



WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
600 Fifth Street, NW, Washington, DC 20001-2651

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. AMENDMENT/MODIFICATION M004		2. EFFECTIVE DATE March 26, 2018	
3. ISSUED BY PURCHASING SECTION Ratonya Offer, CM PRMT – JGB Department of Procurement		4. ADMINISTERED BY (If other than block 3) Paul Culver JGB	
5. CONTRACTOR NAME AND ADDRESS (Street, city, county, state, and Zip Code)		6. FORM TYPE (Check only one) <input checked="" type="checkbox"/> AMENDMENT OF SOLICITATION NO. <u>CQ17139/CDS</u> DATE <u>February 9, 2018</u> (See block 7) <input type="checkbox"/> MODIFICATION OF CONTRACT/ORDER NO. _____ DATE _____ (See block 9)	
7. THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS <input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in block 10. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation, or as amended, by one of the following methods: (a) By signing and returning <u>1</u> copies of this amendment; (b) by acknowledging receipt of this amendment on each copy of the offer submitted; or (c) by separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.			
8. ACCOUNTING AND APPROPRIATION DATA (If required)			
9. THIS BLOCK APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS (a) <input type="checkbox"/> This Change Order is issued pursuant to _____ The Changes set forth in block 10 are made to the above numbered contract/order. (b) <input type="checkbox"/> The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in block 10. (c) <input type="checkbox"/> This Supplemental Agreement is entered into pursuant to authority of _____ It modifies the above numbered contract as set forth in block 10.			
10. DESCRIPTION OF AMENDMENT/MODIFICATION The purpose of the amendment include the attached list of changes and additions. All other terms and conditions remained unchanged. Except as provided herein, all terms and conditions of the document referenced in block 6, as heretofore changed, remain unchanged and in full force and effect.			
11. <input type="checkbox"/> CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS MODIFICATION AND RETURN _____ COPIES TO ISSUING OFFICE.		<input type="checkbox"/> CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT	
NAME OF CONTRACTOR/OFFICE BY _____ (Signature of person authorized to sign)		15. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY BY <u>Ratonya Offer</u> (Signature of Contracting Officer)	
13. NAME AND TITLE OF SIGNER (Type or print)	14. DATE SIGNED	16. NAME OF CONTRACTING OFFICER (Type or print)	17. DATE SIGNED
		<u>RATONYA OFFER</u>	March 26, 2018

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A. Please review the following changes/additions:

1. Revised 2.2 Design Requirements statement to the following:

“It is the intention of the Authority to provide the following quantities of uniform items to the Uniform Employees (defined earlier) in the base period:

- 6 shirts-Combinations of Short Sleeves and Long Sleeves
- 2 Pants
- 1 Sweater
- 1 Jacket – 3 Seasonal
- 1 Jacket – Winter
- 1 Headwear

Optional: Additional garments, items or accessories such as winter hats and ties may be proposed based on style and design adopted for Metro.”

2. Delete reference to “athleisure wear” in SOW 2.2.1.

3. Add to SOW 2.2.1

Designs should reflect modern standards of uniform attire, to include styles that support comfort and performance in field operations, professional dress and business casual environments. The uniform design and fabrics should provide the ease of athletic wear yet offer smart, crisp, breathable fabrics that make employees look and feel professional in any setting. Designs should be low-maintenance, machine washable, and require no ironing to present an appearance of competence and authority.

4. Delete No. 5 in SOW Section 2.2.1 – Garment Description Evaluation Criteria – “Flame resistance.”

5. Add the Technical Specification for 3-in-1: Three season or 3-in-1, high visibility bright yellow parka jacket, ANSI/ISEA 107-2004 Type R & P, Class 2 compliant visibility on the exposed side of the outer shell. The jacket must have a removable liner that doubles as a lightweight jacket, removable hood, mic clips, and hook-loop storm cuffs. The jacket must have reflective material 2" wide heat laminated Scotchlite striping; there shall be a horizontal stripe of trim across the chest and an additional horizontal stripe of trim at the bottom of the garment that runs 360 degrees around the body; there must be two stripes of reflective material on the vest back that forms an "X". Reflective Material must be hi-contrast Scotchlite 2" stripes for day/night visibility and flame resistant 3M reflective material. Jacket must have third party independent certification showing that the garment meets ASTM F1506, NFPA 70E standards and must have third party independent certification that the garment is ASNI 107-2010 class 2 compliant.

