

RECEIVED  
C - 14 - 0415  
AUG 13 2014

AMENDMENT TO AGREEMENT  
CITY OF LINCOLN/LANCASTER COUNTY/LINCOLN-LANCASTER COUNTY  
PUBLIC BUILDING COMMISSION  
FOR THE ANNUAL SUPPLY FOR RENTAL AND CLEANING OF MATS AND VARIOUS LINEN AND  
RELATED ITEMS  
BID NO 12-141  
SECOND RENEWAL

This Amendment is hereby entered into by and between Paramount Linen, PO Box 30409, Lincoln, NE 68503 (hereinafter "Contractor") and The City of Lincoln, Lancaster County, and Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of renewing the Contract C-12-0480, dated August 21, 2012, and E.O. 85246, dated August 9, 2012, (the "Contract"), for The Annual Supply for Rental and Cleaning of Mats and Various Linen and Related Items, Bid No. 12-141 which is made a part hereof by this reference.

WHEREAS, the original term of the Contract is September 13, 2012 through September 12, 2013, with the option to renew for **three (3)** additional one (1) year terms.

WHEREAS, the Agreement was amended by the City E.O. 86332 on August 5, 2013, and by the County Contract C-13-0396, executed by the County Board on August 13, 2013, to renew the agreement for an additional one (1) year period from September 13, 2013 through September 12, 2014; and

WHEREAS, the parties wish to renew the Contract for an additional one (1) year term beginning September 13, 2014 through September 12, 2015; and

WHEREAS, the estimated expenditures for Lancaster County Departments for the term of this renewal shall not exceed \$11,000.00 without prior approval of the Lancaster County Board of Commissioners.

WHEREAS, the estimated expenditures for City Departments for the term of this renewal shall not exceed \$35,000.00 without prior approval by the City of Lincoln.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Contract, under County Contract C-12-0480 and City E.O. 86246, all amendments thereto, and as stated herein, the parties agree as follows:

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants stated herein the parties agree as follows:

- 1) The term of the Agreement shall be from September 13, 2014 through September 12, 2015.
- 2) The estimated expenditures for Lancaster County Departments for the term of this renewal shall not exceed \$11,000.00 without prior approval of the Lancaster County Board of Commissioners
- 3) The estimated expenditures for City Departments for the term of this renewal shall not exceed \$35,000.00 without prior approval by the City of Lincoln.
- 3) All other terms of the Agreement, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

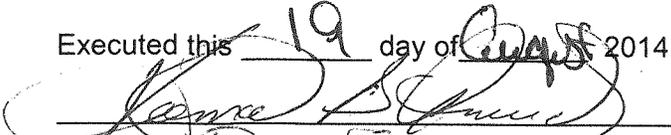
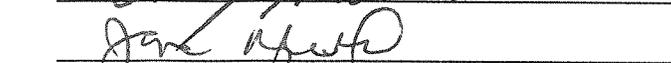
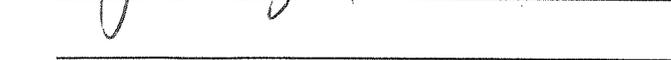
IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

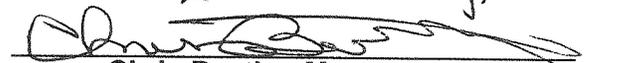
The Board of County Commissioners of  
Lancaster County, Nebraska

City of Lincoln, Nebraska

Executed this 19 day of August, 2014

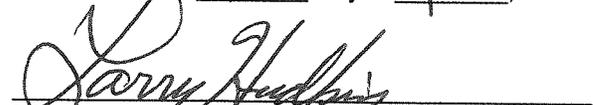
Executed this 8<sup>th</sup> day of Aug., 2014

  
 Chris Beutler, Mayor

Executed this 9<sup>th</sup> day of September, 2014

  
 Lancaster County Attorney

  
 Lincoln-Lancaster County Public Building  
 Commission

  
 Public Building Commission Attorney

Supplier, please fill in the date and following information and mail back to our office; a faxed copy is not acceptable.

