

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: **Rental and Cleaning of Uniforms and Carpet Runners**
Bid Number: **2023-010**

THIS BID IS SUBMITTED TO:

Pamela O'Neill, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 1000
Albany, NY 12207

1. The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into a Contract with the owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the Disposition of Bid Security. This Bid may remain open for ninety (90) days after the day of Bid opening. BIDDER will sign the Contract and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of OWNER'S Notice of Award.
3. In submitting this Bid, BIDDER represents, as more fully set forth in this Contract, that:

- (a) BIDDER has examined copies of all the Contract Documents and of the following addenda: (If none, so state)

Date

Number

(receipt of all of which is hereby acknowledged) and also copies of the Notice to Bidders and the Instructions to Bidders;

- (b) BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary;

- (c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the owner.

4. BIDDER will complete the Work for the following prices(s): (Attach Bid Proposal)
5. BIDDER agrees to commence the Work within the number of calendar days or by the specific date indicated in the Contract. BIDDER agrees that the Work will be completed within the number of Calendar days or by the specific date indicated in the contract.
6. The following documents are attached to and made a condition of this Bid:
- (a) Non-Collusive Bidding Certificate (Attachment "A")
 - (b) Acknowledgment by Bidder (Attachment "B")
 - (c) Vendor Responsibility Questionnaire (Attachment "C")
 - (d) Iranian Energy Divestment Certification (Attachment "D")

7. Communication concerning this Bid shall be addressed to:

Shane Williams
157 Troy Schenectady Rd
Watervliet NY 12189
Phone: 518-274-9135 prompt (2)

8. Terms used in this Bid have the meanings assigned to them in the Contract and General Provisions.

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: **Rental and Cleaning of Uniforms and Carpet Runners**
Bid Number: **2023-010**

SECTION 1 – UNIFORMS

PUBLIC WORKS, DGS and WATER PURIFICATION DISTRICT:

Shirts:

Color: Blue or Tan

(1) 65% polyester 35% cotton poplin shirt with reinforced stress points for severe usage:

Long Sleeve \$.14 ea.

Short Sleeve \$.14 ea.

or

(2) 100% cotton shirt with reinforced stress points for severe usage:

Long Sleeve \$.15 ea.

Short Sleeve \$.15 ea.

BID IDENTIFICATION:

Title: **Rental and Cleaning of Uniforms and Carpet Runners**

Bid Number: **2023-010**

Industrial Pants:

Color: Blue, Brown

- (1) 65% polyester 35% cotton, 7 ½ oz. Twill with heavy duty zipper, reinforced crotch and heavy weight pocketing front and rear.

\$.15 ea.

or

- (2) 100% cotton pants with heavy-duty zipper, reinforced crotch and heavyweight pocketing front and rear.

\$.15 ea.

or

- (3) Denim 100% cotton pants with heavy-duty zipper, reinforced crotch and heavyweight pocketing front and rear.

\$.17 ea.

Coveralls:

Color: Blue

- (1) 65% polyester, 35% cotton with heavy-duty zipper, reinforced crotch and heavyweight pocketing front and rear.

\$.36 ea.

Insulated coveralls:

Color: Blue

- (1) 7.5 ounce poly/cotton with insulated zip leg

\$.46 ea.

BID IDENTIFICATION:

Title: Rental and Cleaning of Uniforms and Carpet Runners
Bid Number: 203-010

PUBLIC WORKS (continued):

Winter Jackets:

Color: Blue or Brown

(1) 65% polyester, 35% cotton 7 ½ oz twill, quilted back lining, zippered front, pencil pocket on sleeve, adjustable cuff.

Hip length \$.36 ea.

Waist length \$.36 ea.

Patches:

\$ ~~1.40~~ ea.

GENERAL SERVICES:

Shirts Security and Watchman:

Color: White and Light Blue Oxford Security shirts 65% polyester - 35% cotton with County of Albany approved security emblem on left sleeve and a large U.S. flag with gold trim on right sleeve

Long Sleeve \$.15 ea.

Short Sleeve \$.15 ea.

Pants:

Color: Black or Navy Cargo - 65% polyester - 35% cotton \$.15 ea.