6. Delete 2.8 Phase-In Plan.

7. Add Revised 2.8 Phase-In Plan:

The Phase-In Plan shall be designed to minimize disruption and adverse impacts on uniform operations, and should identify key issues concerning the continuity of operations and include plans for the

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elimination or mitigation of such issues. The Phase-In Plan should address start-up requirements, such as proposed process improvements, if applicable, training, observance of uniform operations, staffing, and development and dissemination of the operational procedures. The Phase-In Plan shall address the status of critical skills and the strategy for the recruitment and/or retention of those skills. The Phase-In Plan shall contain a schedule identifying milestones that chronicle the Contractor's sequence of phase-in events and measurable commitments for each Component's phase (e.g. go-live date of the Web Based Uniform Request System). The term "measurable commitments" refers to those tasks which the Contractor commits to perform during the transition period. The Phase-In period shall not exceed 180 calendar days.

The plan shall describe all formats in which the Contractor can accept data from the Metro to implement into the Contractor's system (e.g. employee uniform accounts)

The Phase-In Plan shall be maintained and updated throughout the phase-in period by the Contractor to reflect current accomplishment of phase-in activities including changes in scope that may be directed by the Contracting Officer Technical Representative (COTR). Updates to the Phase-In Plan shall be submitted to the COTR by 9:00am Eastern Time each Monday throughout the phase-in period.

The Phase-In Plan must be clearly stated in the proposal. The proposal should contain a detailed contractor management plan for the Authority-wide transition to new uniforms to ongoing account management and customer service. WMATA is not simply buying "Off-the-Shelf" product. Proposal must clearly identify all costs not build into the final uniform price. For example temporary retail or warehousing space for the distribution of initial inventory including transportation, supplies, staff and other miscellaneous items. The proposal must clearly describe ongoing account management and customer service. For example ongoing service may be delivered exclusively by a centralized location or a virtual online store or a combination of retail and online. The proposal must clearly state a return policy. If the proposal offers online fulfillment, shipping and handling must be priced as a percentage of each order. If the proposal offers online fulfillment, the proposal must clearly state a return policy for items shipped.

B. Technical Proposal Submittals: Section 10:

Increase the number of copies of Technical Proposals to 8. Volume II-Technical: Offeror shall provide One (1) and Eight (8) copies of the technical proposal.

Add to item 3 to read:

3. Design and Quality of Products Proposed: Offeror shall propose a *Professional Dress and a Business Casual* option for the following uniform employees:

1. Metro Rail Operators
2. Metro Bus Operators
3. Metro Rail Supervisors
4. Metro Bus Supervisors
5. Metro Rail Station Managers

C. Pre-Proposal Information:

Please review the attached pre-proposal conference presentation and sign-in sheet.

Below are the responses to questions received at the Pre-Proposal Conference.

Q: What are the complaints about the current program?

A: The accountability of paper vouchers.

Q: What is the annual turnover rate?

A: Approximately 3.5%

Q: Is this employee paid? Company Paid? Both?

A: The uniforms orders placed for the transition from old to new uniforms will be paid by WMATA. All employee orders beyond the 180 day Phase-in period will be paid by the Employee. Proposals should include payment procedures best suited for WMATA.

Q: How is shipping being handled now?

A: Uniforms are being distributed through a single retail establishment.

Q: What is the requirement if any for shipping?

A: Per SOW 2.7, the Contractor shall ship all items via trackable shipping methods.

Q: Are we shipping to employee homes? Work Locations? Both?

A: See SOW Revised 2.8 Phase-In Plan - Proposals may include a centralized location to facilitate the transition from old uniforms to the new uniforms

Q: Will there be bulk orders? Any events throughout the year that might entail additional apparel?

