



**Public Works Department**  
2220 Hackett Road  
Ceres, Ca. 95307  
Phone: (209) 538-5732  
Fax: (209) 538-5605

**CITY OF CERES**  
**Department of Public Works**

**Request for Proposals**

**Uniforms and Uniform Services**

Notice is hereby given that the City of Ceres, County of Stanislaus, State of California, will receive at the Department of Public Works, 2220 Hackett Road, Ceres, CA 95307, sealed proposals for the furnishing of uniforms and uniform services for the Department of Public Works no later than **Wednesday, December 6, 2023, at 2:00 P.M.**

Proposals will be received only at the address shown above and should refer to **Bids: Uniforms and Uniform Services** on the front of the sealed envelope. Any proposal received after said time and date, or at a place other than the stated above address cannot be considered and will be returned to the vendor.

**Scope of Work:**

The successful bidder shall furnish all uniforms and provide weekly cleaning service to all designated Divisions of the Public Works Department. (See Exhibit "A") (See Exhibit "B")

**Water Division**

The Water Division consists of (12) employees each receiving an initial (10) pair of denim pants and (10) shirts. Laundry is picked up and returned weekly. In addition to the above uniforms, the division requires (50) Turk towels per week and (4) shop towels per week along with (2) 3'x10' floor mat and (2) 4'x6' floor mat, usually picked up and returned on the same day as the uniforms at a location to be designated by the Division.

**Fleet Division**

The Fleet Division consists of (4) employees each receiving (10) shirts and (10) pants pair of denim. Laundry is picked up and dropped off weekly. In addition to the above uniforms, the division requires (2) Fender seat covers, (150) shop towels per week, and (18) inventory maintenance shop towels per week, picked up, and

returned on the same day as the uniforms at a location to be designated by the Division.

### Streets Division

The Streets Division consists of (9) employees each receiving of (10) denim pants and (10) shirts, and (1) supervisor who receives (10) shirts (10) pants (1) Part time employee (4) shirts, (4) pants (2) part time Streets/Code Enforcement employees (4) shirts each Laundry is picked up and dropped off weekly. The division also receives (20) sets of coveralls. In addition to the above, the division receives (10) bath towels per week and (25) shop towels per week, usually picked up and returned on the same day as the uniforms at a location to be designated by the Division.

### Parks Division

The Park Division consists of (9) employees each receiving (10) pairs of pants and (10) shirts. In addition to the above, the division receives (6) red shop towels per week, (50) shop towels per week, (4) inventory maintenance shop towels, (50) Turk towels, and (1) 3'x10' floor mat, usually picked up and returned on the same day as the uniforms at a location to be designated by the Division.

### Wastewater Division

The Wastewater Division consists of (9) employees each receiving (10) work shirts and (10) pairs of denim pants, and (1) supervisor who receives (2) supervisor shirts. There is a total of (4) coveralls in the department, (2) dust mops, (5) 4'x6' floor mats, (10) color towels, (6) inventory maintenance shop towels, (50) shop towels, and (10) bath towels. Laundry is picked up and dropped off weekly at a location designated by the Division.

### Facilities Division

The Facilities Division consists of (9) employees each receiving (10) denim pants, a total of (30) long-sleeve shirts, a total of (40) short-sleeve shirts, and (1) supervisor who receives (11) supervisor denim pants. Laundry is picked up and dropped off weekly at a location designated by the Division.

In addition to the uniforms and weekly uniform laundering, attached is a list of floor mats and rugs required at the Public Works Administration Building. These floor mats are also to be replaced with cleanly laundered ones on a weekly basis. (See Exhibit "B")

Any proposals should include itemized fees or charges for logos, name badges, start up, new employees added, replacement procedure, alterations procedure etc.

ALL UNIFORM INITIAL ORDERS OR REPLACEMENTS DUE TO WEAR, TEAR OR DAMAGE SHALL BE NEW UNIFORM MATERIAL AND NOT PREVIOUSLY USED.

**PROPOSAL SUBMITTAL:**

One (1) “inked” signed copy of all proposal documents shall be submitted. **Original proposals are to be clearly marked.** Photocopies do not constitute an original proposal.

FAILURE TO FURNISH ONE (1) “INKED” SIGNED ORIGINAL OF ALL PROPOSAL DOCUMENTS MAY RESULT IN DISQUALIFICATION.