Company Name: (Please Print)	PARAMOUNT Liner
By: (Please Sign)	
By: (Please Print)	TOM ALLMAN
Title: (Please Print)	President
Company Address: (Please Print)	837 S 27 <sup>th</sup> Lincoln, NE 68510
Company Phone & Fax: (Please Print)	402-435-4313 402-435-4407
E-Mail Address: (Please Print)	TWALLMAN@NEB.PBC.COM
Date: (Please Print)	7-22-14
Contact Person For: "Orders or Service" (Please Print)	Mark White - Jen. Wilkison
Phone Number: (Please Print)	402-435-4313

**AMENDMENT TO AGREEMENT  
CITY OF LINCOLN/LANCASTER COUNTY/LINCOLN-LANCASTER COUNTY PUBLIC  
BUILDING COMMISSION  
FOR THE ANNUAL SUPPLY FOR RENTAL AND CLEANING OF MATS AND VARIOUS  
LINEN AND RELATED ITEMS  
BID NO 12-141**

This Amendment is hereby entered into on this 12<sup>th</sup> day of March, 2014, by and between Paramount Linen, PO Box 30409, Lincoln, NE 68503 (hereinafter "Contractor") and The City of Lincoln, Lancaster County, and Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of renewing the Contract C-12-0480, dated August 15, 2012, and E.O. 85246, dated August 9, 2012, (the "Contract"), for The Annual Supply for Rental and Cleaning of Mats and Various Linen and Related Items, Bid No. 12-141 which is made a part hereof by this reference.

WHEREAS, the parties wish to amend the Agreement to add City of Lincoln Water Department, per pricing as on Attachment A; and

WHEREAS, the parties wish to amend the Agreement for services at Community Mental Health Center (CMHC) will now be provided to our newly named Mental Health Crisis Center (MHCC) on the 2<sup>nd</sup> Floor; and

WHEREAS, the estimated expenditures for City Departments with the addition of the Water Department for the term of this amendment shall not exceed \$27,000.00 without prior approval by the City of Lincoln.

WHEREAS, the estimated expenditures for Lancaster County Departments for the term of this amendment shall not exceed \$23,000.00 without approval by the Lancaster County Board.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Contract, under County Contract C-12-0480 and E.O. 85246, and stated herein the parties agree as follows:

1. The parties wish to amend the Agreement to add City of Lincoln Water Department, per pricing as on Attachment A.
2. The parties wish to amend the Agreement for services at Community Mental Health Center (CMHC) will now be provided to our newly named Mental Health Crisis Center (MHCC) on the 2<sup>nd</sup> Floor.
3. The estimated expenditures for City Departments for the term of this renewal shall not exceed \$27,000.00 without approval by the City of Lincoln.
4. The estimated expenditures for Lancaster County Departments for the term of this renewal shall not exceed \$23,000.00 without prior approval by the Lancaster County Board.
5. All other terms of the Contract, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

The Board of County Commissioners of  
Lancaster County, Nebraska

City of Lincoln, Nebraska

Executed this 25 day of March 2014

Executed this 12<sup>th</sup> day of March 2014

  
  
  
  
  
Hudkins Absent

  
Chris Beutler, Mayor

Approved by Executive Order: 86989

  
Lancaster County Attorney

Executed this 3<sup>rd</sup> day of April 2014  
  
Lincoln-Lancaster County Public Building  
Commission

  
Public Building Commission Attorney

Supplier, please fill in the following information and mail back to our office; a faxed copy is not acceptable.

Company Name:	PARAMOUNT LINEN AND UNIFORM RENTAL
By: (Name & Title, Please Print)	TRAVIS MILLS, SALES MANAGER
By: (Please Sign)	TAMM
Company Address:	837 S. 27 <sup>th</sup> ST Lincoln 68510
Company Phone & Fax:	402 435 4313 (P) 402 435 4407 (F)
Date:	2/26/2014
Contact Person for: "Orders or Service" and Phone Number: (Please Print)	MARK WHITE SERVICE MANAGER

# Attachment A

## Confidential Proposal For:



Presented to: Shelly Hinze

Date: 1-30-14

<b>Uniform Items:</b>	<b>Rental Rate:</b>	<b>Weekly Rental Rate 5 Sets:</b>
65% Polyester 35% Cotton Shirts	\$0.35 each	\$1.75 per week per employee
Industrial Pants or Jeans	\$0.35 each	\$1.75 per week per employee
100 % Cotton Shirts or 100% Cotton Pants	\$0.55 each	\$2.75 per week per employee
100 % Cotton Shorts	\$0.50 each	\$2.50 per week per employee
Panel Jackets	\$1.00 each	
Name Emblems	Free with Uniform Program	
Repairs due to Normal Wear & Tear	Free with Uniform Program	
Screen Printed Company Emblems	\$1.50 each	
Make-Up Charges	None	