A: See SOW Revised 2.8 Phase-In Plan - proposals may include a bulk order to facilitate a transition from old uniforms to the new uniforms. Contractors must provide uniforms for Operators within two week notice of the Operator Trainees graduation date.

D. Price Schedule Revised: Price Schedule revised to include ANSI/ISEA 3-Season jacket requirement and to identify price for Professional Dress and Business Casual Dress.

CQ17139 PRICE SCHEDULE for BASE YEARS 1 & 2

DESCRIPTION	Estimated Quantity	Unit Cost	Total Cost
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Professional Dress			
Sizes up to XL	7,500	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,400	\$ -	\$ -
Sizes XXXXL and above	400	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Professional Dress			
Sizes up to XL	5,400	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,000	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Business Casual			
Sizes up to XL	7,500	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,400	\$ -	\$ -
Sizes XXXXL and above	400	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Business Casual			
Sizes up to XL	5,400	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,000	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> -Short Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Short Sleeve - Business Casual			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Business Casual			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Short Sleeve - Professional Dress			
Sizes up to XL	2,712	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	510	\$ -	\$ -
Sizes XXXXL and above	138	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Long Sleeve - Professional Dress			
Sizes up to XL	2,712	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	510	\$ -	\$ -
Sizes XXXXL and above	138	\$ -	\$ -

CQ17139 PRICE SCHEDULE for BASE YEARS 1 & 2

Shirts; Male & Female <u>Station Managers</u>, -Short Sleeve - Business Casual			
Sizes up to XL	2,712	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	510	\$ -	\$ -
Sizes XXXXL and above	138	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Long Sleeve - Business Casual			
Sizes up to XL	2,712	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	510	\$ -	\$ -
Sizes XXXXL and above	138	\$ -	\$ -
Trouser; All Seasons - Male & Female			
Sizes up to 44"	2,500	\$ -	\$ -
Sizes 46" to 50"	300	\$ -	\$ -
Sizes 52" and above	100	\$ -	\$ -
Sweater;			
Size small-XL	3,000	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	500	\$ -	\$ -
Sizes XXXXL and above	100	\$ -	\$ -
Jacket - 3 Season			
Size small-XL	350	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Winter Jacket			
Size small-XL	350	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Headwear; Male & Female			
Sizes up to 7 7/8	350	\$ -	\$ -
Sizes above 7 7/8	70	\$ -	\$ -
ANSI/ISEA Jacket - 3 Season			
Size small-XL	675	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	153	\$ -	\$ -
Sizes XXXXL and above	37	\$ -	\$ -
Emblems; All	20,000	\$ -	\$ -
BASE YEARS 1 & 2 TOTAL AMOUNT = \$ -			

CQ17139 PRICE SCHEDULE - OPTION YEAR 1

DESCRIPTION	Estimated Quantity	Unit Cost	Total Cost
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Professional Dress			
Sizes up to XL	5,625	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,050	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Professional Dress			
Sizes up to XL	4,050	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	750	\$ -	\$ -
Sizes XXXXL and above	225	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Business Casual			
Sizes up to XL	5,625	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,050	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Business Casual			
Sizes up to XL	4,050	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	750	\$ -	\$ -
Sizes XXXXL and above	225	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> -Short Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> -Short Sleeve - Business Casual			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20		
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Business Casual		\$ -	\$ -
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Female <u>Station Manager</u>, -Short Sleeve - Professional Dress			

