
IN ENCLOSED ENVELOPE**

State delivery time within _____ days of receipt of P.O.

Firm Name _____

Typed Signature _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to **reject** any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
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10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or cityofmobile.org/taxes.php.
15. **If a bid bond is required in the published specifications, see below:**
Each Bid Shall be Accompanied By A Cashier's Check, Certified Check, Bank Draft Or Bid Bond For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder **make every** possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially **and economically** disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to **have a Certificate of Authority** to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

BID CONTINUATION SHEET

Page _____ of _____

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	Page 2 of 2 All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/ If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See: www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks. Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number). Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order. Pricing shall be firm for the one (1) year period following the award of the Bid. At the option of the City of Mobile, the award of this bid may be extended for up to two (2) additional one (1) year periods. State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase. If you have any questions, please feel free to contact the Purchasing Department at purchasing@cityofmobile.org. Questions involving the bid specifications will not be answered within 48 hours of the bid opening. You need to ask your questions early on, as soon as possible. TO BE AWARDED ALL OR NONE.					
			TOTAL			

**RETURN ONE SIGNED COPY OF THIS QUOTATION
IN ENCLOSED ENVELOPE**

READ ABOVE INSTRUCTIONS BEFORE QUOTING

Firm Name _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods
and correct invoice of completed order.

MOBILE POLICE DEPARTMENT E.O.D. UNIT BID SPECIFICATIONS FOR BOMB SUIT

The E.O.D. Unit desires to purchase a bomb disposal suit. The minimum specifications and type are as follows:

GENERAL: The bomb disposal suit that provides the optimal balance between protection and flexibility through the meticulous distribution of protective materials over the body. The suit be semi-form fitting and sized to the operator to allow crouching, bending and climbing movements of the wearer. The suit must be designed to provide maximum protection from blast overpressure and fragmentation associated with explosive events, while still permitting a high degree of flexibility and comfort to facilitate the conduct of operational duties.

E.O.D. BOMB SUIT

Suit Design: The suit will have a jacket with universal patch cord, an integrated groin protector, trousers with a back protector, detachable boot covers, a grounding strap, a carry bag, a steel hanger for drying and a user CD and manuals.

JACKET AND PATCHCORD: The jacket will provide protection to the entire front and back torso. It should have a high profile collar that integrates with the helmet visor to provide continuous protection to the neck region. The patch cord should be routed through the jacket to accommodate the use of EOD helmet and a communications. The jacket should also have pockets and straps for carrying tools and radios.

INTEGRATED GROIN PROTECTOR: The groin protector will provide 360 degree blast and flame protection to the groin and buttock area without impeding comfort or leg movement.

TROUSERS, BACK PROTECTOR AND BOOT COVERS: The trousers will provide full coverage against fragments. They will be designed to articulate according to normal operational functions and do not compromise comfort and flexibility. A combination of soft and hard ballistic material layering will provide reinforcement over the frontal leg region to protect against a wide range of fragmentation threats. The back protector will incorporate hard plastic, backed by hybrid density foam laminate the will effectively reduce and evenly redistribute impact away from the spinal area to the side regions of the back. The boot covers will be detachable, snap to the bottom of the trouser legs and provide protection to the top of the feet.

CARRY BAG: The carry bag will be a knapsack style, made of durable nylon fabric and have heavy duty zippers. The bag will open flat to provide a clean work surface during dressing procedures.

SIZE: Large

COLOR: Green

MATERIALS:

Outer Shell	Kevlar/Nomex Blend Fabric, Nomex Thread
Blast Plate Pouch	Durable Nylon Cordura
Zippers	Brass with Nomex Fabric Tape
Attachment System	PBI/ Kevlar & Nylon Webbing, Cotton elastics, Velcro Hook and Loop, Acetal Hardware
Protective Inserts (Soft Components)	Layered Aramid Fiber, Contained in Water-Repellant Nylon
Protective Inserts (Rigid Components)	Polycarbonate, Aluminum, Foam, UHMWPE (Ultra High Molecular Weight Polyethylene)

PERFORMANCE CHARACTERISTICS:

FRAGMENTATION PROTECTION: The bomb suit will meet the MIL-STD-662F Test Specification.

HEAT PROTECTION: The bomb suit will have a fire retardant outer shell that protects against heat flash associated with munitions, anti-personnel mines and pyrotechnics.

FULL BLAST SCALE TESTING: The bomb suit will have been extensively tested against explosive devices in order to evaluate its effectiveness in the face of a realistic threat.

CHEST OVERPRESSURE: The suit will have been tested in blast conditions in order to determine its blast overpressure attenuating capability.

IMPACT PROTECTION: The bomb suit will incorporate a back protector to minimize the possibility of back injury.

NOTE: The bomb suit and helmet should be purchased from the same manufacturer to insure the greatest protection, functionality and compatibility. It should also be noted that the E.O.D. Units other bomb suit is a MED-ENG EOD 10 and the purchase of the new suit should be compatible with that make and model.

E.O.D. HELMET WITH EOD AND BREATHING APPARATUS VISORS

The E.O.D. Unit desires to purchase a bomb disposal suit helmet. The minimum specifications and type are as follows:

GENERAL: The E.O.D. helmet will provide protection from the four threats of a blast in a user-friendly and comfortable manner and have an interchangeable visor system to accommodate both standard EOD/IEDD and missions involving improvised explosive device that may contain chemical or biological agents. The helmet should also contain integrated microphones for both external sound amplification/damping and internal monitoring/transmission of communications.

DESIGN: The E.O.D. helmet will have two interchangeable protective visors that can be mounted on a common helmet shell base. The first visor will be suitable for EOD/IEDD operations, while the second visor will accommodate a Breathing Apparatus (SCBA, Viking) for operations in a chemical environment. The helmet shell will be composed of composite materials to offer superior blast and fragmentation resistance. It will have on board electronics to permit a range of user-desirable capabilities, including environmental awareness system with stereoscopic separation in listening capability. The helmet will have a compact profile, dual fan ventilation system and EAS module at the rear of helmet this system will provide fresh air to the interior of the visor via integrated internal channels. It will have a wrist mounted remote control module to allow user to conveniently control all helmet functions and monitor battery life. The helmet should be equipped with external, multi-spectrum work lighting to include white, blue and red.

Helmet Platform: The helmet will have a four point retention system, onboard power supply, remote control module, communications system compatibility and EOD and Breathing Apparatus visor compatibility.

HELMET SHELL AND IMPACT LINER: The helmet shell will be made of composite material designed for multi-threat, chemical and EOD/IEDD environments. This shell will provide a level of fire, ultraviolet, moisture, and chemical resistance.

COMFORT LINER: The helmet will have a comfort liner with individually removable and interchangeable to allow extensive customization of fit.

RETENTION SYSTEM: The helmet will have a integrated chin and nape strap to provide four-point comfort and stability.

VENTILATION SYSTEM: The helmet will have a ventilation system that is low profile and relatively quiet. The intake air will be integrated on the helmet shell in a compact design with no external protrusions. It will have two low noise ventilation fans , mounted on the rear of the helmet shell with internalized ducting of the airflow. In a normal mode the system will provide air to the inside of the helmet at a rate

of 60 litres/minute. An air flow of 120litres/minute will be obtained at the maximum setting in the normal mode (when selected by the user). In turbo mode, the system will provide air at a rate of 150 litres/ minute.

ENVIRONMENTAL AWARENESS SYSTEM: The helmet will have a linked speaker system inside the helmet. This allow the user to hear ambient sounds and distinguish from which diection the sound originates.

ONBOARD POWER SUPPLY: The helmet will have an onboard power supply housed in a protective enclosure that is powered by 8 AA batteries.

REMOTE CONTROL MODULE: The remote module will control all functions of the helmet and will attach to the sleeve of the E.O.D. bomb suit.

VISORS (EOD &BA): The helmet will have two visors, one for EOD and the other for breathing apparatus. These visors will be interchangeable. Searchlights will be built into the top of the visor.

SHIELDED POWER SUPPLY: The helmet will come with a shielded power supply to operate the functions of the helmet.

CARRY BAG: the helmet with have a carry bag to protect it for transportation and storage.

USER AMNUAL AND CD: The helmet will have a user manual and or C/D

PHYSICAL PROPERTIES:

SIZING: The helmet will be supplied with a comfort liner, sizing pads and a crown pad.

WEIGHT:	Shell	8.36 pounds
	EOD Visor	4.04 pounds
	BA Visor	4.4 pounds
	Remote Control	0.62

MATERIALS:	Helmet Shell	High Performance Composite Material
	Helmet Liner	Impact Attenuation Foam
	Comfort Liner	Flame laminated foam, fire retardant fabric
	Inner visor Layer	Polycarbonate
	Outer visor Layer	Poly Methyl Methacrylate
	Fasteners	Stainless Steel, Corrosion-Resistant Steel

EAS Housing	High-Impact Polycarbonate
Retention System	Nylon webbing, Foam and fabric, Stainless Steel, Corrosion Resistant Steel, Elastomer

COLOR: Green

FRAGMENTATION: The fragmentation resistance of the various components of the helmet will meet the standards of the MIL-STD-662F Test Specification.

BLAST OVERPRESSURE AT THE EAR: The helmet should permit a 96% reduction (on average) in peak ear overpressure when facing small charges at close standoffs.

CHEMICAL BIOLOGICAL TESTING: the helmet with the Breathing Apparatus visor with fit a series of SCBA and gas masks systems.

RETENTION SYSTEM

HELMET STABILITY: The helmet will meet or exceed the CSA standard Z611-02, section 15.3 (helmet stability). The helmet stability test requires that the helmet not rotate more than 45 degrees relative to the headform under and applied load of 250 Newtons.

Retention System Strength: The helmet will meet the British Standard PAS 017 Appendix Q (retention system test).

HUMIDITY EXPOSURE: The helmet will meet or exceed the humidity exposure profile stated in MIL-STD-810F, Method 507.4

EXPOSURE TO PROLONGED TEMPERATURE EXTREMES: The helmet will meet or exceed the standards set forth in MIL-STD-810F, Methods 501.4 High Temperature and 502.4 Low Temperature.

NOTE: The bomb suit and helmet should be purchased from the same manufacturer to insure the greatest protection, functionality and compatibility. It should also be noted that the E.O.D. Units other bomb suit is a MED-ENG EOD 10 and the purchase of the new suit should be compatible with that make and model.



PROCUREMENT DEPARTMENT

Potential bidders are responsible to check this site for any **ADDENDUMS** that are issued. It is the responsibility of the **BIDDER** to check for, download, and include with their **BID RESPONSE** any and all **ADDENDUMS** that are issued for a specific **BID** published by the City of Mobile. Failure to download and include **ADDENDUMS** in your **BID RESPONSE** may cause your bid to be rejected.

This is a sealed bid. Any responses faxed or e-mailed will be rejected.

This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.

Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.

It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.

Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.

Be sure to sign your bid!

Package/Bid Delivery Address:
Purchasing Department
205 Government St. Room S408
Mobile, AL 36644

(Request First Delivery)



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

To approve issuance of purchase order to UJ Chevrolet Co Inc for two 2021 Chevrolet Express 15 passenger vans.

General Fund.

Amount of Contract:

\$57,384.00

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment

REDUCE

INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
20200910 UJ Agenda Package POs	Cover Memo	9/10/2020

REVIEWERS:

Department Reviewer	Action	Date
Mayors Office Wesch, Paul	Approved	9/10/2020 - 12:32 PM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

Requisition	Fiscal Year	Department	Description	Amount	Vendor
<u>14778</u>	2020	(F7000) MOTOR POOL	2 2021 CHEVROLET EXPRESS 15 PASSENGER VAN (SEALED BID 5457)	\$57,384.00	<u>(210000) U J CHEVROLET CO INC</u>

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

Adopted:

City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00014778-00 FY 2020 Acct No: 7000.40.20.0000.0000.2070.0000.0000.47120. Review: Buyer: Status: Approved	Page 1
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Vendor
 U J CHEVROLET CO INC
 7581 AIRPORT BLVD

Ship To
 MOTOR POOL
 745 BROAD STREET

MOBILE, AL 36608
 USA
 Tel#251-452-1661
 Fax 251-456-3045

MOBILE, AL 36604
 CARTERD@CITYOFMOBILE.ORG

Delivery Reference
 DIANE CARTER-MCCARTY

Deliver To
 MOTOR POOL
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/20/20	210000	07/20/20			MOTOR POOL

LN Description / Account	Qty	Unit Price	Net Price
001 VAN PASSENGER, 15 PASSENGER AS FOLLOWS: Additional Description Notes	2.00 EACH	28692.00000	57384.00

VENDOR TO PROVIDE 2021 CHEVROLET 15 PASSENGER EXPRESS VAN, WHITE IN COLOR.

AS PER MY BID #5457 AND YOUR QUOTE

Vendor Item

Inventory Item/Loc 698

1 7000.40.20.0000.0000.2070.0000.0000.47120. E MP02070 .VEHICLEEXP.	57384.00
--	----------

Ship To
 MOTOR POOL
 745 BROAD STREET
 MOBILE, AL 36604
 Delivery Reference
 DIANE CARTER-MCCARTY

Deliver To
 MOTOR POOL
 745 BROAD STREET
 MOBILE, AL 36604

[Requisition Link](#)

Requisition Total	57384.00
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***** Project Ledger Summary Section *****

Account

Amount Remaining Budget

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00014778-00 FY 2020 Acct No: 7000.40.20.0000.0000.2070.0000.0000.47120. Review: Buyer: Status: Approved	Page 2
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Vendor
 U J CHEVROLET CO INC
 7581 AIRPORT BLVD

Ship To
 MOTOR POOL
 745 BROAD STREET

MOBILE, AL 36608
 USA
 Tel#251-452-1661
 Fax 251-456-3045

MOBILE, AL 36604
 CARTERD@CITYOFMOBILE.ORG

Delivery Reference
 DIANE CARTER-MCCARTY

Deliver To
 MOTOR POOL
 745 BROAD STREET

MOBILE, AL 36604

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/20/20	210000	07/20/20			MOTOR POOL

LN	Description / Account	Qty	Unit Price	Net Price
E	MP02070 .VEHICLEEXP.		57384.00	379372.06

***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
7000.40.20.0000.0000.2070.0000.0000.47120.	57384.00	145.56
MOTOR POOL EXP	VEHICLE ACQ (GREATER \$5000)	

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
Cancelled	09/10/20	JOHN PAINE	GL Allocation changed
Approved	07/21/20	DIANE MCCARTY	
Approved	09/10/20	DIANE MCCARTY	
Approved	09/10/20	DONNA MICHELE STANLEY	Auto approved by: 9105paij
Approved	09/10/20	DONALD ROSE	Auto approved by: 9105paij
Approved	09/10/20	JOHN PAINE	

Authorized By: _____ Date: _____
 Signature

BID TABULATION FOR BID #5457

	UJ CHEVROLET	DONOHOO CHEVROLET
15 PASSENGER VAN	\$28,692.00	\$30,081.45

CITY OF MOBILE

BID SHEET

This is Not an Order

Mailing Address:

P. O. Box 1948
Mobile, Alabama 36633
(251) 208-7434

**Purchasing Department
and Package Delivery:**

Government Plaza
4th Floor, Room S-408
205 Government St
Mobile, Alabama 36644

**READ TERMS AND CONDITIONS
ON REVERSE SIDE OF THIS PAGE
BEFORE BIDDING**

Typed by: en Buyer: 002

Please quote the lowest price at which you will furnish the articles listed below

DATE	BID NO.	DEPARTMENT	Commodities to be delivered F.O.B. Mobile to:
08/03/2020	5457	VARIOUS	Broad & Virginia Street

This bid must be received and stamped by the Purchasing office not later than: 11:00 AM, Friday, August 21, 2020

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
APPX 2-5	15 PASSENGER VAN					
	Van 15 Passenger Minimum, 2020 or newer, 15 Passenger Van, Ford Transit XLT or Equal, as per the attached and following Specifications. Make _____ Model _____ Furnish Literature and Specifications. Include Certificate of Title in price of bid. Vendor will be responsible to deliver vans to the City of Mobile Motor Pool. Business License Required (See Instruction #14). Upon award, the City will purchase two (2) 15 Passenger Vans. All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/ If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order.					
TOTAL						

Page 1 of 2

**RETURN ONE SIGNED COPY OF THIS BID
IN ENCLOSED ENVELOPE**

State delivery time within _____ days of receipt of P.O.