<b>Misc. Charges:</b>	<b>Weekly Rental Rate:</b>
Laundry Bags	Free of charge
Bag Stands	Free of charge
Service Charge	None

### Terms and Conditions:

Gas Surcharge: None

Environmental : None

\*\*\*\*\*Paramount considers service and quality to be a top priority which is why we also offer a 24 hour weekend hotline to service all of our clients' weekend requests.\*\*\*\*\*

Brock McGee  
Sales Dept  
Paramount Linen and Uniform Rental  
(402)440-4101



**Paramount**  
LINEN AND UNIFORM RENTAL

RECEIVED  
C-12-0394  
AUG 08 2013

LANCASTER COUNTY  
CLERK

**AMENDMENT TO AGREEMENT  
CITY OF LINCOLN/LANCASTER COUNTY/LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION  
FOR THE ANNUAL SUPPLY FOR RENTAL AND CLEANING OF MATS AND VARIOUS  
LINEN AND RELATED ITEMS  
BID NO 12-141  
FIRST RENEWAL**

This Amendment is hereby entered into on this 5 day of Aug, 2013, by and between Paramount Linen, PO Box 30409, Lincoln, NE 68503 (hereinafter "Contractor") and The City of Lincoln, Lancaster County, and Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of renewing the Contract C-12-0480, dated August 15, 2012, and E.O. 85246, dated September 13, 2012, (the "Contract"), for The Annual Supply for Rental and Cleaning of Mats and Various Linen & Related Items, Bid No. 12-141 which is made a part hereof by this reference.

WHEREAS, the original term of the Contract is September 13, 2012 through September 12, 2013, with the option to renew for **three (3)** additional one (1) year terms.

WHEREAS, the parties wish to renew the Contract for an additional one (1) year term beginning September 13, 2013 through September 12, 2014; and

WHEREAS, the estimated expenditures for Lancaster County Departments for the term of this renewal shall not exceed \$10,000.00 per year without approval by the Lancaster County Board.

WHEREAS, the estimated expenditures for City Departments for the term of this renewal shall not exceed \$35,000.00 without prior approval by the City of Lincoln.

WHEREAS, the parties wish to amend the Contract to add additional items per Attachment A and to include a \$10.00 stop minimum and a 10% minimum billing of assigned inventory for Pinnacle Bank Arena for the current term of the Contract; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Contract, under County Contract C-12-0480 and E.O. 85246, and stated herein the parties agree as follows:

1. The Contract shall be renewed for an additional one (1) year term beginning September 13, 2013 through September 12, 2014.
2. The parties wish to amend the Contract to add additional items per Attachment A and to include a \$10.00 stop minimum and a 10% minimum billing of assigned inventory for Pinnacle Bank Arena for the current term of the Contract.
3. The estimated expenditures for Lancaster County Departments for the term of this renewal shall not exceed \$10,000.00 per year without approval by the Lancaster County Board.
4. The estimated expenditures for City Departments for the term of this renewal shall not exceed \$35,000.00 without prior approval by the City of Lincoln.
5. All other terms of the Contract, not in conflict with this Amendment, shall remain in full force and effect

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

The Board of County Commissioners of  
Lancaster County, Nebraska

City of Lincoln, Nebraska

Executed this 13 day of August, 2013

Executed this 5<sup>th</sup> day of Aug, 2013

[Signature]  
[Signature]  
[Signature]  
[Signature]  
[Signature]

[Signature]  
 Chris Beutler, Mayor

Executed this 20<sup>th</sup> day of August, 2013

[Signature]  
 Lincoln-Lancaster County Public Building  
 Commission

[Signature]  
 Public Building Commission Attorney

[Signature]  
 for Lancaster County Attorney

Supplier, please fill in the following information and mail back to our office; a faxed copy is not acceptable.