CQ17139 PRICE SCHEDULE - OPTION YEAR 1

Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -
Sizes XXXXL and above	69	\$ -	\$ -
Shirts; Male & Female <u>Station Manager</u>, -Long Sleeve - Professional Dress			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -
Sizes XXXXL and above	69	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Short Sleeve - Business Casual			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -
Sizes XXXXL and above	69	\$ -	\$ -
Shirts; Male & Female <u>Station Manager</u>, -Long Sleeve - Business Casual			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -
Sizes XXXXL and above	69	\$ -	\$ -
Trouser; All Seasons - Male & Female			
Sizes up to 44"	1,875	\$ -	\$ -
Sizes 46" to 50"	225	\$ -	\$ -
Sizes 52" and above	75	\$ -	\$ -
Sweater;			
Size small-XL	2,250	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	375	\$ -	\$ -
Sizes XXXXL and above	75	\$ -	\$ -
Jacket - 3 Season			
Size small-XL	263	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	60	\$ -	\$ -
Sizes XXXXL and above	15	\$ -	\$ -
Winter Jacket			
Size small-XL	263	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	60	\$ -	\$ -
Sizes XXXXL and above	15	\$ -	\$ -
Headwear; Male & Female			
Sizes up to 7 7/8	263	\$ -	\$ -
Sizes above 7 7/8	53	\$ -	\$ -
ANSI/ISEA Jacket - 3 Season			
Size small-XL	90	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	20	\$ -	\$ -
Sizes XXXXL and above	5	\$ -	\$ -

CQ17139 PRICE SCHEDULE - OPTION YEAR 1

Emblems; All	20,000	\$ -	\$ -
OPTION YEAR 1 TOTAL AMOUNT =		\$	-

CQ17139 PRICE SCHEDULE - OPTION YEAR 2

DESCRIPTION	Estimated Quantity	Unit Cost	Total Cost
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Professional Dress			
Sizes up to XL	5,625	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,050	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Professional Dress			
Sizes up to XL	4,050	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	750	\$ -	\$ -
Sizes XXXXL and above	225	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Business Casual			
Sizes up to XL	5,625	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,050	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Business Casual			
Sizes up to XL	4,050	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	750	\$ -	\$ -
Sizes XXXXL and above	225	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> -Short Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> -Short Sleeve - Business Casual			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Business Casual			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Short Sleeve - Professional Dress			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -

CQ17139 PRICE SCHEDULE - OPTION YEAR 2

Sizes XXXXL and above	69	\$	-	\$	-
Shirts; Male & Female <u>Station Managers</u>, -Long Sleeve - Professional Dress					
Sizes up to XL	1,356	\$	-	\$	-
Sizes XXL, XXXL, XXXXL	255	\$	-	\$	-
Sizes XXXXL and above	69	\$	-	\$	-
Shirts; Male & Female <u>Station Managers</u>, -Short Sleeve - Business Casual					
Sizes up to XL	1,356	\$	-	\$	-
Sizes XXL, XXXL, XXXXL	255	\$	-	\$	-
Sizes XXXXL and above	69	\$	-	\$	-
Shirts; Male & Female <u>Station Managers</u>, -Long Sleeve - Business Casual					
Sizes up to XL	1,356	\$	-	\$	-
Sizes XXL, XXXL, XXXXL	255	\$	-	\$	-
Sizes XXXXL and above	69	\$	-	\$	-
Trouser; All Seasons - Male & Female					
Sizes up to 44"	2,500	\$	-	\$	-
Sizes 46" to 50"	300	\$	-	\$	-
Sizes 52" and above	100	\$	-	\$	-
Sweater;					
Size small-XL	3,000	\$	-	\$	-
Sizes XXL, XXXL, XXXXL	500	\$	-	\$	-
Sizes XXXXL and above	100	\$	-	\$	-
Jacket - 3 Season					
Size small-XL	350	\$	-	\$	-
Sizes XXL, XXXL, XXXXL	80	\$	-	\$	-
Sizes XXXXL and above	20	\$	-	\$	-
Winter Jacket					
Size small-XL	350	\$	-	\$	-
Sizes XXL, XXXL, XXXXL	80	\$	-	\$	-
Sizes XXXXL and above	20	\$	-	\$	-
Headwear; Male & Female					
Sizes up to 7 7/8	350	\$	-	\$	-
Sizes above 7 7/8	70	\$	-	\$	-
ANSI/ISEA Jacket - 3 Season					
Size small-XL	90	\$	-	\$	-
Sizes XXL, XXXL, XXXXL	20	\$	-	\$	-
Sizes XXXXL and above	5	\$	-	\$	-
Emblems; All	20,000	\$	-	\$	-
OPTION YEAR 2 TOTAL AMOUNT = \$ -					