BID IDENTIFICATION:

Title: Rental and Cleaning of Uniforms and Carpet Runners
Bid Number: 2023-010

GENERAL SERVICES CONSUMER AFFAIRS

Navy Blue 100% Poly, Short Sleeve Collared Polo with no pocket \$.15 ea.
Navy Blue 8oz Cotton/Poly, Long Sleeve Collared Polo with no pocket \$.15 ea.

WATER PURIFICATION DISTRICT

Laboratory Coats:

Color: Navy Blue 5 oz. 80/20 poly/cotton poplin or combed cotton
Left chest pocket and 2 lower pockets \$.38 ea.
Patches: \$ N/C ea.
Color: Navy Blue: 65/35 poly/combed cotton twill 2 chest pockets
And 2 lower double pockets \$.38 ea.
50 lb. Box of Rags \$ 30.00 ea.

SECTION 2 – CARPET RUNNERS

**Department of Public Works:
Color – Black**

Quantity 11 – 3' x 10' runners \$ 3.25 ea.
Quantity 16 – 3' x 5' runners \$ 3.00 ea.
Quantity 7 – 4' x 6' runners \$ 3.25 ea.

BID IDENTIFICATION:

Title: **Rental and Cleaning of Uniforms and Carpet Runners**
 Bid Number: **2023-010**

**Department of General Services:
Color – Black**

Quantity 2 – 4' x 8' runners \$ 4.⁰⁰ ea.

Quantity 9 – 4' x 6' runners \$ 3.25 ea.

Quantity 24 - 3' x 10' runners \$ 3.25 ea.

**Water Purification District:
Color – Black or Blue**

Quantity 3 – 4' x 6' runners \$ 3.25 ea.

Quantity 1 – 3' x 10' runners \$ 3.25 ea.

**Sheriff's Department E-911:
Color – Black**

Quantity 3 - 4' x 6' runners \$ 3.25 ea.

Quantity 1 – 4' x 8' runners \$ 4.00 ea.

**Sheriff's Department Clarksville:
Color – Brown**

Quantity 2 - 3' x 5' runners \$ 3.00 ea.

Quantity 4 – 3' x 10' runners \$ 3.25 ea.

Quantity 12 – 4' x 8' runners \$ 4.⁰⁰ ea.

BID IDENTIFICATION:

Title: Rental and Cleaning of Uniforms and Carpet Runners
Bid Number: 2023-010

Sheriff's Department Voorheesville:
Color – Black

Quantity 2 – 3' x 5' runners	\$ <u>3.00</u> ea.
Quantity 4 – 3' x 10' runners	\$ <u>3.25</u> ea.
Quantity 12 – 4' x 8' runners	\$ <u>4.00</u> ea.
Quantity of 4 - 36" Dust Mop Head - To fit on frame owned by County	\$ <u>.50</u> ea.

PLEASE MAKE A NOTATION IF YOU DO NOT CARRY A PARTICULAR SIZE CARPET AND WRITE IN THE CLOSEST SIZE MAT YOU CAN SUPPLY

Until both sides agree on and sign a final written contract, we do not accept without restrictions, the RFP terms and award conditions. We understand the County of Albany does not intend to begin negotiating terms until the bid has been awarded. Please note, UniFirst takes very reasonable positions in negotiating terms and conditions.

COMPANY:

UniFirst Corporation

ADDRESS:

157 Troy Schenectady Rd.

CITY, STATE, ZIP:

Watervliet, NY. 12189

TEL. NO.:

518-274-9135

FAX NO.:

N/A

FEDERAL TAX ID NO.:

042103460

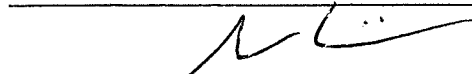
REPRESENTATIVE:

Shane Williams

E-MAIL:

Shane - Williams @ UniFirst.com

SIGNATURE AND TITLE

 GM

DATE

2-3-2023

ATTACHMENT "A"
NON-COLLUSIVE BIDDING CERTIFICATE PURSUANT TO
SECTION 103-D OF THE NEW YORK STATE GENERAL MUNICIPAL LAW

A. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organizations, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

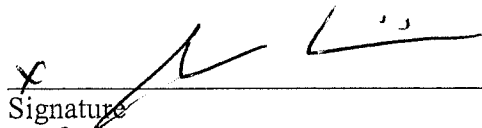
A bid shall not be considered for award nor shall any award be made where (1), (2), and (3) above have not been complied with; provided, however, that in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons thereof. Where (1), (2), and (3) above have not been complied with, the bid shall not be considered for any award nor shall any award be made unless the head of the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customer of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of paragraph "A" above.

B. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, local law, and where such bid contains the certification referred to in paragraph "A" of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation

2-3-2023

Date


Signature

General Manager
Title

UniFirst Corporation
Company Name

ATTACHMENT "B"
ACKNOWLEDGMENT BY BIDDER

If Individual or Individuals:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 200__, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he (or they severally) acknowledged to me that he (or they) executed the same.

Notary Public, State of _____

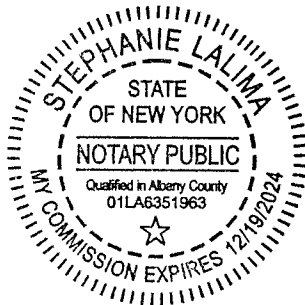
Qualified in _____

Commission Expires _____

If Corporation:

STATE OF New York)
COUNTY OF Albany) SS.:

On this 3 day of February, 2023, before me personally appeared Shane Williams to me known, who, being by me sworn, did say that he resides at (give address) Malta, NY; that he is the (give title) General Manager of the (name of corporation) Unifirst Corporation, the corporation described in and which executed the above instrument; that he knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he signed his name thereto by like order.



Notary Public, State of New York

Qualified in Albany County

Commission Expires 12.19.2024

If Partnership:

STATE OF _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 200__, before me personally came _____ to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he / she is a partner of the firm of _____ and that he / she has the authority to sign the same, and acknowledged that he / she executed the same as the act and deed of said partnership.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

ATTACHMENT "C"
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE

1. VENDOR IS: ☐ PRIME CONTRACTOR			
2. VENDOR'S LEGAL BUSINESS NAME UniFirst Corporation		3. IDENTIFICATION NUMBERS a) FEIN # 04-2103460 b) DUNS #	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable) www.unifirst.com	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 157 Troy Schenectady Rd Watervliet, NY 12189		7. TELEPHONE NUMBER 518-274-9135	8. FAX NUMBER N/A
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i> —		10. TELEPHONE NUMBER —	11. FAX NUMBER —
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name Shane Williams Title General Manager Telephone Number 518-274-9135 Fax Number — e-mail Shane-Williams@unifirst.com			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.			
a) NAME	TITLE	b) NAME	TITLE
c) NAME	TITLE	d) NAME	TITLE
A DETAILED EXPLANATION IS REQUIRED FOR EACH QUESTION ANSWERED WITH A "YES," AND MUST BE PROVIDED AS AN ATTACHMENT TO THE COMPLETED QUESTIONNAIRE. YOU MUST PROVIDE ADEQUATE DETAILS OR DOCUMENTS TO AID THE COUNTY IN MAKING A DETERMINATION OF VENDOR RESPONSIBILITY. PLEASE NUMBER EACH RESPONSE TO MATCH THE QUESTION NUMBER.			
14. DOES THE VENDOR USE, OR HAS IT USED IN THE PAST FIVE (5) YEARS, ANY OTHER BUSINESS NAME, FEIN, or D/B/A OTHER THAN THOSE LISTED IN ITEMS 2-4 ABOVE? List all other business name(s), Federal Employer Identification Number(s) or any D/B/A names and the dates that these names or numbers were/are in use. Explain the relationship to the vendor.		☐ Yes ☒ No	
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRICIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS:		☐ Yes ☒ No	
a) An elected or appointed public official or officer? <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i>		☐ Yes ☒ No	
b) An officer of any political party organization in Albany County, whether paid or unpaid? <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i>		☐ Yes ☒ No	