Firm Name _____

Typed Signature _____

By _____

We will allow a discount _____ % 20 days from date of receipt of goods and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned unopened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor may be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or cityofmobile.org/taxes.php.
15. If a bid bond is required in the published specifications, see below:
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

Page _____ of _____

We will allow a discount _____ % 20 days from date of receipt of goods and correct invoice of completed order.

SPECIFICATIONS

1 – 5 2020 or Newer 15 Passenger Van with the following **MINIMUM** specifications:

	Yes	No
1. Powertrain – Rear Wheel Drive	_____	_____
2. Engine – Gas 4.3 Liter; V6	_____	_____
3. Alternator – 150 Amps	_____	_____
4. Transmission – 8 speed automatic	_____	_____
5. Rear axle ratio – 3.42	_____	_____
6. Four wheel antilock disc brakes	_____	_____
7. Fuel Tank Capacity – 31 gal.	_____	_____
8. Paint Color - Oxford White	_____	_____
9. Front Suspension – Coil springs and stabilizer bar	_____	_____
10. Rear Suspension – Hypoid drive axle	_____	_____
11. Battery – Heavy Duty 600 cold-cranking amps	_____	_____
12. StabiliTrak – Electronic stability control system with traction control	_____	_____
13. Steering – Power	_____	_____
14. Rear vision camera	_____	_____
15. Swing-out passenger-side door	_____	_____
16. Swing-out rear cargo door windows	_____	_____
17. Swing-out rear side door and rear door windows	_____	_____
18. 12-volt power outlet	_____	_____
19. 120-volt power outlet	_____	_____
20. Radio – AM/FM stereo with MP3 player	_____	_____
21. Air conditioning – Front and Rear	_____	_____
22. Rear auxiliary heater	_____	_____
23. Floor Covering – Full Length Vinyl Floor Covering.	_____	_____

- | | | |
|--|-------|-------|
| 24. Seats –Vinyl. | _____ | _____ |
| 25. Locks – Power. | _____ | _____ |
| 26. Windows – Power. | _____ | _____ |
| 27. Air Bags – Driver and Passenger. | _____ | _____ |
| 28. Brakes – Four Wheel Disc with ABS. | _____ | _____ |
| 29. Keys – Four keys remote keyless entry all programmed | _____ | _____ |
| 30. Bumper to Bumper Warranty - 3YR/36,000 miles | _____ | _____ |
| 31. Delivery Time – 90 days or less from purchase order issue date | _____ | _____ |



PROCUREMENT DEPARTMENT

Potential bidders are responsible to check this site for any **ADDENDUMS** that are issued. It is the responsibility of the **BIDDER** to check for, download, and include with their **BID RESPONSE** any and all **ADDENDUMS** that are issued for a specific **BID** published by the City of Mobile. Failure to download and include **ADDENDUMS** in your **BID RESPONSE** may cause your bid to be rejected.

This is a sealed bid. Any responses faxed or e-mailed will be rejected.

This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.

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Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.

Be sure to sign your bid!

Package/Bid Delivery Address:
Purchasing Department
205 Government St. Room S408
Mobile, AL 36644

(Request First Delivery)



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

To approve issuance of purchase order for 3-year warranty protect fo 52 Rad-57 oximeters.

General Fund

Amount of Contract:

\$36,244.00

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
20200910 Masimo Agenda Package POs	Cover Memo	9/10/2020

REVIEWERS:

Department Reviewer	Action	Date
Mayors Office Wesch, Paul	Approved	9/10/2020 - 1:13 PM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

Sponsored by: Mayor William S. Stimpson

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Purchasing Agent is authorized to execute, for and on behalf of the City of Mobile, a purchase order to the indicated vendor in the approximate amount stated, and to approve the supporting bid award if required, for the following requisition as indicated below and attached herein:

Requisition	Fiscal Year	Department	Description	Amount	Vendor
<u>16091</u>	2020	(1510) FIRE ADMINISTRATION	3-YEAR WARRANTY PROTECTION FOR 52 RAD-57 OXIMETERS (SOLE SOURCE)	\$36,244.00	<u>(280710)</u> <u>MASIMO</u> <u>AMERICAS INC</u>

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

Adopted:

City Clerk

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00016091-00 FY 2020 Acct No: 6120.70.15.0000.0000.1510.0000.0000.42150. Review: Buyer: Status: Approved	Page 1
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Vendor MASIMO AMERICAS INC 52 DISCOVERY IRVINE, CA 92618 Tel#800-326-4890 Fax 949-297-7499	Ship To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD MOBILE, AL 36607 Delivery Reference VICTORIA RICHARDSON Deliver To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD MOBILE, AL 36607
---	--

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
09/10/20	1280710				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
001 WARRANTY EXTENDED AS FOLLOWS:	52.00	697.00000	36244.00
	EACH		

Additional Description Notes

WARRANTY, PROTECTION+ FOR RAD-57, 3 YEAR ; PRODUCT CODE 100-3Y

PRICE IS PER UNIT FOR 3 YEARS IS \$697.00

TOTAL COST FOR 3 YEARS FOR 52 UNITS IS \$36,244.00

A RAD-57 is a handheld oximeter; fully upgradeable rainbow® technology. Get Measure-through Motion™ Masimo SET® oxygen saturation, pulse rate, and perfusion index now, as well as detect carbon monoxide (CO) poisoning on the scene in seconds.

Our history: Looking at the history OF THE 52 UNITS OWNED BY THE MFRD from just late 2018 to present, 21 Rad 57s units for Mobile Fire, have been replaced/repared; current replacement cost is \$4,100 per device; if all devices were replaced that is approx. 86k.

THIS CONTRACT IS FOR A 3 YEAR PERIOD FOR THE ELECTRONIC PULSE OXIMETERS USED BY THE MOBILE FIRE RESCUE DEPARTMENT.

SOLE SOURCED TO THE MANUFACTURER.

FEATURES OF THE PULSE OXIMETER ARE AS FOLLOWS AS PROVIDED BY MFRD.

The following list outlines the key features and benefits of the Rad-57 Handheld Pulse CO-Oximeter. Features and Benefits

- | Clinically proven Masimo SET® technology performance
- | Proven for accurate SpO2 and pulse rate monitoring in motion and low perfusion environments

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00016091-00 FY 2020 Acct No: 6120.70.15.0000.0000.1510.0000.0000.42150. Review: Buyer: Status: Approved	Page 2
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Vendor MASIMO AMERICAS INC 52 DISCOVERY IRVINE, CA 92618 Tel#800-326-4890 Fax 949-297-7499	Ship To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD MOBILE, AL 36607 Delivery Reference VICTORIA RICHARDSON Deliver To FIRE CENTRAL SUPPLY 2851 OLD SHELL ROAD MOBILE, AL 36607
---	--

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
09/10/20	1280710				FIRE ADMINISTRATION

LN	Description / Account	Qty	Unit Price	Net Price
	SpO2, pulse rate, Perfusion Index, total hemoglobin (SpHb)*, Pleth Variability Index (PVI)*, total arterial oxygen content (SpOC)*, carboxyhemoglobin (% SpCO)* and methemoglobin (SpMet)* displays Low Signal IQ (SIQ™) indicator Lightweight, convenient handheld design Over 8 hours of continuous use on 4 AA alkaline batteries Visual battery life indicator Audible Alarm for sensor-off and low battery Alarms for SpO2, PR, SpCO* and SpMet*, SpHb*, PVI* FastSat® (for SpO2 measurement) Three sensitivity levels - Max, Normal and APOD™ (for SpO2 measurement) 72 hours of trending memory Adjustable alarm volume Adjustable averaging 2 to 16 seconds Vendor Item Inventory Item/Loc 12346			

1	6120.70.15.0000.0000.1510.0000.0000.42150.	36244.00
---	--	----------

Ship To
 FIRE CENTRAL SUPPLY
 2851 OLD SHELL ROAD
 MOBILE, AL 36607
 Delivery Reference
 VICTORIA RICHARDSON

Deliver To
 FIRE CENTRAL SUPPLY
 2851 OLD SHELL ROAD
 MOBILE, AL 36607

Bill To ACCOUNTS PAYABLE P O BOX 389 MOBILE, AL 36601 vendorinvoices@cityofmobile.org	Requisition 00016091-00 FY 2020 Acct No: 6120.70.15.0000.0000.1510.0000.0000.42150. Review: Buyer: Status: Approved
--	--

Page 3

 Vendor
 MASIMO AMERICAS INC
 52 DISCOVERY

 Ship To
 FIRE CENTRAL SUPPLY
 2851 OLD SHELL ROAD

IRVINE, CA 92618

MOBILE, AL 36607

 Tel#800-326-4890
 Fax 949-297-7499

 Delivery Reference
 VICTORIA RICHARDSON

 Deliver To
 FIRE CENTRAL SUPPLY
 2851 OLD SHELL ROAD

MOBILE, AL 36607

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
09/10/20	280710				FIRE ADMINISTRATION

LN Description / Account	Qty	Unit Price	Net Price
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Requisition Total	36244.00
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***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
6120.70.15.0000.0000.1510.0000.0000.42150.		
EMERGENCY MEDICAL SVCS EXP	36244.00	213022.47
MAINTENANCE & REPAIRS		

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
Rejected	09/09/20	JOHN PAINE	what for # idf year and # o
Approved	09/10/20	DONNA MICHELE STANLEY	Auto approved by: 9105paij
Approved	09/10/20	DONALD ROSE	Auto approved by: 9105paij
Approved	09/10/20	JOHN PAINE	

Authorized By: _____ Date: _____
Signature



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

John Paine, Purchasing Agent

Sponsored by:

Mayor William S. Stimpson

Purpose and Scope of Project:

Contract with Cintas Corporation No.2 for Uniform and Supply Rental Services

General Fund

Amount of Contract:

approx \$12,000 per month

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
Cintas contract package	Cover Memo	9/3/2020

REVIEWERS:

Department	Reviewer	Action	Date
Legal	Kern, Chris	Approved	9/3/2020 - 2:44 PM
Legal	Kern, Chris	Approved	9/3/2020 - 2:44 PM
Mayors Office	Wesch, Paul	Approved	9/9/2020 - 2:11 PM

AGENDA ITEM SUMMARY SHEET

Agenda of:

Submitted by:

Sponsored by:

Reviewed by:

Routing Authorized:

A brief synopsis and explanation of the following:

FUNDING SOURCE:

Associated Costs:

**If Cost will continue, write "indefinite" and list project annual cost.*

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF MOBILE, ALABAMA, that the Mayor and City Clerk be, and they hereby are, authorized to execute and attest, respectively, for and on behalf of the City of Mobile, a contract, by and between the City of Mobile and Cintas Corporation No. 2, in the amount of approximately \$12,000 per month, for one year, renewable for two additional one year periods without further Council action, for uniform and equipment rental services as needed and as outlined in the contract attached hereto and made a part hereof as though set forth in full.

BE IT FURTHER RESOLVED THAT the City Council of the City of Mobile, Alabama, finds that this resolution is either necessary to respond to COVID-19 or necessary to perform essential minimum functions of the Council.

A copy of said contract is on file in the Office of the City Clerk.

Adopted:

City Clerk

UNIFORM AND MAT RENTAL SERVICES

This is a Contract for Uniform and Mat Rental Service (hereinafter "Agreement") between the City of Mobile, Post Office Box 1827, Mobile, Alabama 36633, an Alabama municipal corporation (hereinafter "the City") and Cintas Corporation No. 2, a corporation organized and existing under the laws of the state of Nevada, (hereinafter "CINTAS"), effective this ____ day of _____, 2020.

WITNESSETH:

The City hereby agrees to purchase from Cintas Corporation No. 2, and Cintas Corporation No 2 hereby agrees to provide to the City, the herein below-described uniform rental services pursuant to the terms and provisions specifically stated in this document in accordance with MASTER AGREEMENT (CONTRACT #R-BB-19002 CONTRACT AMMENDMENT #2) U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE RENEWAL APRIL 1, 2020 – OCTOBER 31, 2023. LEAD AGENCY: PRINCE WILLIAM COUNTY SCHOOL BOARD, MANASSAS, VA. (PWCS).

(EXHIBIT A)

I. ITEMS OR SERVICES TO BE PURCHASED:

SANITIZER SERVICE TO INCLUDE DISPENSER AND SUPPLIES AT THE LOCATIONS LISTED BELOW AND OTHERS TO BE ADDED OR REMOVED AS NEEDED.