CQ17139 PRICE SCHEDULE - OPTION YEAR 3

DESCRIPTION	Estimated Quantity	Unit Cost	Total Cost
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Professional Dress			
Sizes up to XL	5,625	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,050	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Professional Dress			
Sizes up to XL	4,050	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	750	\$ -	\$ -
Sizes XXXXL and above	225	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Short Sleeve - Business Casual			
Sizes up to XL	5,625	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	1,050	\$ -	\$ -
Sizes XXXXL and above	300	\$ -	\$ -
Shirts; Male & Female <u>Operators</u>, -Long Sleeve - Business Casual			
Sizes up to XL	4,050	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	750	\$ -	\$ -
Sizes XXXXL and above	225	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> -Short Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Professional Dress			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> -Short Sleeve - Business Casual			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Females <u>Supervisors</u> - Long Sleeve - Business Casual			
Sizes up to XL	480	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Short Sleeve - Professional Dress			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -

CQ17139 PRICE SCHEDULE - OPTION YEAR 3

Sizes XXXXL and above	69	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Long Sleeve - Professional Dress			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -
Sizes XXXXL and above	69	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Short Sleeve - Business Casual			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -
Sizes XXXXL and above	69	\$ -	\$ -
Shirts; Male & Female <u>Station Managers</u>, -Long Sleeve - Business Casual			
Sizes up to XL	1,356	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	255	\$ -	\$ -
Sizes XXXXL and above	69	\$ -	\$ -
Trouser; All Seasons - Male & Female			
Sizes up to 44"	2,500	\$ -	\$ -
Sizes 46" to 50"	300	\$ -	\$ -
Sizes 52" and above	100	\$ -	\$ -
Sweater;			
Size small-XL	3,000	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	500	\$ -	\$ -
Sizes XXXXL and above	100	\$ -	\$ -
Jacket - 3 Season			
Size small-XL	350	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Winter Jacket			
Size small-XL	350	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	80	\$ -	\$ -
Sizes XXXXL and above	20	\$ -	\$ -
Headwear; Male & Female			
Sizes up to 7 7/8	350	\$ -	\$ -
Sizes above 7 7/8	70	\$ -	\$ -
ANSI/ISEA Jacket - 3 Season			
Size small-XL	90	\$ -	\$ -
Sizes XXL, XXXL, XXXXL	20	\$ -	\$ -
Sizes XXXXL and above	5	\$ -	\$ -
Emblems; All	20,000	\$ -	\$ -
OPTION YEAR 3 TOTAL AMOUNT =			
		\$ -	\$ -

CQ17139

PRICE

SCHEDULE SUMMARY

	Price
Base	\$ -
Option Year 1	\$ -
Option Year 2	\$ -
Option Year 3	\$ -
Total Option Years	\$ -
Total Base & Option Years	\$ -

**REQUEST FOR PROPOSAL – RFP CQ17139/CDS
UNIFORM DESIGN, MANUFACTURING, SALES AND
DISTRIBUTION OF UNIFORMS**



PRE-PROPOSAL CONFERENCE AGENDA

DATE: February 23, 2018
TIME: 1:30 PM
LOCATION: WMATA Jackson Graham Building

1. Attendee Sign- In
2. Welcome and Introductions:
 - a. Contract Administrator: Cindy D. Smith
 - b. Contracting Officer: Monique M. Anderson
 - c. Program Office – Project Manager/COTR: Paul Culver
Alternate COTR: David Maguigad
 - d. Representative from Technical Team: Jawauna Greene
Raquella Gilbert
Erica Briggs
Jewell Bell
 - e. Potential Proposer: Please make sure to sign the attendance sheet
3. General Information: The purpose of this voluntary Pre-Proposal Conference is to provide an **“Informal”** forum for the potential Proposers to ask questions and gain clarifications on the requirements identified in the Request for Proposals No. CQ17139/CDS.
 - a. All answers by WMATA Representatives to potential Proposers questions are considered **Informal** and non-binding on WMATA.
 - b. All formal questions, clarification requests or change **must be submit in writing to the Contract Administrator**
 - 1.) Contract Administrator Cindy D. Smith Email Address: cdsmith1@wmata.com
 - 2.) All Formal answers to written Proposers questions, or request for clarification or changes will be issued by Amendment to RFP: CQ17139 by the Contract Administrator or Contracting Officer.

