

# ITN 081-19 FIRE RESISTANT CLOTHING

## APPENDIX A TECHNICAL SPECIFICATIONS

### Scope of Work:

#### **I. Scope of Work**

1. Company shall provide various garments that are HRC 2 FR Clothing for all JEA electric employees, but mainly at our Westside and Southside Service Centers (approximately 150 Employees but this quantity may increase).

Westside Service Center  
6727 Broadway Ave  
Jacksonville, FL 32254

Southside Service Center  
2325 Emerson St  
Jacksonville, FL 32207

2. The Clothing shall have a minimum Arc Rating of 8 Cal/Cm<sup>2</sup>. All shirts should have a material weight of 9 oz. or less and all pants should have a material weight of 14 oz. or less.
3. The pricing for the Clothing shall be broken down into the following categories:
  - a. Long Sleeve T-shirts (No Collar)
  - b. Henley Shirts (Long Sleeve Only)
  - c. Button Down Shirts (Long Sleeve Only)
  - d. Polo Shirts (Long Sleeve Only)
  - e. Jeans/Denim Pants
  - f. Cargo Pants
  - g. Dress/Work Pants
  - h. Sweatshirts/Light Jackets (Pullover, Zippered, Hooded, or Non-Hooded)
4. The Company shall provide a catalog of all men's garments that are available at the time of the Proposal that can be offered for a unit price of \$70 or less, and which meet the requirements/categories listed in items 2 & 3, for each manufacturers listed below. Sweatshirts/Light Jackets should be at a unit price of \$140 or less. Varieties of color or prints should not be listed as separate items. Separate listed items should have both a unique name and style number.

JEA shall evaluate the price based on the highest discounted percentage off list price that the Company can offer for all manufacturers.

5. JEA shall require embroidery on all of the shirts, using FR Thread for this embroidery, including bobbins and backing. This shall include a provided JEA logo (approx. 2.5" W x 1" H) on the upper left chest. There shall be a sewn-in or ironed-on label located on the inside of the collar for shirts and on the inside of the waistband for pants that shall contain the first initial and the last name of the employee as well as the year issued (ex. Issued 2019 to B. Smith).
6. All expenses for embroidery, set up fees, and delivery should be included in the unit costs provided by the Company. If these extra expenses cause the unit cost to exceed \$70 for a particular item, it should not be included in the Company's prices.
7. Items for which larger sizes identified on the pricing detail (see Appendix A) cause the per unit cost to exceed \$70, but the standard sizes are \$70 or below, can be included in the Company's unit prices. However, if another Company(s) is able to offer both the standard sizes and larger sizes for \$70 or less for that same item, that specific item shall not be included in the evaluation of the bid for the Company with the higher cost for the larger sizes. Those who have both sizes within the cost criteria shall have that particular item included in the assessment of their unit prices

8. Order errors due to mistakes by JEA can be exchanged for a 20% restocking fee. Order errors due to mistakes by the Company shall be exchanged for no additional cost to JEA.

## **II. Company's Responsibilities During Term of the Contract**

1. The Company shall be required to make two (2) on-site visits on a mutually agreeable time to each of the electric distribution service centers for sizing of the employees, as well as providing a sample of each of the products approved by JEA for employee use.
2. Any JEA employee who misses the scheduled days for fitting shall be sent to Company's retail business to have this completed at a mutually agreed upon time or will be able to use a sample kit containing common sizes and styles for fitting at a JEA facility.
3. The Company shall provide a JEA specific catalog that preferably is available online, and shall offer detailed listings of all JEA approved FR apparel, including pricing, arc rating, weight, and designated color options for each style.
4. The company shall provide a detailed website that has a customizable dashboard that shows real-time information that can be filtered and searched by individual employees or departments. JEA shall have the ability to provide designated users "administrative" access to view/manage this dashboard. The information available shall include detailed records of orders, charges, amount spent/available, shipping times, and historical data for popular items, costs, average shipping times by item, etc.
5. Ideally the Company shall offer the ability to order clothing online through the JEA specific catalog. These orders would need to be sent to JEA management for approval prior to the processing of the order.
6. The Company shall be responsible to separate all orders by JEA employee for either pick up or delivery. The invoices shall detail the employee name, employee #, item description, and cost. All invoices shall be sent electronically to a designated JEA employee for all purchases related to this Contract.
7. The Company ideally shall be able to offer other items approved by JEA that are greater than the \$70 threshold, but this shall require that they have the ability to process a separate payment from the JEA employee for the difference of the requested item and the \$70 threshold.
8. The Company shall preferably handle all returns due to product defect directly with the manufacturer, and shall refund or replace any defect determined to be the result of a manufacturing error. JEA has the right to remove any item from the approved catalog at any time due to durability or quality concerns.
9. The Company shall ideally offer repair services for additional costs, for rips or tears that are determined can be fixed. FR thread shall be used for these repairs and an estimate shall be given prior to any repair work being performed.
10. The minimum order for this bid shall consist of at least three (3) shirts and three (3) pants per employee (estimated 450 Shirts & 450 Pants initially). After that there shall be an anticipated replacement of ninety (90) additional shirts and forty-five (45) additional pants depending on wear and damage to the existing clothing. These numbers could increase if additional people are added to the department and/or if there is a greater than anticipated need for replacement garments.
11. Replacement garments shall not be paid for with the initial payment from JEA. These shall be handled on an as needed basis and shall be invoiced weekly. The replacement clothing shall be paid for by JEA using a JEA purchasing card, and must be approved by designated JEA personnel.