**PUBLIC WORKS – ASHLEY ADAMS AND DORIS IRBY
GAYLE STREET – DORIS IRBY
HURTEL STREET – ASHLEY ADAMS**

PUBLIC BUILDINGS/MECHANICAL

OWENS STREET – GREG BLAIZE or MYRA JACKSON

REVENUE DEPARTMENT – LITITIA TRENIER

3 UNITS – 2ND FLOOR GOVERNMENT PLAZA

TREASURY- PANDORA CUNNINGHAM

4 UNITS – 2ND FLOOR GOVERNMENT PLAZA

GOVERNMENT PLAZA ELEVATOR LOBBY - AUTOMATIC UNITS

KAREN WILLIAMSON (ANNE FOLEY)

8 UNITS - SOUTH TOWER FLOORS 2, 3, 4, 5, 9, 10

NORTH TOWER 2 UNITS ON THE 2ND FLOOR

FIRE TRAINING –VICTORIA RICHARDSON

2 UNITS - 860 OWENS STREET OFF VIRGINIA STREET

MIT – ASHLEY TODD

3 UNITS – CHURCH STREET

PARKS SENIOR CENTERS – ASHLEY-NICOLE

3 UNITS: 1 AUTOMATIC UNIT AND 2 MANUAL UNITS CONNIE HUDSON
ON HILLCREST

2 UNITS AT THE PARKWAY CENTER

1 UNIT AT THE TRICKSEY CENTER

POLICE DEPARTMENT – JENNIFER WESSON

20 UNITS

FIRE DEPARTMENT – VICTORIA RICHARDSON

30 UNITS

MOBILE CONVENTION CENTER/CIVIC CENTER/SAENGER

THEATER – BRANT WILHELM

CINTAS will provide uniform services for the employees to be designated in each of the
following departments of the City at the stated locations:

A. Municipal Garage – 770 Gayle Street

B. Inventory Control – 770 Gayle Street

C. Public Works – 770 Gayle Street

- D. Golf Course – Municipal Park
- E. Mobile Museum of Art – Municipal Park
- F. Electrical Department – 854 Gayle Street
- G. West Administrative Center, WAC (Floor Mats Only) – Langan Municipal Park
- H. 5th Precinct (Floor Mats Only) – Airport Boulevard
- I. Public Works (Floor Mats Only) – 770 Gayle Street
- J. Motor Pool (Floor Mats Only) – Broad Street

This Agreement shall include, but not be limited to uniforms for approximately 75 to 400 employees, together with mats as needed at the locations. Additionally, the Municipal Garage at Gayle Street must be provided with a standing rack (or racks) for the hanging of clean garments and one soiled-garment bin. The said rack or racks and soiled-garment bin are to be delivered to the above-referenced, Gayle Street location at no additional charge to the City. Additional departments and or locations can be added with written notice from the City of Mobile Purchasing Department. Additional products can be added, as needed, per Omnia/US Communities Agreement. This includes AED units, First Aid Cabinets and Servicing.

II. UNIFORM SPECIFICATIONS:

Uniform Type

1. **Executive Uniforms** – CINTAS will provide approximately 8 executive uniforms (consisting of 11 suits each) for employees at the Municipal Garage and 2 executive uniforms (consisting of 11 suits each) for employees of Inventory Control; 12 executive uniforms (consisting of 11 suits each) for the Museum of Art and Golf Course –

1 employee – executive trousers only (11 pair) and 1 employee executive shorts only (7 pair). At the request of the City of Mobile, Cintas will provide additional garment types, as needed, in response to emergency situations (ex. COVID-19 PPE.)

Each executive uniform shall consist of:

- a. In the case of Municipal Garage and Inventory Control uniforms:
 - i. One white or light-blue executive shirt with two pockets, either short or long sleeved, composed of 65% polyester and 35% cotton; and
 - ii. One pair of 100% polyester, navy-blue or black executive pants.
 - b. In case of the Museum of Art uniforms:
 - i. One white shirt, either short or long sleeved, with one pocket over the left breast, composed of 65% polyester and 35 % cotton; and
 - ii. One pair of 100% polyester, navy-blue or black executive pants.
 - c. In the case of Azalea City Golf Course:
 - i. Trousers or shorts shall be pleated, 65% polyester/35% cotton, khaki in color.
 - d. Care for executive uniforms: Executive uniforms, both shirts and pants, shall be laundered and pressed prior to delivery to the City each week.
2. **Cotton Uniforms** – CINTAS will provide cotton uniforms (consisting of 11 suits each) for approximately 3 employees at the Municipal Garage.

- a. Each cotton uniform shall consist of:
 - i. One light-blue, long-sleeved shirt composed of 100% cotton;
 - and
 - ii. One pair of navy-blue pants composed of 100% cotton.
- b. Care for cotton uniforms: Cotton uniforms, both shirts and pants shall be laundered and on hangers prior to delivery to the City each week.

3. **Flame Resistant/FR Uniforms** – CINTAS will provide FR uniforms (consisting of 11 suits each) for approximately 31 employees at the Electrical Department.

- a. Each FR uniform shall consists of :
 - i. One light-blue FR, long sleeved shirt;
 - and
 - ii. One pair of FR, navy-blue pants.
- b. Care for cotton uniforms: Cotton uniforms, both shirts and pants shall be laundered in accordance with the FR requirements and on hangers prior to delivery to the City each week.

4. **Industrial Uniforms** – CINTAS will provide industrial uniforms (consisting of 11 suits each) for approximately 200 Public Works, 50 Municipal Garage, 5 Inventory Control, 2 for Museum of Art, 1 for Azalea City Golf Course and 13 Animal Control employees.

- a. Each industrial uniform shall consist of:
 - i. One shirt composed of 65% polyester and 35% cotton in both short and long-sleeves (the lengths to be

hereafter specified by Mobile). Shirts for said
Municipal Garage, Inventory Control, Museum of Art,
Azalea City Golf Course employees shall be postman-
blue. Shirts for 11 Animal Control employees shall be
of a darker color to be picked hereafter by the Animal Control.

- ii. One pair of navy-blue pants composed of 65%
polyester and 35% cotton

- b. Care for industrial uniforms: Industrial uniforms, both shirts
and pants, shall be laundered and on hangers prior to delivery to
the City each week.

III. EMBLEM SPECIFICATIONS:

PUBLIC WORKS, ELECTRICAL, MUNICIPAL GARAGE AND
INVENTORY CONTROL DEPARTMENTS.

CINTAS will provide and affix, both City and name emblems on each work shirt
provided for Public Works, Electrical Department, Municipal Garage and Inventory
Control Departments as follows:

1. Either a “City of Mobile Municipal Garage,” or a “City of Mobile
Inventory Control” (or appropriate department) badge/patch shall be
affixed over the left breast pocket.
2. A badge/patch depicting the individual employee’s name shall be
affixed over the right breast pocket.
3. The border for each badge shall be colored Blue. Public Works border

shall be colored Brown unless requested otherwise.

4. The background color for each badge shall be White.
5. The embroidery color for each badge shall be Blue. Public Works

Embroidery shall be brown unless requested otherwise.

A. ANIMAL SHELTER

1. City will furnish to CINTAS patches which CINTAS shall affix
Appropriately on the left shoulder of Animal Control uniform shirts.
Shirts will have badge tab for Animal Control badges. CINTAS shall
furnish and attach on American Flag to the right shoulder.
2. CINTAS shall embroider the words "City of Mobile Animal Control" in
White on the left chest of the ladies' shirts and shall also be embroidered
on the left chest of the scrub tops both inside and out.

B. AZALEA CITY GOLF COURSE

No patches required.

C. MOBILE MUSEUM OF ART

No patches required.

IV. REPLACEMENT:

Upon the request of the management of the City, CINTAS will replace, at no additional charge, any uniform that becomes unsightly due to stains or fading, or which becomes worn out during the term of this bid. There will not be a charge for uniforms that must be replaced due to intentional damage by City employees or due to

loss, theft or failure to return upon an employee's discontinuance of service. All replacement uniforms must be new (never used).

V. NEW EMPLOYEE:

New uniform delivery date is to be one week from the receipt of the order unless that employee's shirt size is XXX large or larger, or waist size is 48 or larger. Uniform must be new (never used). Embroidered shirts require special handling and are allowed an additional week.

VI. REPAIRS AND ALTERATIONS:

Repairs and alteration cards must be provided by CINTAS. All repairs and size exchanges will be performed by CINTAS at no charge. CINTAS agrees to inspect the uniforms for obvious needed repairs and agrees to perform these repairs when found. There shall be no ancillary charges.

VII. DELIVERY:

All uniforms will be delivered on hangers and each individual's uniforms will be bundled separately. All Municipal Garage uniforms will be hung on the clean garment rack each week. All Public Works uniforms will be hung on the clean garment rack each week. All Electrical Department uniforms be hung on the clean garment rack each week. All inventory count list will be provided for all clean and soiled uniforms each week. Departments utilizing the uniform rental shall have their own clean garment rack and soiled uniform bin at that specified location provided by CINTAS. (Note: Public Works and the Municipal Garage may have additional bin requirements at additional locations.)

An inventory count list will be provided for all clean and soiled uniforms each week.

VIII. DURATION:

This agreement shall be valid for one (1) year from the date of its' execution. The agreement is mutually renewable with the consent of both parties for up to two (2) additional one year periods. Prices and terms are established in this agreement for all City of Mobile Departments. Departments can be added with written notification from the City of Mobile Purchasing Department. A Department can be removed with a 30 day written notice, yet this contract will remain in place for all other Departments.

IX. PRICING:

City of Mobile Uniforms Omnia/US Communities Agreement

Item	Unit Price	11 Sets/ Per Wearer	Replacement Price
Industrial Shirts	\$0.16	\$1.76	\$12.00
Industrial Pants/Shorts	\$0.16	\$1.76	\$12.00
Cotton Shirts	\$0.24	\$2.64	\$15.00
Cotton Pants	\$0.24	\$2.64	\$15.00
Executive Shirts	\$0.22	\$2.42	\$15.00
Executive Pants	\$0.22	\$2.42	\$15.00
Executive Shorts	\$0.24	\$2.64	
Cargo Pants/Shorts	\$0.22	\$2.42	\$15.00
Polos	\$0.27	\$2.97	\$19.00
Hi-Vis T-Shirts	\$0.42	\$5.17	\$19.00
Hi-Vis Shirts/ANSI 2	\$0.56	\$6.16	\$28.00
FR Shirt/Henley	\$0.48	\$5.28	\$65.00
FR Pants	\$0.48	\$5.28	\$60.00

3x5 Scraper Mat (Active)	\$1.50
4x6 Scraper Mat (Active)	\$1.75
3x5 Safety Display Mats	\$1.75
3x4 Floor Matts	\$1.75
3x5 Floor Mats	\$1.75
3x10 Floor Mats	\$3.50
4x6 Floor Mats	\$3.00

Shop Towels	\$6.00 (.06 each)
12"x12" Wiper Boxes – Heavy Duty	\$8.50
100/box Wiper Boxes – All-Purpose	\$6.50

REPLACEMENT CHARGES:

Item	New
Executive Shirt	<u>\$15.00</u>
Executive Pants	<u>\$15.00</u>
Executive Shorts	<u>\$15.00</u>
Cotton Shirts	<u>\$15.00</u>
Cotton Pants	<u>\$15.00</u>

Industrial Shirts	<u>\$12.00</u>
Industrial Pants	<u>\$12.00</u>
Industrial Shorts, Pleated	<u>\$12.00</u>
3/4 Brown Safety Display Mat	<u>\$35.00</u>
3/4 Mats (Brown)	<u>\$35.00</u>
4x10 Mats (Brown)	<u>\$75.00</u>
3x5 Mat (Black)	<u>\$35.00</u>
3x10 Mat (Black)	<u>\$65.00</u>
4x6 mat (Black)	<u>\$75.00</u>
Wiper/Shop/Towels/Rags 12"x12"	<u>\$.45</u>

The City agrees to compensate CINTAS monthly in accordance with the terms and conditions in MASTER AGREEMENT (CONTRACT #R-BB-19002 CONTRACT AMMENDMENT #2) U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE RENEWAL APRIL 1, 2020 – OCTOBER 31, 2023. PRINCE WILLIAM COUNTY SCHOOL BOARD, MANASSAS, VA.

X. BILLING:

All billing to the City by CINTAS shall be by individual invoice addressed to the department being serviced for the services provided the week immediately prior. Actual payment by the City shall be remitted to CINTAS on a monthly basis. CINTAS hereby agrees to submit invoices to each City department for services rendered the preceding month, to the Accounts Payable, City of Mobile, P. O. Box 389, Mobile, AL, 36601 or 205 Government Street, Room 440S, Mobile, AL 36644.

XI. TAXES:

The City is exempt from State of Alabama and City of Mobile taxes.

XII. CANCELLATION:

The City reserves the right to cancel upon thirty (30) days written notice if service is poor or unacceptable. There will be an allowance of up to thirty (30) days to correct deficiencies prior to cancellation conditions previously stated. Should CINTAS desire to cancel this contract, CINTAS must give sixty (60) days written notice prior to cancellation date.

XIII. INDEMNIFICATION:

CINTAS agrees to indemnify and hold the City, its elected officials, agents, and employees, whole and harmless from all costs, liabilities and claims for damages of any kind (including interest and attorneys' fees) arising in any way out of the performance of this Agreement and/or the activities of CINTAS, its principals, directors, agents, servants and employees in the performance of this Agreement, for which the City is alleged to be liable. In the event that the City, through no fault of

its own, is made a party to any lawsuit or legal proceeding arising in any way from this Agreement or any activities conducted pursuant thereto, CINTAS hereby agrees to pay all City's costs of defense, including but not limited to all attorneys' fees, court costs, expert witness fees and other expenses, through trial and, if necessary, appeal. This section is not, as to third parties or to anyone, a waiver of any defense or immunity or statutory damages cap otherwise available to CINTAS or City, and these defenses and matters may be raised in the City's behalf in any action or proceeding arising under this Agreement.

XIV. NOTICES:

Notice for the City shall be mailed to:

City of Mobile Purchasing Department
P. O. Box 1948
Mobile, AL 36633 or
205 Government Street Room 408S, Mobile, AL 36644.

Notices to Provider shall be mailed to:

Cintas Corporation
P. O. Box 190727
Mobile, AL 36619

XV. INSURANCE: For the term of this Agreement, Cintas shall acquire and maintain, in full force and effect, the following liability and comprehensive insurance issued by a company licensed and qualified to do business in the State of Alabama, as Exhibit B, which such insurance shall name the City of Mobile as an additional insured, and shall attach to this Agreement, as proof thereof, a certificate of insurance issued by an agent licensed and qualified to do business in the State of Alabama:

a. General Liability insurance-public liability including premises, products and complete operations.

(1) Bodily injury liability: \$250,000 each person; \$500,000 each occurrence

(2) Property damage liability - \$100,000 each occurrence

Or, in lieu of (1) or (2) above

(3) Bodily injury and property damage combined - \$500,000 per occurrence

b. Comprehensive – Automobile Liability Insurance including owned, non-owned, and hired vehicles.

(1) Bodily injury liability: \$250,000 each person; \$500,000 each occurrence

(2) Property damage liability - \$100,000 each occurrence

Or, in lieu of (1) or (2) above

(3) Bodily injury and property damage combined - \$500,000 per occurrence

If the certificate of insurance referenced in this Agreement does not evidence insurance of owned vehicles, said certificate and this sentence shall evidence the Provider's covenant that it does not own any vehicles and that it will not purchase or obtain any vehicles during the term of this Agreement. Said certificate shall require that said insurance coverage will not be altered or terminated unless the City shall have been given written notice of such alteration or termination.

- XVI. LICENSES, PERMITS, ETC.,** Cintas shall obtain, at its own expense, all necessary professional licenses, permits, insurance authorization and assurances necessary in order to abide by the terms of this Agreement. Exhibit C
- XVII. NONDISCRIMINATION:** Contractor shall comply with all Federal, State and local laws concerning nondiscrimination, including but not limited to City of Mobile Ordinance No. 14-034 which requires, inter alia, that all contractors performing work for the City of Mobile not discriminate on the basis of race, creed, color, national origin or disability, require that all subcontractors they engage do the same, and make every reasonable effort to assure that fifteen percent of the work performed under contract be awarded to socially and economically disadvantaged individuals and business entities.
- XVIII. ASSERTION OF RIGHTS:** Failure by the City to assert a right or Remedy shall not be construed as a waiver of that right or remedy.
- XIX. COMPLIANCE WITH ALABAMA IMMIGRATION LAW:**
- By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom. Verification of Provider's enrollment in the E-Verify program is attached to this Agreement as Exhibit D.
- XX. CERTIFICATE OF AUTHORITY** from the Alabama Secretary of State for foreign corporations to do business in the State of Alabama. Provider's Certificate is attached as Exhibit E to this Agreement and incorporated by reference herein.