IMPORTANT NOTE: In order to ensure a fair and competitive environment, direct communication between WMATA employees other than the Contract Administrator or Contracting Officer is strictly prohibited. A violation of this provision, deemed willful by the Authority, may result in a determination that an offeror is not responsible, and thus ineligible for award, for purposes of this and/or future Authority solicitations.

**Washington
Metropolitan Area
Transit Authority**

600 Fifth Street, NW
Washington, D.C. 20001
202/962-1234

*By Metrorail:
Judiciary Square-Red Line
Gallery Place-Chinatown
Red, Green and
Yellow Lines*

*A District of Columbia
Maryland and Virginia
Transit Partnership*

**REQUEST FOR PROPOSAL – RFP CQ17139/CDS
UNIFORM DESIGN, MANUFACTURING, SALES AND
DISTRIBUTION OF UNIFORMS**

4. Schedule
 - a. Deadline for Request for Clarification or Change:
 - b. Proposal Due Date and Time: March 12 (4:00 PM)
 - c. Anticipated Project Timeline:
 - Technical Evaluation Completed: March/April 2018
 - Cost /Price Evaluation Completed: May 2018
 - Award Package Completed: June 2018
 - Contract Award: June 2018
5. Overview of RFP Documents/ Changes – Cindy D. Smith
 - Representations and Certifications
 - Technical Proposal Submissions
 - Solicitation Questions
6. Technical Requirements/Scope of Work – Paul Culver /David Maguigad
7. Proposer Questions, and Clarification or Change Request – Technical Team



