



May 2, 2008

**REQUEST FOR QUOTATIONS  
DRY CLEANING POLICE UNIFORMS**

**Notice is hereby given that the City of Taylorsville desires to obtain quotes for DRY CLEANING POLICE UNIFORMS for the City of Taylorsville located at 2600 West Taylorsville Blvd and the Taylorsville. Please use the Price Submission Sheet (Exhibit A).**

Quotes will be received by the City of Taylorsville, 2600 West Taylorsville Blvd, Taylorsville, Utah 84118 no later than **3:00 p.m. (MDT) on May 16, 2008**. Quotes may be sent by mail at the following address, or you may fax or email your quotes at the following:

City of Taylorsville  
Patricia Kimbrough, Executive Assistant  
2600 West Taylorsville Boulevard  
Taylorsville, Utah 84118, **OR**  
Fax 801-963-7891  
Telephone 801-963-5400  
E-mail [pkimbrough@taylorsvilleut.gov](mailto:pkimbrough@taylorsvilleut.gov)

# THE CITY OF TAYLORSVILLE

2600 West Taylorsville Blvd.  
Taylorsville, UT 84118

## Request for Quote Dry Cleaning Services

### **PREFERENCE WILL BE GIVEN TO TAYLORSVILLE DRY CLEANERS**

(Due May 16, 2008)

1. **Introduction.** The City of Taylorsville (the “City”) is requesting quotes from qualified dry cleaners to provide cleaning services for the Taylorsville City Police Department’s Police Uniforms.

1.1. **Intent.** It is the intent of this Request for Quote (this “Request”) to set forth the minimum acceptable requirements for response to this Request.

1.2. **Detailed Description of the Services.** The anticipated Services include, but are not limited to, the following:

2.1 Dry Cleaning of police uniforms, that include a navy blue shirt with patches on the shoulders and navy blue slacks.

2.2 Dry Cleaning of police **SWAT UNIFORM**, that include a camouflaged shirt and pants.

2.3 **Must pick up soiled uniforms at City Hall (Police Department located at 2600 West Taylorsville Blvd) twice a week and drop off cleaned uniforms twice a week.**

2. **Requirements.** Responses to this Request are required to be submitted to the City Offices as listed above to the attention of Patricia Kimbrough no later than 3:00 p.m. (MDT) on May 16, 2008. Any response, modification, or amendment received after the due date and time is late. No late responses will be accepted. The respondent’s quote must include the following and be signed by an authorized representative of the respondent:

2.1. **Price.** The proposed all inclusive fee for the Services contemplated herein which includes all costs, expenses, supplies, supervision, and any and all other items of equipment necessary or incidental to provide the Services. **Please use the Price Submission Sheet (Exhibit A).**

2.2. **Qualifications.** Describe, in sufficient detail, the capacity and expertise of the individuals to perform the Services as set forth in applicable law.

2.3. **Proposed Approach and Fee.** Describe, in sufficient detail, how the proposer plans to provide the Services.

3. **Identification of Anticipated Potential Problems.** The quote should identify and describe any potential problems or recommendations with respect to providing the Services.

4. **Evaluation Criteria and Scoring Process.** All quotes received will be reviewed by the Police Chief and City Administrator. Each evaluation criterion has been given a percentage based on its relative value as a whole. The City reserves the right, where it may serve the City's best interest, to request additional information or clarifications from the proposer. The criteria and each associated percentage are as follows:

<u>Evaluation Criteria</u>	<u>Weight</u>
Price	60%
Experience & Qualifications	40%
TOTAL	100%

7. **Terms of Contract.** The successful applicants will be required to enter into a agreement with the City to provide the Dry Cleaning Services. The City Attorney's office, working with the selected proposers, will negotiate the agreement. All provisions of the agreement will be in compliance with applicable laws, rules and regulations.

8. **General Information.** The City reserves the right to reject any and all responses to this Request. The City reserves the right to amend, modify or waive any requirement set forth in this Request. Response to this Request is at the proposer's sole risk and expense. There is no expressed or implied obligation for the City of Taylorsville to reimburse responding companies for any expenses incurred in preparing quotes in response to this request. Submission of a quote indicates acceptance by the firm of the conditions contained in this request for quote.

9. **Contact Person.** For further information, contact John Inch Morgan, City Administrator, (801) 963-5400, 2600 West Taylorsville Blvd., Taylorsville, UT 84118.

**EXHIBIT A**  
**Please List the Following Price Information**

<b>Price Submission Sheet</b>				
<b>DRY CLEANING POLICE UNIFORMS</b>				
Item	Description	Qty	Price	Extended Price
1	POLICE SHIRT		\$	\$
2	POLICE SLACKS		\$	\$
3	TIE		\$	\$
4	CAMOFLAGED SWAT SHIRT		\$	\$
5	CAMOFLAGED SWAT SLACKS		\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
11			\$	\$
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
18			\$	\$
19			\$	\$
20			\$	\$
21			\$	\$
22			\$	\$
<b>TOTAL PRICE</b>				<b>\$</b>

The undersigned understands that the City may select all or any segregated Services for the separate amount set forth. The undersigned represents that he is an authorized agent of the proposer and that this proposal is made in good faith, without collusion or connection with any other person or persons submitting proposals.

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

PROPOSER: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_