XXI. BOYCOTT.

By signing this contract, CINTAS represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

XXII. SIGNATURES:

CITY OF MOBILE, A Municipal Corporation

By: _____
William S. Stimpson, Mayor

ATTEST:

By: _____
Lisa C. Lambert, City Clerk

CINTAS SERVICES

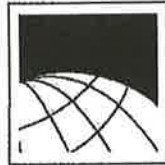
By: _____
Its: _____

ATTEST:

By: _____
Its Secretary
Kevin J. Beebout



EXHIBIT A



Prince William County
PUBLIC SCHOOLS
Providing A World-Class Education

CONTRACT NUMBER: R-BB-19002

This Contract entered into this 13th day December, 2018 by, Cintas Corporation No. 2 (or any of its subsidiaries and affiliates), 6800 Cintas Blvd., Mason OH 45040, hereinafter referred to as the "Contractor" and Prince William County School Board, P.O. Box 389, Manassas, VA 20108, hereinafter referred to as the "Prince William County Public Schools", "Purchasing Agency" or "PWCS".

WITNESSETH that the Contractor and PWCS, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

1. **SCOPE OF CONTRACT:** Contractor shall provide Facilities Management Products and Solutions for Prince William County Schools, Virginia on behalf of all states, local governments, school districts, and higher education institutions in the United States of America, and other governmental agencies and nonprofit organizations.
2. **CONTRACT DOCUMENTS:** The contract documents shall consist of the following:
 - 2.1. This signed Contract document;
 - 2.2. Memorandum of Negotiations dated November 1, 2018 (Attachment A)
3. **CONTRACT TERM AND RENEWAL:**
 - 3.1. The initial term of this contract shall be from December 13, 2018 through October 31, 2023, with the option to renew for two (2) additional two (2) year periods, upon mutual written consent of the parties to the contract. Proposed prices shall remain firm for the initial term of the contract.
 - 3.2. The products and services which are the subject of this Master Agreement may be covered by a service or maintenance agreement. The term of the service or maintenance agreement shall be governed by that document and may survive the expiration of this Master Agreement.
4. **CONTRACT ADMINISTRATOR:** As the Contract Administrator, the following individual, or his designee, shall serve as the interpreter of the conditions of the contract and shall use all powers under the contract to enforce its faithful performance.

Brian Burtner, CPPB, Buyer, (703) 791-8736, burtneba@pwcs.edu
5. **PRICING:** In accordance with applicable percentage discounts and prices, per attached Contractor's response dated September 25, 2018 and negotiated prices/rates negotiated September 25, 2018 (see attached).
6. **PAYMENT TERMS:** 2% Discount Net 15, Standard terms are Net 30 days

7. **TERMINATION FOR CONVENIENCE:**

- 7.1. If this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as a termination fee equal to 50 weeks of rental service.
- 7.2. If this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as a termination fee equal to 36 weeks of rental service.
- 7.3. If this agreement is cancelled for convenience in months nineteen (19) through twenty-four (24) of the term, Customer shall pay as a termination fee equal to 23 weeks of rental service.
- 7.4. If this agreement is cancelled for convenience after 24 months of service, Customer shall pay as a termination fee of 10 weeks of rental service.
- 7.5. Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement or pay for any damaged, lost or unreturned goods at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.

Prince William County does not discriminate against faith-based organizations in accordance with the Code of Virginia, §2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

This contract shall constitute the whole agreement between the parties. There are no promises, terms and conditions, or obligations other than those contained herein, and this contract shall supersede all previous communications, representations, or agreements, written or verbal, between the parties hereto related to the provision of goods (including leases thereof), services and/or insurances described herein.

IN WITNESS THEREOF, the parties have caused this Contract to be executed by the following duly authorized officials:

CONTRACTOR: Cintas Corporation No. 2

Authorized Signature

Type Name

Title

Date

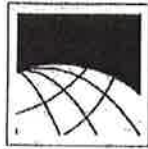
PURCHASING AGENCY:

Authorized Signature

Anthony Crosby, CPPO, CPPB
Type Name

Supervisor of Purchasing
Title

Date



Prince William County
PUBLIC SCHOOLS
Providing A World-Class Education

CONTRACT MODIFICATION

MODIFICATION #2

ISSUE DATE: December 12, 2019

REFERENCE:

Title: Facilities Management Products and Solutions
Contract #: R-BB-19002
Contractor: Cintas Corporation No. 2
Period of Contract: December 13, 2019 through October 31, 2023

Modify the above referenced contract as follows:

1. PWCS authorizes a 1.8% increase to all contracted items per the attached.
2. All non-contracted items are priced pursuant to the structure detailed in the contract R-BB-19002 and through the contract percentage discounts.

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect.

Brian Burtnor, CPPB, VCO
Buyer

CINTAS CORPORATION NO. 2

PRINCE WILLIAM COUNTY PUBLIC SCHOOLS

Signature

Signature

Name and Title

Anthony Crosby, CPPO
Supervisor of Purchasing

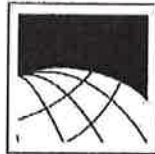
Date

Date

PURCHASING OFFICE

P.O. BOX 389, MANASSAS, VA 20108 • WWW.PWCS.EDU • 703.791.8743, FAX 703.791.8610

Revised 7.12.13



Prince William County
PUBLIC SCHOOLS
Providing A World-Class Education

CONTRACT MODIFICATION

MODIFICATION #1

ISSUE DATE: September 6, 2019

REFERENCE:

Title: Facilities Management Products and Solutions
Contract #: R-BB-19002
Contractor: Cintas Corporation No. 2
Period of Contract: December 13, 2018 through October 31, 2023

Modify the above referenced contract as follows:

1. Contract page 12, Additional Charges, Size Premium, modify to add Size premium defined as shirts 2X and larger and pants inseams size 34 inches and above.
2. Contract page 12, Additional Charges, Size Premium, change contract pricing from \$1.50 to \$0.15 per garment.

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect.

Brian Burtner, CPPB, VCO
Buyer

Cintas Corporation No. 2

Signature

Name and Title

Date

9/6/19

PRINCE WILLIAM COUNTY PUBLIC SCHOOLS

Signature

Anthony Crosby, CPPO
Supervisor of Purchasing

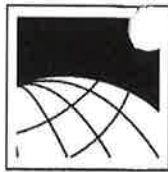
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Revised 7.12.13



Prince William County

PUBLIC SCHOOLS

Providing A World-Class Education

NOTICE OF AWARD

Date: October 5, 2018

Title (commodity): Facilities Management Products and Solutions

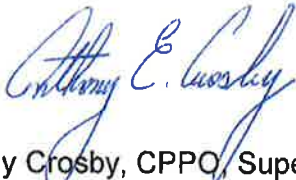
IFB No.: R-BB-19002

Contractor: Cintas Corporation 2

Amount: Requirements Contract

Comments: Awarded to the lowest responsive and responsible bidder. The Procurement file is available in the Purchasing Office for review. Copies of the bid tabulation can be obtained by going to the PWCS Web site. <http://purchasing.departments.pwcs.edu/>

Contact Person: Brian Burtner, Buyer, burtneba@pwcs.edu

Approved By: 
Anthony Crosby, CPPQ, Supervisor of Purchasing

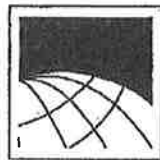
Time Stamped Posting Date

Time Stamped Removal Date

PURCHASING OFFICE

RFP #R-BB-19002 - Facilities Management Products and Solutions

9/14/2018



MEMORANDUM OF NEGOTIATIONS
R-BB-19002

Dated: November 13, 2018

Prince William County Schools (hereinafter called PWCS) and Cintas Corporation No. 2 (hereinafter called the Contractor) hereby agree to the following in the execution of Contract R-BB-19002 for Facilities Management Products and Solutions. The final Contract contains the following documents:

- a. PWCS's Request for Proposal, R-BB-19002, dated July 17, 2018 and Addendum #1, dated August 8, 2018;
- b. Contractor's proposal dated August 13, 2018;
- c. Contractor's responses to Clarification Questions and Negotiations dated September 25, 2018, attached;
- d. Contractor's best and Final Offer, dated October 5, 2018;
- e. PWCS RFP R-BB-19002, General Terms and Conditions, Paragraph 30, Indemnification, is hereby modified to include "to the fullest extent permitted by applicable law".
- f. This Memorandum of Negotiations;
- g. Any subsequent modifications to the Contract.
- h. For FRC garments: Customer agrees it bears sole responsibility for selecting the flame-resistant clothing and fabrics ("FRC") under this Agreement determining whether such items are appropriate for use by its employees and agents in their applicable work environment(s). CUSTOMER ACKNOWLEDGES THAT COMPANY HAS MADE NO REPRESENTATION, WARRANTY, OR COVENANT WITH RESPECT TO THE FLAME-RESISTANT QUALITIES OR OTHER CHARACTERISTICS OF THE FRC OR WITH RESPECT TO THEIR FITNESS OR SUITABILITY FOR THIS OR ANY OTHER PURPOSE. COMPANY MAKES NO REPRESENTATION WHETHER THE FRC CONSTITUTES APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT FOR THE ENVIRONMENT(S) TO WHICH CUSTOMER'S EMPLOYEES OR AGENTS MAY BE EXPOSED OR AS TO THE FRC'S ABILITY TO PROTECT USERS FROM INJURY OR DEATH. Customer agrees to notify all employees and other agents of Customer who may wear or will be wearing the FRC that it is not designed for substantial heat exposure or for use around open flames. Customer acknowledges that compliance with any and all OSHA or other similar regulations or requirements relating to personal protective equipment is the sole responsibility of Customer. Further, Customer releases Company from any and all liability that results or may result from the use of the garments, including but not limited to any alleged

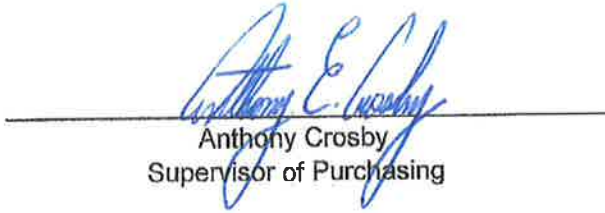
failure of the FRC to function as flame-resistant or provide protection against fire and/or heat. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this Agreement or resulting from Customer's or its employees' use of the FRC.

- i. For high visibility garments: Customer bears sole responsibility for: (a) determining the level of visibility needed by wearers of the garments for their specific work conditions or uses; (b) identifying and selecting which garments meet the required level of visibility for any particular work conditions or uses; and (c) determining when garments require repair or replacement to meet the required level of visibility. If garment needs to be replaced outside of normal wear and tear, the customer will be charged the then current replacement value. Customer acknowledges and understands that the garments alone do not ensure visibility of the wearer. Customer further acknowledges that Company is relying upon Customer to determine whether any garments need repair or replacement to maintain the required level of visibility. Company represents only that the garments supplied satisfy certain ANSI/ISEA standards to the extent the garments are so labeled. Customer acknowledges that Company has made no other representations, covenants or warranties whether express or implied, related to the garments.

ACCEPTED BY:


Contractor Authorized Signature
National Director - Government
Title

12/9/18
Date


Anthony Crosby
Supervisor of Purchasing

12/21/18
Date

1. How often do you update your inventory? Are all new deployments brand new uniforms or are they recycled from past agencies?

All rental uniforms are put through quality inspection weekly when turned in for laundry. If it is determined that a garment needs replaced due to normal wear, it will be upgraded. Age of garment is not a factor as QA is graded upon condition. New wearers could get new uniform if not available in the local stockroom. However, if stock is available, uniforms can be recycled if they are in "like-new" graded condition. Customer can request all new hires get new uniforms, however the lead time to install would be extended.

2. Are your vending options available as a part of this proposal (for scrubs or other uniforms)? If these are available, what is the cost? Yes,

Item Code	Description		List Price	USC Pricing
D10	Small Dispenser			
D16	Medium Dispenser			
D20	Large Dispenser			
R110	Return Unit			
RX	Wall Mounted Unit			

The use of scrub dispensing units is increasing all over college campus' and other public entities. Cintas will continue to focus its sales efforts in this space to also include units that dispense lab coats and other clothing items.

3. Do you offer dielectric testing on your gloves? If so, what would be the cost for this service?

Yes, this is one of Cintas' newest offerings. Please see attached for both additional information about the service and the pricing available.

4. Do you offer wet mats that would be appropriate for showers and locker rooms?

Yes, we offer Drainage Mats which can be used in wet areas. The pricing for this item is [REDACTED]

5. Do you offer calibration on the chemical dilution centers free of charge? Are these installed free of charge?

Yes. Yes

6. Do you work on Halon fire suppression systems?

Yes, Cintas provides this service only in certain markets. Because it is not a nationwide service, it is priced locally to with a [REDACTED] discount, per the US Communities contract.

7. What is the price for the training programs you offer?

The pricing file for Training is attached.

8. What is the process for coil and carpet cleaning? How do you meet environmental regulations for public agencies (such as MS4) for these types of services? Which public agencies have you provided these types of services for in the past?

We have attached the scope of work for both Coil Cleaning and our process for Tile and Carpet Cleaning. As the work of both services is proprietary, we would ask that the attached relative to those services be redacted. While we do have experience with regulations like MS4. We have also attached our protocol for the discharge of both liquid and solid wastes incurred in the performance of these services. Cintas' Deep Clean Technician, Ultraclean-SSR, or Coil Cleaning Technician must sign this document stating that he/she will adhere not only to local, state, and national regulations, but also the procedures set forth in that document. Any violations of the tenets set forth in that document is grounds for the dismissal of the employee.

9. Two of your references were not willing to provide a reference per their statutes and the other three were not responsive. Do you have any other references who could provide feedback on their experience?