The Washington Metropolitan Area
Transit Authority



PRE-PROPOSAL CONFERENCE

RFP No. CQ17139

**Uniform Design, Manufacturing, Sales
and**

Distribution of Uniforms

FEBRUARY 23, 2018; 1:30 PM

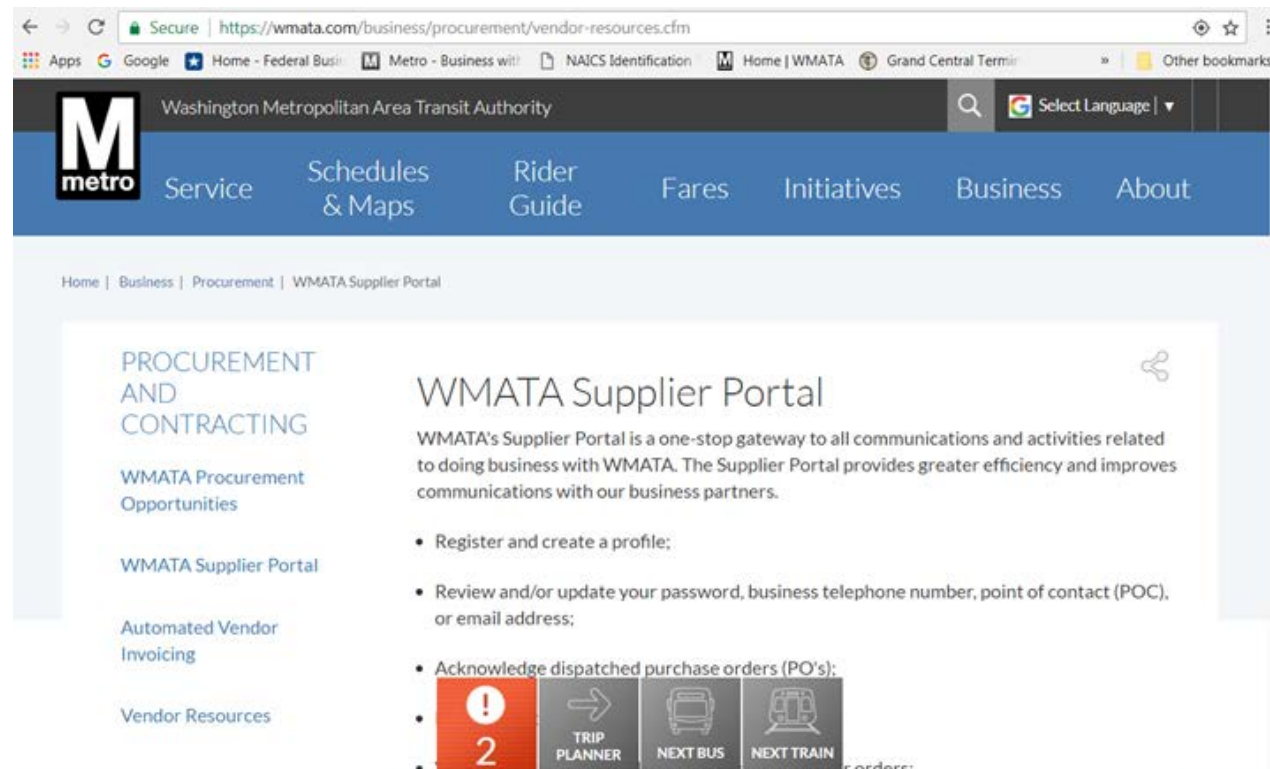
Disclaimer

**The information contained in
this presentation is for
informational purposes only**

**In the event of a discrepancy
between the information
contained herein and the RFP
documents, the RFP
documents will take precedence**

Vendor Registration – Supplier Portal

All Contractors must register with WMATA at <https://wmata.com/business/procurement/vendor-resources.cfm>



Summary of Solicitation

- Procurement Method: Best Value Procurement
- The technical merit of the proposal is significantly more important than the price, and price must be fair, reasonable and affordable
- Performance Period: Base Period of Two (2) years
- Option Years: Three (3) one-year options, at the discretion of the Authority
- Anticipated Contract Award: June 2018
- Contract Type: Requirements Contract with fixed unit prices
- Contractors are encouraged to ask questions or clarifications during the Q&A period

Proposal Requirements

Proposals shall be submitted in three (3) parts, envelope must be sealed and separately marked and addressed to:

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
600 5th Street, N.W.
Washington, DC 20001
Room 3C-02
Attn: Cindy D. Smith/CA

**ALL ENVELOPES OR PACKAGES MUST BE SEPARATELY MARKED WITH
THE SOLICITATION NUMBER CQ17139/CDS**

**PROPOSALS SHALL BE TIMELY MAILED OR HAND DELIVERED TO REACH WMATA BEFORE
2:00 P.M. (LOCAL TIME) MARCH 12, 2018 ON DAY OF PROPOSAL CLOSING.**

Proposal Requirements

THE FOLLOWING FORMS MUST BE **COMPLETED** & **SUBMITTED** AS SPECIFIED BELOW WITH YOUR OFFER. Offeror shall submit electronic copies of all volumes via USB or Disk.

- **VOLUME I - (1) One Copy**
 - Price Schedule

- **VOLUME II - (7) Seven Copies**
 - Technical Proposal

- **VOLUME III – (1) One Copy**
 - SOLICITATION, OFFER & AWARD FORM (Must be signed)
 - REPRESENTATIONS AND CERTIFICATIONS
 - PRE-AWARD DATA TO INCLUDE FINANICAL AND OTHER SCHEDULE
 - ACKNOWLEDGMENT OF AMENDMENTS (IF ANY)
 - PROOF OF INSURANCE ELIGIBILITY

Proposal Submissions - Volume II – Technical Proposal

Do not include any Price Proposal information in any of the technical proposal sections

BEST VALUE

Proposals will be evaluated based upon application of the following Evaluation Criteria:

Criterion 1: Design and Quality of Product:

Criterion 2: Technical Approach

Criterion 3: Company & Account Executive Qualification

Criterion 4 : Past Performance

Technical Considerations Most Important:

The Authority is more concerned with obtaining superior technical or business management features than with making an award at the lowest overall cost to the Authority. However, the Authority will not make an award at a significantly higher overall cost to achieve only slightly superior technical or management features.