It is the responsibility of the proposers to identify information in their proposal responses that they consider confidential under the California Public Records Act. To the extent that the City agrees with that designation, such information will be held in confidence whenever possible. All other information will be considered public.

All costs associated with the preparation of this proposal shall be borne by the proposer.

**Acceptance/Rejection of Irregular Proposals:**

A contract shall be awarded to the proposer whose proposal most clearly satisfies the needs of the City and is deemed the most advantageous to the City. The City reserves the right to reject any and all proposals or to waive any informalities or minor irregularities in a proposal.

**Pricing:**

Pricing shall be reconsidered on an annual basis on contract date. Unless otherwise stated, the proposer agrees that, in the event of a price decline, the benefit of such lower pricing shall be extended to the City.

**Term:**

This Agreement shall be effective January 18, 2024, and will continue in effect until January 18, 2027, unless terminated earlier in accordance with the provisions of the termination clause in this Agreement.

**Award of Proposal:**

The City reserves the right to decline to award a contract if it is determined that the proposal pricing is not competitively priced based on similar contracts with public agencies within the State of California.

The City reserves the right to select that proposal, which best suits the City’s needs. Regardless of City staff’s recommendation, the City Council reserves the right to award a contract to the proposer that best suit’s the City’s needs as determined by the City Council whether or not said award is consistent with City staff’s recommendation for award.

**Quantities:**

The successful proposer shall be required to provide all of the services described in this request for proposals, in whatever quantities that may be required during the contract term. No minimum or maximum is guaranteed or implied.

**References:**

The proposer must submit with the bid a list of a minimum of three references that have purchased similar products and/or services from the proposer. The proposer must provide the company or agency name, contact name, and telephone number for each reference.

**Important Dates:**

- a) **Bid Advertisement Date: Wednesday, November 15, 2023**
- b) **Bids Due: Wednesday, December 6, 2023, at 2:00 p.m.**
- c) **Tentative City Council Award Date: Monday January 8, 2024**
- d) **Tentative New Service Agreement Effective Date: January 18, 2024**

Questions regarding submissions, process or proposals can be directed to:

Jesus Jr. Chavez, Deputy Public Works Director  
Public Works Department  
2220 Hackett Road  
Ceres, CA 95307-3600  
(209) 538-5697  
[Jesus.Chavez@ci.ceres.ca.us](mailto:Jesus.Chavez@ci.ceres.ca.us)

EXHIBIT "A"

	Water Division (10 employees)	Fleet Division (4 employees)	Streets Division (10 employees)	Parks Division (7 employees)	Wastewater Division (9 employees)	Facilities Division (7 employees)
Jeans	110	40	81	88	90	70
TOTAL COST						
Short Sleeve Shirts	55	20	41	44	45	40
TOTAL COST						
Long Sleeve Shirts	55	20	40	44	45	30
TOTAL COST						
Supervisor Shirts			9	11	2	
TOTAL COST						
Color	Blue	Dark Blue	Orange	Tan	Orange	Gray
Supervisor Jeans				11		11
TOTAL COST						
Coveralls			10	9	4	
TOTAL COST						
Turk Towels	50/week			50/week		
TOTAL COST						
Shop Towels	4/week	150/week	25/week	50/week	50/week	
TOTAL COST						
Red Shop Towels				6/week	10/week	
TOTAL COST						
Inventory Maintenance Shop Towels		18/week		4/week	6/week	
TOTAL COST						
Bath Towels			3/week		10/week	
TOTAL COST						
Fender Seat Covers		2				
TOTAL COST						
Dust Mops					2	
TOTAL COST						

\*All Divisions have weekly pick up and drop off laundry service.

\*Please include unit pricing.

EXHIBIT "B"

MATS	Pricing					
PUBLIC WORKS						
ADMIN BUILDING						
Front Entrance						
Outside: 3' x 5' - 1						
Inside: 4' x 10' - 1						
Back Entrance						
Outside: 4' x 6' - 1						
Inside: 3' x 10' - 1						
PARKS SHOP						
3' X 10' - 1						
WATER BUILDING						
3' X 10' - 2						
4' X 6' - 2						
WASTEWATER						
4' X 6' - 5						
*Weekly pick up and drop off of mats.						
*Please include unit pricing.						