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www.lackawannacounty.org

Joseph Patterson, MPA, VCO
Department of Purchasing
Chesterfield County
Phone: 804.717.6307
Pattersonjo@chesterfield.gov

10. How long has the TruCount system been in place? If public agencies are having issues with their uniforms being returned in a timely fashion, what steps can be taken to make sure this doesn't affect the agency's ability to work?
Since 2016, Fulling Implemented across all sites for about a year.
11. What is the lead time for new employees to be fit with uniforms?
Fitting within a week of notice. New site estimated at 4 weeks. New employee at existing site is 2-4 weeks from sizing. Can be 1 week turn if sizes are in stock at local Cintas.
12. What is the lead time for embroidery of new uniforms?
About 2 weeks. Stocked garments purchased directly are embroidered on demand and can be shipped in about a week.
13. What efforts can you make to simplify the invoicing process and make this less hands-on?
We are in the process of scheduling with the EC a demonstration of the www.myCintas-ebilling and servicing platform.
14. Is there a reason that you do not offer volume discounts or ecommerce rebates?
Volume discounts would generally be for direct purchase only. Our local reps have the freedom to price lower than the ceiling price of the agreement so volume discounts for direct purchase items is available.
15. Do you offer prompt payment discounts?
Yes, we can offer 2% Net 15 and Net 30 as standard payment terms
16. Why does California have different pricing for fire and safety?
It cost more to do business in California due to regulatory policies, labor laws, etc.
17. On page 142 you mention "minimal" charges for lockers, rolling racks and soiled hampers. Can these be provided at no charge? Can these be repaired or replaced as needed at no charge?
Yes, these will be No Charge.
18. Please explain the additional charges on page 31 for Garment Rental.
Minimum stop Charge: [REDACTED]-this is the minimum a site can average for Cintas to stop the truck. Agency pays the difference to make the service at least [REDACTED] Ex: Actual weekly rental is [REDACTED] for uniforms and mats. Customer is charged [REDACTED] as the "min stop charge" on top of the [REDACTED] To reach a total of [REDACTED] We normally suggest product additions to equal a min stop so the customer is paying for products/services.
- Lockers: No charge
- Make-up Waived on initial installation and for 30 days of service: this is industry standard charge to set up new uniform wearer after initial install. This covers the cost

on the plant to order, prep, set up the system and sew in the ID tag with the employee information. One-time fee per garment. Ceiling priced.

Emblem-Waived on initial installation and for the first 30 days of service: Local Cost (depending on company name and type of emblem ordered) This is the cost of the actual company emblem that is applied when adding new employee after the initial install.

Name tag- [REDACTED] The cost to set up a name to rental uniform. Normally embroidery. Ceiling Priced.

Size premium per Garment: [REDACTED] this is the price for extended sizes, starting at 2xl and up, there is an addition charge per garment. Ceiling priced.

19. Minimum Order size charges for Garment Rental are not acceptable. Is this negotiable? Minimum Order charges are fully described as the minimum amount charged to the client for stopping the Cintas vehicle and delivering the product or service contracted by the client. Under the pricing file offered in our proposal, the Minimum Order charge is [REDACTED] Cintas is willing to entertain changing the nomenclature on the contract for this charge to something else that would be acceptable to the EC.

20. What is the cost for tailoring (ex. Shortening of pants)?
[REDACTED]

21. Do you offer "tall/Long" sizes?

We do offer tall/long sizes. The charge for shirts in the extended sizes are the same as for size premiums detailed in the Cintas proposal. There are no additional charges for pants for tall sizes.

22. Do you offer summer internships or student programs for college students?

Cintas would be interested in creating with USC members opportunities for internships that coincide with our normal hiring practices for these positions.

23. In Tab 7, Exceptions, the fee for termination for convenience: Is it acceptable to substitute "termination fee" for "liquidated damages"?

Yes, this is negotiable with the contract.

24. Fire Protection sales team: 6 of the states where you have no representation are in U.S. Communities' top 25 states (AL, IA, MN, NC, OR, TN) - are there plans to expand into these states?

Yes, Cintas is striving to grow the division to [REDACTED] in 10 years.

25. Should Brent Schafer be listed as the Executive?

Yes, we can update.

26. What is the Lost Replacement charge for items not listed in the market basket?

The L/R charge will also be reduced by [REDACTED]. See Link below to Cintas full catalog:
www.shopcintas.com

27. Page 85, #7: What happens if a public agency is not able to accommodate net 15 or net 30 payment terms? Is it possible to make the standard payment terms for all product lines Net 30?

Yes; Net 30 is Standard term.

28. Rubber Glove Addendum:

a. What company will be required to purchase from?

Relative to the addendum, the Cintas Head/Hand electrical PPE program is considered a lease only option.

This program is based on Cintas using **National Safety Apparel** for all PPE items listed as well as inspection/certification of voltage rated gloves being leased.

b. No information listed in Schedule A. No pricing, etc.

See attached excel document with pricing. The addendum was a blank template.

c. Will they test gloves already in use or do we have to purchase the gloves new form them to get the testing completed.

No, this program is based on Cintas setting up a new rental solution for Head/Hand PPE.

29. Classroom Safety Training Cost Breakdown:

d. Line 65906 – Is 10 people a minimum or maximum per class? If multiple classes are needed, is the charge of the Instructor per class or one time charge for multiple classes? The class size listed on the price file is the max size per class. This varies per type of class, from 10-25. The charge for the instructor is per class.

e. Line 65908 – What are normal hours and excess hours?

Monday-Friday 8am-5:00pm

Referencing Cintas' response to the initial EC questions/clarifications:

30. Item 15 – Do you offer prompt payment discounts? **This was discussed on the teleconference on September 13. We discussed 2% Net 15 and Net 30 as the standard payment. This needs to be clarified that this is your understanding as well.**

Yes, 2% Net 15 and Net 30 for standard local payment. Updated document.

31. Item 17 – On page 142 you mention "minimal" charges for lockers, rolling racks and soiled hampers. Can you provide these at no charge? Can these be repaired or replaced as needed at no charge? **This was discussed on the teleconference on September 13. This was agreed that these would be at no charge and not that this would be negotiated. Please clarify.**

[REDACTED] Updated document.

32. Item 18 – Please explain additional charges on page 31 for Garment Rental. **This was discussed on the teleconference on September 13. See question 17, this charge should be removed.**

[REDACTED]. Updated document.

33. Item 19 – Stop charges for Garment Rental are not acceptable. Is this negotiable? **This should be called minimum order size, not minimum stop charge.**

Changed language to Minimum Order Size and updated document.

34. Item 26 – What is the Lost Replacement charge for items not listed in the market basket? **Please provide us with a full catalog that the discount by category will be taken from.**

Catalog is online and can be accessed with link: www.shopcintas.com Updated document with the link as well.

35. Item 27 – Page 85, #7: What happens if a public agency is not able to accommodate Net 15 or Net 30 payment terms? Is it possible to make the standard payment terms for all product lines to be Net 30? **This was discussed on the teleconference on September 13. We agreed on Net 30 as standard terms. This needs to be clarified that this is your understanding as well.**

Yes, Net 30 is standard term. Updated document.

Contract #R-BB-19002 - FACILITIES MAINTENANCE SOLUTIONS
DISCOUNT BY PRODUCT CATEGORY

Category	Discount (% from published/ book rate)	Comments
1 Uniform Rental		Cintas has committed to US Communities participating public agencies a 10% discount off of National Account Book Pricing for all items.
2 Uniform Leasing		
3 Uniform Purchase		
4 Shoe Purchase		
5 Mat/Mop Rental		National Account book pricing is, generally, [REDACTED] off of local pricing structure.
6 Mat/Mop Leasing		
7 Mat/Mop Purchase		
8 Restroom Supplies		
9 Restroom Services		
10 Deep Cleaning Services		
11 First Aid/Safety Supplies		Can Vary by product. Minimum savings listed
12 AEDs		
13 Fire Protection Services		
14 Promotional Products		Can Vary by product. Minimum savings listed
15 Miscellaneous		
16 Other		

ANY ITEM NOT INCLUDED ON THE PRICE SHEET SHALL BE PRICED AT 10% OFF NATIONAL VOLUNTARY BOOK PRICING (OR 10% OFF LOCAL BOOK PRICING WHERE NATIONAL BOOK PRICING IS NOT AVAILABLE). ALL PRICES LISTED ARE NOT-TO-EXCEED RATES.

Contract #R-19002 - FACILITIES MAINTENANCE SOLUTIONS
ADDITIONAL CHARGES

Deep Clean					
Set Up Charge	Anytime we have to use the truck to clean a customer				
Truck Movement Charge	Anytime we have to move the truck during a service				
Floor Change Charge per Floor	Anytime/All times we have to change floors during a service				
Furniture Moving Charge per Hour	Used if we have to move an excessive amount of furniture that adds up to at least an hour				
Spotting Price per Hour	Used if we are asked to spot only during a service				
Mileage Charge	Charge per Mile Outside of 60 Minutes from the Location				
Minimum Stop Charge	Minimum amount we have to invoice to service the account				
Wait Charge	Used anytime the customer is not prepared to start their cleaning and we have to wait more than an hour				
Cancellation Charge	Used anytime the customer cancels less than 24 hours before the service				

Garment Rental					
Minimum Order Size	\$				
Lockers	\$				
Make Up -Waived on initial installation and for the 1st 30 days of service	\$				
Emblem -Waived on initial installation and for the 1st 30 days of service	Cost				
Name Tag	\$				
Size Premium (starting at 2XL)	\$				

DEEP CLEANING

Service Description	Description	Price	Pricing Detail
Carpet			
VCT Restoration	Used any time we do a restoration VCT job, which means stripping the floor all the way down and reapplying 4 coats of finish		
VCT Maintenance	Used any time we do a maintenance VCT job, which means top scrubbing the floor down 1-2 coats and reapplying 2 coats of finish		
VCT Maintenance	Used any time we do a cleaning VCT job, which means cleaning the floor with a Pad and Cleaner and NOT reapplying any finish		
Standard Carpet Cleaning	5 Step - PARR Process plus Protectant - Truck Mount		
Standard Carpet Cleaning	4 Step - PARR Process - Truck Mount		
Standard Carpet Cleaning	3 Step - Prespray and Rinse - Truck Mount		
Standard Carpet Cleaning	3 Step - PARR Process plus Protectant - Portable		
Standard Carpet Cleaning	4 Step - PARR Process - Portable		
Standard Carpet Cleaning	2 Step - Prespray and Rinse - Portable		
Wool Carpet Cleaning	2 Step - Prespray and Rinse		
Carpeted Steps	Cleaning Only		If step is determined to be nonstandard, the price is decided locally
Carpet Protectant	If not included with 5 Step		
Carpet Sanitizer	Used anytime we apply a sanitizer after the cleaning		
Carpet Deodorizer	Used anytime we apply a deodorizer after the cleaning		
Low Moisture Process	PrePhotoSonicity, Prespray, Agitate, Respray Spots (No Vacuuming)		Any vacuuming required is in addition to the sq ft price
Standard Tile	5 Step - PARR Process plus Sealer - Truck Mount		
Standard Tile	5 Step - PARR Process 2" or Less - Truck Mount		
Standard Tile	4 Step - PARR Process > 2" - Truck Mount		
Standard Tile	4 Step - PARR Process 2" or Less - Truck Mount		
Sealer (After Cleaning)	Used anytime we apply an impregnating sealer after the cleaning		
Color Seal (After Cleaning)	Color Seal < 2" Tile		
Color Seal (After Cleaning)	Color Seal 2" - 8" Tile		
Color Seal (After Cleaning)	Color Seal > 8" Tile		
Kitchen Cleaning	Used anytime we clean a Kitchen. Does not include Sealer		
Standard Tile	5 Step - PARR Process plus Sealer - Portable		
Standard Tile	5 Step - PARR Process 2" or Less - Portable		
Standard Tile	4 Step - PARR Process > 2" - Portable		
Standard Tile	4 Step - PARR Process 2" or Less - Portable		
Concrete Cleaning	Interior - Truck Mount Only		
Concrete Cleaning	Exterior - Truck Mount Only		
Set Up Charge	Anytime we have to use the truck to reach a customer		
Truck Movement Charge	Anytime we have to move the truck during a service		
Floor Change Charge per Hour	Anytime/All times we have to change floors during a service		
Furniture Moving Charge per Hour	Used if we have to move an excessive amount of furniture that adds up to at least an hour		
Spotting Price per Hour	Used if we are asked to spot only during a service		
Mileage Charge	Charge per Mile Outside of 60 Minutes from the Location		
Minimum Stop Charge	Minimum amount we have to invoice to service the account		
Wait Charge	Used anytime the customer is not prepared to start their cleaning and we have to wait more than an hour		
Cancellation Charge	Used anytime the customer cancels less than 24 hours before the service		
Restroom Cleaning - Spills, UltraClean	Touchless Restroom Cleaning that sanitizes and removes spots from all surfaces, floors & fixtures		Base Charge - Weekly and Every Other Week \$35.00 Monthly \$55.00

ANY ITEM NOT INCLUDED ON THE PRICE SHEET SHALL BE PRICED AT 10% OFF NATIONAL VOLUNTARY BOOK PRICING (OR 10% OFF LOCAL BOOK PRICING WHERE NATIONAL BOOK PRICING IS NOT AVAILABLE). ALL PRICES LISTED ARE NOT-TO-EXCEED RATES.

Uniform Rental Items

Discounts range from 10% to 32% of National Book Price.

All Prices shown are not-to-exceed rates

Item Number	Make	Supplier/Item Number	UCM	Description	Discount Percentage from Discount by Category	Price for weekly rental (no cleaning)	Price for weekly rental (with cleaning)	Charge
1	Cintas	935	EA	Comfort Work Shirts 65/35 Poly Cotton				
2	Cintas	279	EA	High Image Work Shirt 65/35 Poly Cotton				
3	Cintas	68273	EA	High Image Womens Work Shirt 65/35 Poly Cotton				
4	Cintas	945	EA	Comfort Work Pants 65/35 Poly Cotton				
5	Cintas	863	EA	Pleated Comfort Work Pants 65/35 Poly Cotton				
6	Cintas	270	EA	Comfort Work Cargo Pants 65/35 Poly Cotton				
7	Cintas	370	EA	Comfort Work Cargo Short 65/35 Poly Cotton				
8	Cintas	205	EA	Womens Comfort Work Shirt w Pocket 65/35 Poly Cotton				
9	Cintas	330	EA	Cotton Work Shirt 100% Cotton				
10	Cintas	340	EA	Cotton Work Pants 100% Cotton				
11	Cintas	394	EA	Jeans Pant 100% Cotton				
12	Cintas	82570	EA	Chief Coat 65/35 Poly Cotton				
13	Cintas	71125	EA	Elastic Waist Chief Pants w Drawstring 65/35 Poly Cotton				
14	Cintas	833	EA	Food Processing Shirts White/Blue (no pockets, gripless) 65/35 Poly Cotton				
15	Cintas	374	EA	Sterile Dress Shirt 57/43 Poly Cotton				
16	Cintas	275	EA	High Image Performance Polo Shirt 100% Microfiber Poly				
17	Cintas	66275	EA	Womens High Image Performance Polo Shirt 100% Microfiber Poly				
18	Cintas	330	EA	Womens Fit Comfort Work Pant (slim)				
19	Cintas	335	EA	Womens Fit Comfort Work Pant				
20	Cintas	259	EA	Pro-Knit Polo Shirts Moisture Wicking 100% Poly				
21	Cintas	269	EA	Pro-Knit Tee Shirt 100% Poly				
22	Cintas	970	EA	Uned Service Jacket 65/35 Poly Cotton				
23	Cintas	366	EA	High Image Jacket 65/35 Poly Cotton				
24	Cintas	912	EA	Coverall 7.5 oz 65/35 Poly Cotton				
25	Cintas	925	EA	White Lab Coat 80/20 Poly Cotton				
26	Cintas	89497	EA	White Polyester Butcher Coat 100% Poly				
27	Cintas	384	EA	Carhartt Shirt 100% Cotton				
28	Cintas	381	EA	Carhartt 5 Pocket Jeans 100% Cotton				
29	Cintas	382	EA	Carhartt Carpenter Jeans 100% Cotton				
30	Cintas	383	EA	Carhartt Work Pants 100% Cotton				
31	Cintas	280	EA	Flame Resistant Jean				
32	Cintas	280	EA	Flame Resistant Carpenter Jean				
33	Cintas	294	EA	Flame Resistant Work Shirt				
34	Cintas	371	EA	Flame Resistant Work Pant				
35	Cintas	391	EA	Flame Resistant Coverall				
36	Cintas	517	EA	Food Service, Chef Coat XS-XL				
37	Cintas	67627	EA	Food Service, V-Neck Apron One Size				
38	Cintas	517	EA	Food Service, Female Chef Coat XS-XL				
39	Cintas	10195	EA	3x5 Traffic Mat				
40	Cintas	1801	EA	2x3 Spring Mat				
41	Cintas	1802	EA	3x5 Spring Mat				
42	Cintas	24302	EA	3x5 Safety Mat				
43	Cintas	94501	EA	3x5 Logo Mat				
44	Cintas	69113	EA	24 oz Synth Wet Mop				
45	Cintas	9582	EA	Pulse Mop				
46	Cintas	9581	EA	Dual Chamber Mop Basket				
47	Cintas	7116	EA	12" Microfiber Mop Head				
48	Cintas	7001	EA	36" Microfiber Mop Head				
49	Cintas	7245	EA	Microfiber Mop Handle				