16.	WITHIN THE PAST (5) YEARS, HAS THE VENDOR, ANY INDIVIDUALS SERVING IN MANAGERIAL OR CONSULTING CAPACITY, PRINCIPAL OWNERS, OFFICERS, MAJOR STOCKHOLDER(S) (10% OR MORE OF THE VOTING SHARES FOR PUBLICLY TRADED COMPANIES, 25% OR MORE OF THE SHARES FOR ALL OTHER COMPANIES), AFFILIATE OR ANY PERSON INVOLVED IN THE BIDDING OR CONTRACTING PROCESS:	☐ Yes ☒ No
a)	1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; 2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease; 3. entered into an agreement to a voluntary exclusion from bidding/contracting; 4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles; 5. had a low bid rejected on a local, state or federal contract for failure to meet statutory affirmative action or M/WBE requirements on a previously held contract; 6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited; 7. been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal government contract; 8. been denied an award of a local, state or federal government contract, had a contract suspended or had a contract terminated for non-responsibility; or 9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.	☐ Yes ☒ No
b)	been indicted, convicted, received a judgment against them or a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including but not limited to, fraud extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct?	☐ Yes ☒ No
c)	been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of: 1. federal, state or local health laws, rules or regulations.	☐ Yes ☒ No
17.	IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES 1 HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? Indicate if this is applicable to the submitting vendor or affiliate. State whether the situation(s) was a claim, judgment, injunction, lien or other with an explanation. Provide the name(s) and address(es) of the agency, the amount of the original obligation and outstanding balance. If any of these items are open, unsatisfied, indicate the status of each item as "open" or "unsatisfied."	☐ Yes ☒ No
18.	DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO: a) file returns or pay any applicable federal, state or city taxes? <i>Identify the taxing jurisdiction, type of tax, liability year(s), and tax liability amount the vendor failed to file/pay and the current status of the liability.</i> b) file returns or pay New York State unemployment insurance? <i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i> c) Property Tax <i>Indicate the years the vendor failed to file.</i>	☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No
19.	HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES 1 WITHIN THE PAST SEVEN (7) YEARS (WHETHER OR NOT CLOSED) OR IS ANY BANKRUPTCY PROCEEDING PENDING BY OR AGAINST THE VENDOR OR ITS AFFILIATES REGARDLESS OF THE DATE OF FILING? Indicate if this is applicable to the submitting vendor or affiliate. If it is an affiliate, include the affiliate's name and FEIN. Provide the court name, address and docket number. Indicate if the proceedings have been initiated, remain pending or have been closed. If closed, provide the date closed.	☐ Yes ☒ No
20.	IS THE VENDOR CURRENTLY INSOLVENT, OR DOES VENDOR CURRENTLY HAVE REASON TO BELIEVE THAT AN INVOLUNTARY BANKRUPTCY PROCEEDING MAY BE BROUGHT AGAINST IT? Provide financial information to support the vendor's current position, for example, Current Ratio, Debt Ratio, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation.	☐ Yes ☒ No

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES¹ :

☐ Yes ☒ No

a) defaulted or been terminated on, or had its surety called upon to complete, any contract (public or private) awarded;

Indicate if this is applicable to the submitting vendor or affiliate. Detail the situation(s) that gave rise to the negative action, any corrective action taken by the vendor and the name of the contracting agency.

¹ "Affiliate" meaning: (a) any entity in which the vendor owns more than 50% of the voting stock; (b) any individual, entity or group of principal owners or officers who own more than 50% of the voting stock of the vendor; or (c) any entity whose voting stock is more than 50% owned by the same individual, entity or group described in clause (b). In addition, if a vendor owns less than 50% of the voting stock of another entity, but directs or has the right to direct such entity's daily operations, that entity will be an "affiliate" for purposes of this questionnaire.

FEIN # 04-2103460

CERTIFICATION:

The undersigned certifies that he/she:

- Name of Business UniFirst Corporation Signature of Owner [Signature]
Address 157 Troy Schenectady Rd Printed Name of Signatory Shane Williams
City, State, Zip Watervliet, NY 12189 Title General Manager

A circular notary seal for Stephanie Lalima, a Notary Public in the State of New York. The seal features her name "STEPHANIE LALIMA" at the top, "STATE OF NEW YORK" in the center, and "NOTARY PUBLIC" below it. At the bottom, it states "MY COMMISSION EXPIRES 12/19/2024". A star is positioned at the very bottom center of the seal. The seal is surrounded by a decorative border of small vertical lines.

Stephanie Laline
Printed Name
Signature
02.03.2023
Date

Attachment "D"
Certification Pursuant to Section 103-g
Of the New York State
General Municipal Law

- A. By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid/Proposal shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the bidder/proposer cannot make the foregoing certification set forth in Paragraph A above, the bidder/proposer shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, may award a bid/proposal, on a case by case business under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

Signature

Title

Date

Company Name

2/3/23

Uni First