Design & Quality of Products of Products is most important than Technical Approach, Technical approach is more important than Qualification. Qualification is more important than Past Performance. When combined , these 4 factors are more important than price.

Proposal Amendments

ACKNOWLEDGMENT OF AMENDMENTS

Offerors are required to acknowledge receipt of all amendment(s) to the solicitation on the designated form to be submitted with their proposal. Failure to do so may, at the Contracting Officer’s discretion, jeopardize the offeror’s right to have its proposal reviewed by the Authority.

THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF THE FOLLOWING AMENDMENTS **(Page 5 of the Solicitation)**

TO SOLICITATION RFP CQ17139/cds

Amendment Number _____

Dated _____

Amendment Number _____

Dated _____

Amendment Number _____

Dated _____

Failure to acknowledge receipt of all amendments may render the offer unacceptable.

Authorized Signature

Company Name

Date

Proposal Amendments

Amendment No. 01 Issued today; Clarify Appendix A; Provided
breakdown of gender per position;

Amendment No. 02 **To be issued early next week; next week**

PROCUREMENT SCHEDULE

RFP RELEASE	FEBRUARY 9, 2018
RFP DUE DATE	MARCH 12, 2018
TET EVALUATION	MARCH 2018
WEARABILITY PERIOD:	APRIL 2018
BEST AND FINAL OFFER PERIOD	MAY 2018
CONTRACT AWARD	JUNE 2018



Technical/ Scope of Work



Scope of Work

- Background
- General Requirements
- Proposed Uniforms
- Outfitting Requirements
- Distribution Requirements
- Technology / e-Commerce

QUESTIONS?



Thanks You for Attending this
Pre-Proposal Conference

All final questions are due by 4:00pm ,Tuesday,
February 27, 2018

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
PRE-PROPOSAL CONFERENCE

RFP CQ17139/CDS - Uniform Design, Manufacturing, Sales and Distribution
February 23, 2018

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No.	Company Name	Representative Name	Address	Telephone Number	Email Address
1	Lund's End	Megan Pittman	(134) 201-1080	Megan Pittman Lund's End, Inc.	
2	Crespede Uniform	Paul Foster	(410) 207-6374	David E. Ford balt.morecon	
3	Service with a Smile	Paul Mueller	989 737-5242	Brockley & Servant Paul A. Com	
4	Muscatello's	Shawn Sade	804-647-1478	Shawn Sade Muscatello's, Inc.	
5	Griffith's	Chris Kirch	410 928 9725	Chris Kirch Griffith's	
6	Harrover Uniform	Tim V	410-235-8338	Tim V Harrover Uniform, Inc.	
7	—	John M	—	—	
8	—	Steve	—	—	
9	Quenter Muscatello's	Quenter R	804-479-1767	Quenter R Muscatello's	
10	Quenter				
11					
12					
13					

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
 PRE-PROPOSAL CONFERENCE
 RFP CQ17139/CDS - Uniform Design, Manufacturing, Sales and Distribution
 February 23, 2018

WMAATA Only
 (6)

1	WMAATA	Pete Curver	Bus	2-5704	PECURVER@wmaata.com
2		David Mesurado	MTPA	2-1421	dmesurado@wmaata.com
3		Jennifer Burke	COO/OSPP	25179	jeburke@wmaata.com
4		Cindy Smith	PR MT		CedSmith@wmaata.com
5		Tedward Williams	PR MT	2501	TedwardWilliams@wmaata.com
6		Erika Briggs	RSTD	301-955 2014 202-594-10000	ebiggs@wmaata.com
7		Ratonya Oller	PR MT		r1oller@wmaata.com
8		Jewel Beel	Bus	202-962 5662	jbeel@wmaata.com
9		Raguelle Gilbert	SAFE	202-962-1295	RAGUELLE@wmaata.com
10		Caira Paeg	ACCT	202-962 5172	cpage@wmaata.com
11		Yvette Isaac	Labo	202-962-5127	yisaac@wmaata.com
12		Cindy D Smith	PR MT		
13					

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