Nationwide Usage					Proposed Price/Equipment				
Item Number	Make	Supplier Item Number	UOM	Description	Discount (percentage from Discount by Category)	Purchase Price	Current Ceiling Price	Make/Model of Quoted Item (if different)	Description of Quoted Item (if different)
1	Cintas	935	EA	Comfort Work Shirt 65/35 Poly/Cotton					
2	Cintas	273	EA	High Image Work Shirt 65/35 Poly/Cotton					
3	Cintas	66273	EA	High Image Womens Work Shirt 65/35 Poly/Cotton					
4	Cintas	945	EA	Comfort Work Pant 65/35 Poly/Cotton					
5	Cintas	865	EA	Pleated Comfort Work Pant 65/35 Poly/Cotton					
6	Cintas	270	EA	Comfort WorkGauge Pant 65/35 Poly/Cotton					
7	Cintas	970	EA	Comfort WorkChange Short 65/35 Poly/Cotton					
8	Cintas	205	EA	Womens Comfort Work Shirt W/Pocket 65/35 Poly/Cotton					
9	Cintas	330	EA	Cotton Work Shirt 100% Cotton					
10	Cintas	340	EA	Cotton Work Pant 100% Cotton					
11	Cintas	394	EA	Jeans Pant 100% Cotton					
12	ChefWorks	82670	EA	ChefWorks Chef Coat 65/35 Poly/Cotton Rental Only				65375	ChefWorks Coat Vest Chief Coat 65/35 Poly/Cotton LS Direct Sale
13	ChefWorks	71125	EA	Elastic Waist Chief Pant W/Drawstring 65/35 Poly/Cotton				36550	Beggy Chief Pant 65/35 Poly/Cotton Direct Sale
14	Cintas	833	EA	Food Processing Shirt White/Blue (no pockets, grippers)					
15	Cintas	374	EA	Executive Dress Shirt 57/43 Poly/Cotton					
16	Cintas	275	EA	High Image Performance Polo Shirt 100% Microfiber-Pol					
17	Cintas	66273	EA	Womens High Image Performance Polo Shirt 100% Micro					
18	Cintas	390	EA	Womens Fit Comfort Work pant 65/35 Poly/Cotton (Slim)					
19	Cintas	395	EA	Womens Fit Comfort Work pant 65/35 Poly/Cotton					
20	Cintas	259	EA	Pre-knit Polo Shirts Moisture Wicking 100% Poly					
21	Cintas	268	EA	Pre-knit Polo Shirts 100% Poly					
22	Cintas	970	EA	United Service Jacket 65/35 Poly/Cotton					
23	Cintas	966	EA	High Image Jacket 65/35 Poly/Cotton					
24	Cintas	912	EA	Coverall 7.5 oz 65/35 Poly/Cotton				59925	White Lab Coat 65/20 Poly/Cotton LS Direct Sale
25	Cintas	925	EA	White Lab Coat 65/20 Poly/Cotton Rental Only					
26	Cintas	82497	EA	White Polyester Butcher Coat 100% Poly				332	Cintas Woven Chambray Direct Sale
27	Carhartt	394	EA	Carhartt Shirt 100% Cotton Rental Only				74307	Carhartt Pocket Jeans 100% Cotton Direct Sale
28	Carhartt	381	EA	Carhartt Pocket Jeans 100% Cotton Rental Only				74308	Carhartt Carpenter Jeans 100% Cotton Direct Sale
29	Carhartt	382	EA	Carhartt Carpenter Jeans 100% Cotton Rental Only				74308	Carhartt Work Pants 100% Cotton Direct Sale
30	Carhartt	963	EA	Carhartt Work Pants 100% Cotton Rental Only				63859	Carhartt Carvez Jean Direct Sale
31	Carhartt	280	EA	Carhartt FR Jeans Rental Only				70610	Carhartt FR Carpenter Jean Direct Sale
32	Carhartt	290	EA	Carhartt FR Carpenter Jean Rental Only				60387	Carhartt FR Work Shirt Direct Sale
33	Carhartt	294	EA	Carhartt FR Work Shirt Rental Only				77644	Uterason FR Pant Direct Sale
34	Carhartt	371	EA	Carhartt FR Coverall Rental Only				8723	Tecsafile Plus FR Coverall Direct Sale
35	Carhartt	391	EA	Happy Chef Food Service, Polo Shirt S-XL				65463	Cintas Gripper Snap Polo Direct Sale
36	Happy Chef	8841	EA	Happy Chef Food Service, Polo Shirt S-XL				106452	Cintas Classic Chef Coat Direct Sale
37	Happy Chef	517	EA	Happy Chef Food Service, V-Neck Apron, One Size				82976	Cintas Bib Apron Direct Sale
38	Happy Chef	67627	EA	Happy Chef Food Service, Female Chef Coat S-XL				106943	Cintas Classic Che Coat Womens Direct Sale
39	Happy Chef	517	EA	Happy Chef Food Service, Chef Hat, Student (Barret)					
40	Happy Chef	48480	EA	Happy Chef Food Service, Skull Cap, Flat Top-Chicago					
41	Happy Chef	100446	EA						

Hand & Head Protection Program Options			
Cintas Item Number	Hand Protection Program	Lease/Week	LR Rates
869320700	11" Class 00 Rubber Insulating Gloves - Yellow		
869320350	11" Class 00 Rubber Insulating Gloves - Black		
754910300	ARC Guard FR Knlt Glove		
869380000	10" Leather Protectors		
601960600	Canvas Glove Bag		
	Hand Protection Weekly Cost		
	Head Protection Program		
601940000	Clear Safety Glass		
745030300	12cal PureView Faceshield		
745010000	MSA Slotted Hard Hat - White		
823370200	12cal Balaclava - NAVY		
744370260	Electric Gear Bag		
	Head Protection Weekly Cost		
	Total Program Weekly Cost		

Available Glove Sizes 8-12

ANY ITEM NOT INCLUDED ON THE PRICE SHEET SHALL BE PRICED AT ■■■ OFF NATIONAL VOLUNTARY BOOK PRICING (OR ■■■ OFF LOCAL BOOK PRICING WHERE NATIONAL BOOK PRICING IS NOT AVAILABLE). ALL PRICES LISTED ARE NOT-TO-EXCEED RATES.

SAFETY ITEMS

All Prices shown are not-to-exceed rates

Item Number	Make	Supplier Item Number	Description	UOM	Quantity per UOM	Discount (Percentage from Discount by Category)	Unit Price
1	CINTAS	280020	LENS/SCREEN PADS	EA	100		
2	CINTAS	163050	BURN RELIEF PACKET/	BAG	6 packets		
3	CINTAS	1030300	WOUNDSEAL POUR	EA	2		
4	CINTAS	119260	ALLERGY RELIEF	BOX	2/1Dent blister paks		
5	CINTAS	121220	ALEVE SMALL	BAG	5 packs		
6	CINTAS	573772	DAYQUIL SEVERE	BAG	5 packets		
7	CINTAS	79191	MUCINEX SMALL	BAG	3 packets		
8	CINTAS	111929	IBUPROFEN TABS	BOX	20 packets		
9	CINTAS	112039	COLD RELIEF	BOX	40 packets		
10	CINTAS	12221	LIQUID BANDAGE	BAG	5 pipettes		
11	CINTAS	111989	IBUPROFEN TABS	BOX	50 packets		
12	CINTAS	111999	IBUPROFEN TABS LRG	BOX	125 packets		
13	CINTAS	150110	TWEEZERS METAL	PAC	3 tweezers		
14	CINTAS	51030	HAND SANITIZER	BAG	10 packets		
15	CINTAS	130479	EYEWASH, 1/2OZ	BOX	5 bottles		
16	CINTAS	122249	GLUCOSE, SMALL	PAC	2 packs		
17	CINTAS	102435	LIPAD SMALL	BAG	10 packets		
18	CINTAS	102640	BIOFREEZE MUSCLE	BAG	5 packets		
19	CINTAS	119250	ANTI-DIARRHEAL	BOX	12 caplets		
20	CINTAS	43729	X-LONG BANDAGE	BOX	25 bandages		
21	CINTAS	164010	COOL&SOOTHE	BOX	6 packets		
22	CINTAS	111529	PAIN AWAY X-	BAG	25 packets		
23	CINTAS	43658	WATERPROOF CLEAR	BOX	30 bandages		
24	CINTAS	44269	ELASTIC STRIP	BOX	50 bandages		
25	CINTAS	111180	ASPIRIN ORG ST 50CT	BOX	25 packets		
26	CINTAS	130000	THERA TEARS, SMALL	PAC	4 vials		
27	CINTAS	100019	TRIPLE ANTIBIOTIC	BOX	20 packets		
28	CINTAS	112029	COLD RELIEF	BAG	25 packets		
29	CINTAS	44429	LARGE PATCH 2"X3"	BOX	15 bandages		



Item		Description	Comment	Qty	California Price	USC Pricing (from PDF)
Services:						
SC		Minimum Order Size per stop	Per stop.	ea		
IN		Portable Extinguisher Annual Maintenance Inspection Hand Portable Stored Pressure and CO2 Fire Extinguishers - up to 20#	Per unit.	ea		
Unit Test, Recharge and Repair Parts:						
NSDC2.5		2.5# Stored pressure Dry Chemical - Six Year Test	Includes O-Ring, V-Stem, Service Collar and Six Year Internal Maintenance labor;	ea		
NSDC5		5# Stored pressure Dry Chemical - Six Year Test		ea		
NSDC10		10# Stored pressure Dry Chemical - Six Year Test		ea		
NSDC20		20# Stored pressure Dry Chemical - Six Year Test	Does not include parts not specifically listed or applicable Inspection (IN) Price.	ea		
NHDC2.5		2.5# Stored pressure Dry Chemical - Hydrostatic Test	Includes O-Ring, V-Stem, Service Collar and Hydrostatic Test labor; Does not include parts not specifically listed or applicable Inspection (IN) Price.	ea		
NHDC5		5# Stored pressure Dry Chemical - Hydrostatic Test		ea		
NHDC10		10# Stored pressure Dry Chemical - Hydrostatic Test		ea		
NHDC20		20# Stored pressure Dry Chemical - Hydrostatic Test		ea		
NRDC2.5		2.5# Stored pressure Dry Chemical - Recharge	Includes Recharge Labor, Agent and Service Collar; Does not include parts not specifically listed or applicable Inspection (IN) Price.	ea		
NRDC5		5# Stored pressure Dry Chemical - Recharge		ea		
NRDC10		10# Stored pressure Dry Chemical - Recharge		ea		
NRDC20		20# Stored pressure Dry Chemical - Recharge		ea		
EEPIN		Pull Pin	Per unit.	ea		
New Extinguishers:						
5# ABC Ext		5# ABC Dry Chemical Fire Extinguisher	Per unit.	ea		
10# ABC Ext		10# ABC Dry Chemical Fire Extinguisher	Per unit.	ea		
2.5# ABC Ext		2.1/2# ABC Dry Chemical Fire Extinguisher	Per unit.	ea		
20# ABC Ext		20# ABC Dry Chemical Fire Extinguisher	Per unit.	ea		
Emergency Light Parts and Services:						
INPTT		E-Light Push Test Button - 30 Seconds	Per unit.	ea		
INEL		Emergency Exit Light Inspection (Load Test)	Per unit.	ea		
EXB64		E-Light Battery, 6V, 4A	Per unit.	ea		
EXB67		E-Light Battery, 6V, 7A	Per unit.	ea		
EXB610		E-Light Battery, 6V, 10A	Per unit.	ea		
EXB612		E-Light Battery, 6V, 12A	Per unit.	ea		
EXL15T6		E-Light Bulb, 145V, 15W	Per unit.	ea		
EXL20		E-Light Bulb, 120V, 20W	Per unit.	ea		

ANY ITEM NOT INCLUDED ON THE PRICE SHEET SHALL BE PRICED AT 10% OFF NATIONAL VOLUNTARY BOOK PRICING (OR 10% OFF LOCAL BOOK PRICING WHERE NATIONAL BOOK PRICING IS NOT AVAILABLE). ALL PRICES LISTED ARE NOT-TO-EXCEED RATES.



Item		Description	Inspection & Parts	Comment	Qty	US Price	California Price	USC Pricing	% Savings from US Price
INKS	Kitchen System Inspection - single or first tank		Per system.		ea				
INKST	Kitchen System Inspection - remote or additional tank		Per additional tank.		ea				
EELINK	Fusible Link		Per unit.		ea				



Item	Description	Inspection & Parts	Comment	Qty	California Price	USC Price
INSPW	Annual Sprinkler Inspection Wet - Initial Riser	Per riser.		ea		
INSPR	Annual Sprinkler Inspection Wet - Additional Riser	Per riser.		ea		
INSPBFIRE	Fire line backflow test per valve	Per unit.		ea		
INSPD	Sprinkler Inspection (Dry)	Per riser.		ea		
INSPBFDO	Inspection Back Flow - Domestic or Irrigation (per	Per unit.		ea		

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NATIONAL BOOK PRICING IS NOT AVAILABLE). ALL PRICES LISTED ARE NOT-TO-
EXCEED RATES.



Item		Description	Comment	Qty	California Price	USC Pricing
Inspection & Parts						
INFA	Annual Fire Alarm System Inspection	Per panel.		ea		
INFAID	Devices Per Device (some det. bell, horn, strobe, pull station)	Per device.		ea		
INFADD	Duct Detectors	Per unit.		ea		

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FIRE LABOR RATES			
ITEM	Unit	CA Price	USC Price
Labor - Regular	ea		
Labor - Overtime	ea		
Labor - Weekend/Holiday	ea		
Emergency Service Call	ea		

Cintas First Aid Training List
for U.S. Communities
#R-BB-19002

Course Material # (SAP)	Course Description	Class Duration	Duration Type	Expiration	Expiration Type	Certification	Class Size	US Communities Contract Pricing Price	Price Per
65001	CPR/FIRST AID/AED COURSE (HeartSaver First Aid with CPR & AED)	7	Hours	2	Years	AHA	9	\$	Per Class
65013	CPR/FIRST AID/AED/BBP COURSE	1	Days	2	Years	AHA	9	\$	Per Class
65003	BBP AWARENESS CLASS	1	Hours	1	Years	CLMI	0	\$	Per Class
65004	PEDIATRIC FIRST AID COURSE	3 1/2	Hours	2	Years	AHA	9	\$	Per Class
65009	FIRST AID COURSE	3.5	Hours	2	Years	AHA	9	\$	Per Class
65013	INFANT CHILD SUPPLEMENT (CPR/AED)	1	Hours	2	Years	AHA	min 8	\$	Per Person
65016	CPR/FIRST AID/AED (PER STUDENT)	7	Hours	2	Years	AHA	min 8	\$	Per Person
65017	FIRST AID COURSE (PER STUDENT)	3 1/2	Hours	2	Years	AHA	min 8	\$	Per Person
65001B	CPR/AED COURSE (PER STUDENT)	4	Hours	2	Years	AHA	min 8	\$	Per Person
65019	BLS HCP (PER STUDENT)	5	Hours	2	Years	AHA	9	\$	Per Class
65021	CPR/AED COURSE	4	Hours	2	Years	AHA	8	\$	Per Class
65022	BLS HEALTHCARE PROVIDER	8	Hours	2	Years	AHA	25	\$	Per Class
65024	OXYGEN AWARENESS CLASS	1	Hours	1	Years	COAST	25	\$	Per Class
65024	AHA HEART SAVER PEDIATRIC 3 HO	3	Hours	2	Years	AHA	9	\$	Per Person

*CPR/First Aid uses the HeartSaver First Aid with CPR & AED student manuals but teach only the First Aid and CPR sections of the course.

**Course hours are based on adult only courses and will be longer if pediatric training is done.

***Open Enrollment classes are based on local schedules and availability.

****Additional charges apply for remote class locations and classes outside of normal business hours.

ONLINE CPR, FIRST AID & AED TRAINING

650311	HEARTSAVER FIRST AID, CPR & AED ONLINE CLASS (SKILLS CHECK SEPARATE, SEE BELOW)	2 1/2	Hours	2	Years	AHA	1	\$	Per Person
650143	HEARTSAVER FIRST AID, CPR & AED SKILLS CHECK (CAN DO UP TO 2 PEOPLE AT A TIME)	45	Minutes	2	Years	AHA	1	\$	Per Person
650301	HEARTSAVER FIRST AID ONLINE CLASS (SKILLS CHECK SEPARATE, SEE BELOW)	2	Hours	2	Years	AHA	1	\$	Per Person
650142	HEARTSAVER FIRST AID SKILLS CHECK (CAN DO UP TO 2 PEOPLE AT A TIME)	30	Minutes	2	Years	AHA	1	\$	Per Person
650321	HEARTSAVER CPR & AED ONLINE CLASS (SKILLS CHECK SEPARATE, SEE BELOW)	1 1/2	Hours	2	Years	AHA	1	\$	Per Person
650141	HEARTSAVER CPR SKILLS CHECK	20	Minutes	2	Years	AHA	1	\$	Per Person

CLASSROOM SAFETY TRAINING

65205	CONFINED SPACE CLASS	2	Hours	1	Years	CLMI	10	\$	Per Class
65206	FALL PROTECTION CLASS	2	Hours	1	Years	CLMI	10	\$	Per Class
65207	AERIAL LIFT SAFETY CLASS	2	Hours	0	None	CLMI	10	\$	Per Class
65208	FORKLIFT CERTIFICATION CLASS	4	Hours	1	Years	CLMI	10	\$	Per Class
65209	FORKLIFT CERTIFICATION (PER PERSON)	4	Hours	1	Years	CLMI	MIN 5	\$	Per Person
652091	FORKLIFT SKILLS TEST (PER PERSON)	20	Minutes	3	Years	CLMI	MIN 5	\$	Per Person
65211	CRANE SAFETY CLASS	2	Hours	0	None	CLMI	10	\$	Per Class
652111	CRANE SAFETY TESTING	15	Minutes	0	None	CLMI	10	\$	Per Class
65212	SAFETY COMMITTEE CLASS	2	Hours	1	Years	CINTS	15	\$	Per Class
65214	BACK SAFETY CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65216	ERGONOMICS CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65218	EMERGENCY PREPAREDNESS CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65220	EYE PROTECTION CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65221	SLIPS TRIPS & FALLS CLASS	2	Hours	1	Years	CINTS	25	\$	Per Class
65222	FIRE SAFETY CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65226	HAZARD COMMUNICATION CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65230	HEARING SAFETY CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65231	HEAT INJURY PREVENTION CLASS	1	Hour	1	Years	CLMI	15	\$	Per Class
65232	HOUSEKEEPING CLASS	2	Hours	1	Years	CLMI	10	\$	Per Class
65234	LOCKOUT TAGOUT CLASS	2	Hours	1	Years	CLMI	10	\$	Per Class
65236	MACHINE GUARDING CLASS	2	Hours	1	Years	CLMI	10	\$	Per Class
65240	PPE CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65252	RESPIRATORY SAFETY CLASS	2	Hours	1	Years	CLMI	15	\$	Per Class
65254	SAFETY PROGRAM MGMT CLASS	2	Hours	1	Years	CINTS	0	\$	Per Class
65260	GENERAL SAFETY TOPICS CLASS	2	Hours	1	Years	CINTS	0	\$	Per Class
65290	WRITTEN COMPLIANCE PROGRAM	4	Hours	1	Years	OSHA	0	\$	Per Person
65400	OSHA 10 HOUR GENERAL INDUSTRY	2	Days	3	Years	OSHA	0	\$	Per Person
65402	OSHA 30 HOUR GENERAL INDUSTRY	4	Days	3	Years	OSHA	0	\$	Per Person
65404	OSHA 10 HOUR CONSTRUCTION CLAS	2	Days	3	Years	OSHA	0	\$	Per Person
65406	OSHA 30 HOUR CONSTRUCTION CLAS	4	Days	3	Years	OSHA	0	\$	Per Person

65500	RESPIRATOR FIT TESTING	20	Minutes	1	Years	CINTS	0	\$	Per Person
65501	RESPIRATORY SAFETY CLASS WITH FIT TEST	4	Hours	1	Years	CINTS	12	\$	Per Class
65502	SAFETY AUDIT	2	Hours	1	Years	CINTS	0	\$	Per Class
65503	EMERGENCY RESPONSE TRAINING CL	4	Hours	1	Years	CINTS	0	\$	Per Class
65504	WRITTEN SAFETY & HEALTH PROGRAM	1	Days	1	Years	CINTS	1	\$	Per Person
65905	CLASS CANCELLATION FEE	0	None	0	None	CINTS		\$	
65906	INSTRUCTOR TRAVEL FEE	0	None	0	None	CINTS		\$	Per Class
65908	AFTER HOURS FEE	0	None	0	None	CINTS		\$	Per Class

EXHIBIT B



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
06/09/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Northeast, Inc. c/o Aon Client Services 4 Overlook Point Lincolnshire IL 60069 USA	CONTACT NAME:	
	PHONE (A/C. No. Ext): (866) 283-7122	FAX (A/C. No.): (800) 363-0105
INSURED Cintas Corporation and its Subsidiaries 6800 Cintas Blvd PO Box 625737 Cincinnati OH 45262 USA	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: The Travelers Indemnity Co of CT	25682
	INSURER B: Travelers Property Cas Co of America	25674
	INSURER C: Westchester Fire Insurance Company	10030
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 570082078050 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS.

INSR LTR		TYPE OF INSURANCE	ADOL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	Limits shown are as requested	
								LIMITS	
A	X	COMMERCIAL GENERAL LIABILITY			HC2EGLSA472M4731TCT19	07/01/2019	07/01/2020	EACH OCCURRENCE	\$2,000,000
		☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	X	Contractual Liability						MED EXP (Any one person)	\$5,000
		GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$1,000,000
		☐ POLICY ☐ PRO-JECT ☒ LOC						GENERAL AGGREGATE	\$2,000,000
		OTHER:						PRODUCTS - COMP/OP AGG	\$1,000,000
A		AUTOMOBILE LIABILITY			HC2E-CAP-472M4651-TCT-19 AOS	07/01/2019	07/01/2020	COMBINED SINGLE LIMIT (Ea accident)	\$5,000,000
	X	ANY AUTO						BODILY INJURY (Per person)	
		OWNED AUTOS ONLY						BODILY INJURY (Per accident)	
		HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	
	X	Comp/Coil \$0 Ded.							
C	X	UMBRELLA LIAB	X		G22035277014	07/01/2019	07/01/2020	EACH OCCURRENCE	\$5,000,000
		EXCESS LIAB						AGGREGATE	\$5,000,000
		DED ☒ RETENTION \$10,000							
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			HC2JUB472M470619 WC-AOS	07/01/2019	07/01/2020	☒ PER STATUTE ☐ OTH-ER	
B		ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	HRJUB472M469919 WC - MA, WI	07/01/2019	07/01/2020	E.L. EACH ACCIDENT	\$2,000,000
								E.L. DISEASE-EA EMPLOYEE	\$2,000,000
								E.L. DISEASE-POLICY LIMIT	\$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Mobile is included as Additional Insured on the General Liability policy, but only with respect to work performed under contract between the Certificate Holder and the Insured.

CERTIFICATE HOLDER**CANCELLATION**

City of Mobile Attn: John Paine 205 Government Street 4th Floor South Tower Mobile AL 36644 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Northeast, Inc.</i>

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EXHIBIT C

CITY OF MOBILE BUSINESS LICENSE

Mobile, Alabama

POST IN A CONSPICUOUS PLACE - LICENSE IS NOT TRANSFERABLE

Issued to:

**CINTAS CORP 2 LOC 211 T4
5679 COMMERCE BOULEVARD EAST
MOBILE AL 36619**

YEAR	LICENSE NO.
2020	56619
ISSUED	EXPIRES
6/9/2020	12/31/2020

532299 LEASE/RENT-TANG.PER.PROP - NEC



Gwendolyn P. Hall, Revenue Director
City of Mobile Revenue Department

www.cityofmobile.org/html/departments/revenue

**CINTAS CORP 2 LOC 211 T4
5679 COMMERCE BOULEVARD EAST
MOBILE AL 36619**

EXHIBIT D



Company ID Number: 19959

Client Company ID Number: 529104

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS USING A E-VERIFY EMPLOYER AGENT

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS), Cintas Corporation (Employer), and TALX Corporation (E-Verify Employer Agent) regarding the Employer's and E-Verify Employer Agent's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), the Employer, and the E-Verify Employer Agent. References to the Employer include the E-Verify Employer Agent when acting on behalf of the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts or to verify the entire workforce if the contractor so chooses.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor with the FAR E-Verify clause") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer (through the E-Verify Employer Agent) with available information that will allow the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide the Employer and E-Verify Employer Agent appropriate assistance with operational problems that may arise during the Employer's participation in E-Verify. SSA agrees to provide the E-Verify Employer Agent with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.

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3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

4. SSA agrees to provide a means of automated verification that is designed (in conjunction with DHS's automated system if necessary) to provide confirmation or tentative nonconfirmation of U.S. citizens' employment eligibility within 3 Federal Government work days of the initial inquiry.

5. SSA agrees to provide a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and non-citizens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

B. RESPONSIBILITIES OF DHS

1. After SSA verifies the accuracy of SSA records for employees through E-Verify, DHS agrees to provide the Employer (through the E-Verify Employer Agent) access to selected data from DHS's database to enable the Employer (through the E-Verify Employer Agent) to conduct, to the extent authorized by this MOU:
 - Automated verification checks on employees by electronic means, and
 - Photo verification checks (when available) on employees.
2. DHS agrees to provide to the Employer and E-Verify Employer Agent appropriate assistance with operational problems that may arise during the Employer's participation in E-Verify. DHS agrees to provide the E-Verify Employer Agent names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to make available to the Employer (through the E-Verify Employer Agent), at the E-Verify Web site and on the E-Verify Web browser, instructional materials on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify. DHS agrees to provide training materials on E-Verify.
4. DHS agrees to provide to the Employer (through the E-Verify Employer Agent) a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer (through the E-Verify Employer Agent) anti-discrimination

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notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.

5. DHS agrees to issue the E-Verify Employer Agent a user identification number and password that will be used exclusively by the E-Verify Employer Agent, on behalf of the Employer, to verify information provided by employees with DHS's databases.
6. DHS agrees to safeguard the information provided to DHS by the Employer (through the E-Verify Employer Agent), and to limit access to such information to individuals responsible for the verification of employees' employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and Nationality Act (INA) and Federal criminal laws, and to administer Federal contracting requirements.
7. DHS agrees to provide a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative nonconfirmation of employees' employment eligibility within 3 Federal Government workdays of the initial inquiry.
8. DHS agrees to provide a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS (through the E-Verify Employer Agent) in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system.
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.
3. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual. The Employer will obtain the E-Verify User Manual from the E-Verify Employer Agent.
4. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish

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identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 1-888-464-4218.

- If an employee presents a DHS Form I-551 (Permanent Resident Card) or Form I-766 (Employment Authorization Document) to complete the Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The photocopy must be of sufficient quality to allow for verification of the photo and written information. The employer will use the photocopy to verify the photo and to assist DHS with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form I-9. DHS may in the future designate other documents that activate the photo screening tool.
5. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 4 above; (2) a rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in good faith compliance with the terms and conditions of E-Verify; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ an employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any action taken in good faith based on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 and E-Verify system compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.
6. The Employer agrees to initiate E-Verify verification procedures (through the E-Verify Employer Agent), for new employees within 3 Employer business days after each employee has been hired (but after both sections 1 and 2 of the Form I-9 have been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify User Manual, or in the case of Federal contractors with the FAR E-Verify clause, the E-Verify User Manual for Federal Contractors. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. Employers may initiate verification, through the E-Verify Employer Agent, by notating the Form I-9 in circumstances where the

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employee has applied for a Social Security Number (SSN) from the SSA and is waiting to receive the SSN, provided that the Employer (through the E-Verify Employer Agent) performs an E-Verify employment verification query using the employee's SSN as soon as the SSN becomes available.

7. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use not authorized by this MOU. Employers must use E-Verify (through its E-Verify Employer Agent) for all new employees, unless an Employer is a Federal contractor that qualifies for the exceptions described in Article II.D.1.c. Except as provided in Article II.D, the Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. The Employer understands that if the Employer uses the E-Verify system for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its access to SSA and DHS information pursuant to this MOU.
8. The Employer (through its E-Verify Employer Agent) agrees to follow appropriate procedures (see Article III. below) regarding tentative nonconfirmations, including notifying employees in private of the finding and providing them written notice of the findings, providing written referral instructions to employees, allowing employees to contest the finding, and not taking adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.
9. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo non-match, does not establish, and should not be interpreted as evidence, that the employee is not work authorized. In any of the cases listed above, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status (including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, refusing to assign the employee to a Federal contract or other assignment, or otherwise subjecting an employee to any assumption that he or she is unauthorized to work, or otherwise mistreating an employee) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final

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nonconfirmation may call E-Verify at 1-888-464-4218 or OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

10. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA, as applicable, by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the unfair immigration-related employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).
11. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
12. The Employer agrees that it will use the information it receives from SSA or DHS (through the E-Verify Employer Agent) pursuant to E-Verify and this MOU only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.
13. The Employer acknowledges that the information which it receives through the E-Verify Employer Agent from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.
14. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, including by permitting DHS and SSA, upon reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a timely and accurate manner to DHS requests for information relating to their participation in E-Verify.



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D. RESPONSIBILITIES OF FEDERAL CONTRACTORS WITH THE FAR E-VERIFY CLAUSE

1. The Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any existing employee assigned to the contract and all new hires, as discussed in the Supplemental Guide for Federal Contractors. Once an employee has been verified through E-Verify by the Employer, the Employer may not reverify the employee through E-Verify.
 - a. Federal contractors with the FAR E-Verify clause agree to become familiar with and comply with the most recent versions of the E-Verify User Manual for Federal Contractors and the E-Verify Supplemental Guide for Federal Contractors.
 - b. Federal contractors with the FAR E-Verify clause agree to complete a tutorial for Federal contractors with the FAR E-Verify clause.
 - c. Federal contractors with the FAR E-Verify clause not enrolled at the time of contract award: An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor with the FAR E-Verify clause in E-Verify within 30 calendar days of contract award and, within 90 days of enrollment, begin to use E-Verify to initiate verification of employment eligibility of new hires of the Employer who are working in the United States, whether or not assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within 3 business days after the date of hire. Once enrolled in E-Verify as a Federal contractor with the FAR E-Verify clause, the Employer must initiate verification of employees assigned to the contract within 90 calendar days from the time of enrollment in the system and then selecting which employees will be verified in E-Verify or within 30 days of an employee's assignment to the contract, whichever date is later.
 - d. Employer that are already enrolled in E-Verify at the time of a contract award but are not enrolled in the system as a Federal contractor with the FAR E-Verify clause: Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to initiate verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire. Employers enrolled in E-Verify as other than a Federal contractor with the FAR E-Verify clause, must update E-Verify to indicate that they are a Federal contractor with the FAR E-Verify clause within 30 days after assignment to the contract. If the Employer is enrolled in E-Verify for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within 3 business days

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after the date of hire. An Employer enrolled as a Federal contractor with the FAR E-Verify clause in E-Verify must initiate verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

- e. Institutions of higher education, State, local and tribal governments and sureties: Federal contractors with the FAR E-Verify clause that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), State or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors with the FAR E-Verify clause may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. The provisions of Article II, part D, paragraphs 1.a and 1.b of this MOU providing timeframes for initiating employment verification of employees assigned to a contract apply to such institutions of higher education, State, local, tribal governments, and sureties.
- f. Verification of all employees: Upon enrollment, Employers who are Federal contractors with the FAR E-Verify clause may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only new employees and those existing employees assigned to a covered Federal contract. After enrollment, Employers must elect to do so only in the manner designated by DHS and initiate E-Verify verification of all existing employees within 180 days after the election.
- g. Form I-9 procedures for existing employees of Federal contractors with the FAR E-Verify clause: Federal contractors with the FAR E-Verify clause (through their E-Verify Employer Agent) may choose to complete new Forms I-9 for all existing employees other than those that are completely exempt from this process. Federal contractors with the FAR E-Verify clause may also update previously completed Forms I-9 to initiate E-Verify verification of existing employees who are not completely exempt as long as that Form I-9 is complete (including the SSN), complies with Article II.C.4, the employee's work authorization has not expired, and the Employer has reviewed the information reflected in the Form I-9 either in person or in communications with the employee to ensure that the employee's stated basis in section 1 of the Form I-9 for work authorization has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen). If the Employer is unable to determine that the Form I-9 complies with Article II.C.4, if the employee's basis for work authorization as attested in section 1 has expired or changed, or if the Form I-9 contains no SSN or is otherwise incomplete, the Employer shall complete a new I-9 consistent with Article II.C.4, or update the previous I-9 to provide the necessary information. If section 1 of the Form I-9 is otherwise valid and up-to-date and the form otherwise complies with Article II.C.4, but reflects documentation (such as a U.S. passport or Form I-551) that expired subsequent

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to completion of the Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.C.4, subject to any additional or superseding instructions that may be provided on this subject in the Supplemental Guide for Federal Contractors. Nothing in this section shall be construed to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU, or to authorize verification of any existing employee by any Employer that is not a Federal contractor with the FAR E-Verify clause.

2. The Employer understands that if it is a Federal contractor with the FAR E-Verify clause, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

E. RESPONSIBILITIES OF THE E-VERIFY EMPLOYER AGENT

1. The E-Verify Employer Agent agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the E-Verify Employer Agent representatives who will be accessing information under E-Verify.
2. The E-Verify Employer Agent agrees to become familiar with and comply with the E-Verify User Manual and provide a copy of the manual to the Employer so that the Employer can become familiar with and comply with E-Verify policy and procedures.
3. The E-Verify Employer Agent agrees that any E-Verify Employer Agent Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.
 - a. The E-Verify Employer Agent agrees that all E-Verify Employer Agent representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify, including any tutorials for Federal contractors if the Employer is a Federal contractor.
 - b. Failure to complete a refresher tutorial will prevent the E-Verify Employer Agent and Employer from continued use of the program.
4. The E-Verify Employer Agent agrees to obtain the necessary equipment to utilize E-Verify.
5. The E-Verify Employer Agent agrees to provide the Employer with the notices described in Article II.B.4 above.
6. The E-Verify Employer Agent agrees to initiate E-Verify procedures on behalf of the Employer in accordance with the E-Verify Manual and E-Verify Web-Based Tutorial. The E-Verify Employer Agent will query the automated system using information provided by the Employer and will immediately communicate the response back to the Employer. If the automated system to be queried is temporarily unavailable, the 3-day

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time period is extended until it is again operational in order to accommodate the E-Verify Employer Agent's attempting, in good faith, to make inquiries on behalf of the Employer during the period of unavailability. In all cases, the E-Verify Employer Agent will use the SSA verification procedures first, and will use DHS verification procedures only as directed by the SSA verification response.

7. The E-Verify Employer Agent agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, including by permitting DHS and SSA, upon reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the use of E-Verify, and to respond in a timely and accurate manner to DHS requests for information relating to their participation in E-Verify.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer (through the E-Verify Employer Agent), will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.
3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a system-generated referral letter and instruct the employee to visit an SSA office within 8 Federal Government work days. SSA will electronically transmit the result of the referral to the Employer (through the E-Verify Employer Agent) within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.
4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

B. REFERRAL TO DHS

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1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. If the Employer finds a photo non-match for an employee who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact DHS through its toll-free hotline (as found on the referral letter) within 8 Federal Government work days.
5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer (or the E-Verify Employer Agent) will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:
 - Scanning and uploading the document, or
 - Sending a photocopy of the document by and express mail account (paid for at employer expense).
7. If the Employer (through the E-Verify Employer Agent) determines that there is a photo non-match when comparing the photocopied List B document described in Article II.C.4 with the image generated in E-Verify, the Employer (through the E-Verify Employer Agent) must forward the employee's documentation to DHS using one of the means described in the preceding paragraph, and allow DHS to resolve the case.

ARTICLE IV

SERVICE PROVISIONS

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The SSA and DHS will not charge the Employer or the E-Verify Employer Agent for verification services performed under this MOU. DHS is not responsible for providing the equipment needed to make inquiries. A personal computer with Internet access is needed to access the E-Verify System.

ARTICLE V

PARTIES

- A. This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual, the E-Verify User Manual for Federal Contractors, or the E-Verify Supplemental Guide for Federal Contractors. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials. An Employer that is a Federal contractor with the FAR E-Verify clause may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such a circumstance, the Federal contractor with the FAR E-Verify clause must provide written notice to DHS. If an Employer that is a Federal contractor with the FAR E-Verify clause fails to provide such notice, that Employer will remain a participant in the E-Verify program, will remain bound by the terms of this MOU that apply to participants that are not Federal contractors with the FAR E-Verify clause, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
- B. Notwithstanding Article V, part A of this MOU, DHS may terminate access to E-Verify if it is deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the E-Verify Employer Agent or the Employer, or a failure on the part of either to comply with established procedures or legal requirements. The Employer understands that if it is a Federal contractor with the FAR E-Verify clause, termination of this MOU by any party for any reason may negatively affect the Employer's performance of its contractual responsibilities.
- C. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- D. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the E-Verify Employer Agent, the Employer, or their agents, officers, or employees.

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- E. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the E-Verify Employer Agent or the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the E-Verify Employer Agent or the Employer.
- F. Participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).
- G. The foregoing constitutes the full agreement on this subject between DHS, the Employer and the E-Verify Employer Agent.

Cintas Corporation (Employer) hereby designates and appoints **TALX Corporation** (E-Verify Employer Agent), including its officers and employees, as the E-Verify Employer Agent for the purpose of carrying out **Cintas Corporation** (Employer) responsibilities under the MOU between the Employer, the E-Verify Employer Agent, and DHS.



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The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer, the E-Verify Employer Agent and DHS respectively.

If you have any questions, contact E-Verify at 1-888-464-4218.

Approved by:

Employer Cintas Corporation

C. McFerrin
Name (Please Type or Print)

[Signature]
Signature

General Manager
Title

6-8-2020
Date

E-Verify Employer Agent TALX Corporation

Jerald Jackson

Name (Please Type or Print)

Title

Electronically Signed
Signature

03/29/2012
Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)

Title

Electronically Signed
Signature

04/26/2012
Date

Information Required For the E-Verify E-Verify Employer Agent Program

Information relating to your Company:

Company Name: Cintas Corporation



Company ID Number: 19959
Client Company ID Number: 529104

Company Facility Address:6800 Cintas Blvd

Mason, OH 45040

County or Parish:WARREN

Employer Identification
Number: 311703809

North American Industry
Classification Systems
Code: 812

Administrator:

Number of Employees: 10,000 and over

EXHIBIT E



Alabama Secretary of State



Cintas Corporation No.2	
Entity ID Number	917 - 155
Entity Type	Foreign Corporation
Principal Address	6800 CINTAS BLVD CINCINNATI, OH 45262
Principal Mailing Address	Not Provided
Status	Exists
Place of Formation	Nevada
Formation Date	4-26-2000
Qualify Date	6-1-2000
Registered Agent Name	CORPORATION SERVICE COMPANY INC
Registered Office Street Address	641 SOUTH LAWRENCE STREET MONTGOMERY, AL 36104
Registered Office Mailing Address	641 SOUTH LAWRENCE STREET MONTGOMERY, AL 36104
Nature of Business	---
Capital Authorized	
Capital Paid In	
Annual Reports	
Annual Report information is filed and maintained by the Alabama Department of Revenue. If you have questions about any of these filings, please contact Revenue's Business Privilege Tax Division at 334-242-1170 or www.revenue.alabama.gov . The Secretary of State's Office cannot answer questions about or make changes to these reports.	
Report Year	2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019
Transactions	
Transaction Date	1-28-2008
Registered Agent Changed From	THE CORPORATION COMPANY 2000 INTERSTATE PARK DR STE 204 MONTGOMERY, AL 36109
Transaction Date	1-7-2013
Registered Agent Changed From	NATIONAL REGISTERED AGENTS INC 150 SOUTH PERRY STREET MONTGOMERY, AL 36104
Transaction Date	1-7-2013

Cintas Corporation No.2	
Agent Mailing Address Changed From	Not Provided
Transaction Date	1-14-2016
Legal Name Merged	Zee Medical, Inc.
Transaction Date	1-14-2016
Miscellaneous Filing Entry	Merger Effective 12-31-2015 23:59
Transaction Date	4-28-2017
Registered Agent Changed From	CSC-LAWYERS INCORPORATING SERVICE IN 150 SOUTH PERRY STREET MONTGOMERY, AL 36104
Scanned Documents	
<u>Purchase Document Copies</u>	
Document Date / Type / Pages	6-1-2000 Certificate of Formation 3 pgs.
Document Date / Type / Pages	1-28-2008 Registered Agent Change 1 pg.
Document Date / Type / Pages	1-7-2013 Registered Agent Change 2 pgs.
Document Date / Type / Pages	1-14-2016 Merger 11 pgs.
Document Date / Type / Pages	4-28-2017 Registered Agent Change 1 pg.

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AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 - 2:22
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 - 2:24
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

8/20/2020 - 8:36
AM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 - 2:19
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 - 2:17
PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 408 Schwarz Street - ME-226-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:47 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Property a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 1914 Nerline Lane - ME-168-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:48 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 1606 Katye Street - ME-236-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:49 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Fredrick Richardson, Jr. - District 1

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 2765 College Street - ME-238-19

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:49 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Levon C. Manzie - District 2

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 355 Regina Avenue - ME-062-20

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:46 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

Gary Jackson, Municipal Enforcement Program Coordinator

Sponsored by:

Councilmember Gina Gregory - District 7

Purpose and Scope of Project:

Declaring the Structure a Public Nuisance - Demolition

Amount of Contract:

N/A

Effective Date of Contract:

9/15/2020

Funding Source

Project # 313 Lincoln Boulevard - ME-370-17

Discretionary Funds N/A

Project String N/A

Contract Number:N/A

Budget Amendment **REDUCE** N/A **INCREASE** N/A

Grant Funds N/A

Matching Funds N/A

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department	Reviewer	Action	Date
Municipal Enforcement	Merchant, Mary Ann	Approved	9/9/2020 - 2:50 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Submitted by:

REBECCA CHRISTIAN, COMPTROLLER

Sponsored by:

COUNCILMEMBER BESS RICH

Purpose and Scope of Project:

FUNDS WILL BE USED TO ASSIST WITH AN ONGOING BEAUTIFICATION OF OVERGROWTH CLEANING, REPLACEMENT OF FLOWERS AND REPLACING A FENCE

Amount of Contract:

\$3,100.00

Funding Source

Project # DSC-06 / 10041020-42080

Discretionary Funds DSC-06

Project String

Contract Number:

Budget Amendment **REDUCE** **INCREASE**

Grant Funds

Matching Funds

ATTACHMENTS:

Description	Type	Upload Date
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REVIEWERS:

Department Reviewer	Action	Date
Accounting Daniels, Bettye	Approved	9/8/2020 - 2:08 PM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/11/2020 - 8:22
AM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/14/2020 - 9:27
AM



AGENDA ITEM SUMMARY SHEET

Agenda of:9/15/2020

Funding Source

Project #

Discretionary Funds

Project String

Contract Number:

Budget Amendment REDUCE INCREASE

Grant Funds

Matching Funds

ATTACHMENTS:

Description

Type

Upload Date

REVIEWERS:

Department Reviewer

Action

Date

City Clerk Merchant, Mary Ann

Approved

9/10/2020 - 2:00
PM