Company Name:	PARAMOUNT Linen
By: (Name & Title)	(Please Print) Tom ALLMAN President
By: (Name & Title)	(Please Sign) Tom Allman
Company Address:	837 S. 27 Lincoln Ne 68502
Company Phone & Fax:	(402) 435-4313 (402) 435-4407
Date:	Dated this <u>1<sup>st</sup></u> day of <u>AUGUST</u> , 2013



**Contact: Shelly & Vince - City of Lincoln Purchasing**

**Presented by:** Brock McGee, Sales Representative 402-440-4101

**Date:** 8-1-13

**Linen Items:**

**Weekly Rental Rate:**

<b>Bib or Waist Aprons</b>	<b>\$0.16 each</b>
<b>Table Napkins Spun Polyester (Multiple Colors)</b>	<b>\$0.06 each</b>
<b>72" Spun Polyester Table Cloths (Multiple Colors)</b>	<b>\$0.72 each</b>
<b>85" Spun Polyester Table Cloths (Multiple Colors)</b>	<b>\$0.95 each</b>
<b>10' Spun Polyester Table Cloths (Mutiple Colors)</b>	<b>\$0.95 each</b>
<b>Chef Design Chef Coats (S-3XL)</b>	<b>\$0.65 each</b>
<b>Terms and Conditions</b>	<b>Weekly Rate:</b>
<b>Laundry Bags and Laundry Stands</b>	<b>No Charge</b>
<b>Inventory Maintenance</b>	<b>No Charge</b>
<b>Service Charge</b>	<b>No Charge</b>
<b>Gas Surcharge</b>	<b>\$0.00</b>
<b>Environmental Charge</b>	<b>\$0.00</b>

\*\*\*\*\*Paramount considers service and quality to be a top priority which is why we also offer a 24 hour weekend hotline to service all of our clients' weekend requests.\*\*\*\*\*



**Paramount**  
LINEN AND UNIFORM RENTAL

**\$10.00 stop minimum**  
10% minimum billing of assigned inventory

Brock McGee

Sales Dept

Brock McGee

Sales Dept

Kindred item



*Paramount Linen and Uniform Rental*

837 South 27th Street  
Lincoln, Nebraska 68510  
Lincoln: 435-4313  
Omaha: 346-8208

August 26, 2013

City of Lincoln Purchasing  
440 S. 8<sup>th</sup> St  
Lincoln, NE 68516

Shelly Hinze, Buyer,

Paramount Linen will provide glass towels (#7697) upon your request to any location for \$0.14 per towel. There are no inventory restrictions.

Thank you!

Travis Mills  
Sales Manager, Paramount Linen



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 C-12-0666  
 NOV 15 2012  
 LANCASTER COUNTY  
 CLERK

**Amendment to Agreement for  
 Annual Supply For Rental and Cleaning of Mats and Various Linen & Related Items  
 Bid No. 12-141**

This Amendment is hereby entered into on this \_\_\_\_ day of \_\_\_\_\_, 2012, by and between Paramount Linen, PO Box 30409, Lincoln, NE 68503 (hereinafter "Contractor") and the City of Lincoln and Lancaster County and Lincoln-Lancaster County Public Building Commission (hereinafter "Owners"), for the purpose of Amending the Agreement C-12-0480, dated August 21, 2012, and City E.O. 85246, dated August 9, 2012, (the "Agreement"), for Annual Supply for Rental and Cleaning of Mats and Various Linen and Related items, Bid 12-141, which is made a part of this amendment by this reference.

WHEREAS, the original term of the Agreement is September 13, 2012 thru September 12, 2013.

WHEREAS, the parties wish to amend the agreement to add items listed per Attachment A for the current term of the agreement; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained in the Agreement, under County Contract C-12-0480 and City E.O. 85246, and stated herein the parties agree as follows:

- 1) The parties agree to add items listed per Attachment A for the current term of the agreement, which is attached hereto and made a part hereof by this reference.
- 2) All other terms of the Contract, not in conflict with this Amendment, shall remain in full force and effect.

The Parties do hereby agree to all the terms and conditions of this Amendment. This Amendment shall be binding upon the parties, their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Parties do hereby execute this Amendment.

**Lancaster County Board of Commissioners Signatures**

Executed this 20 day of November, 2012

Jane Agnew  
Becky New  
Debra Schmitt  
Jerry Hudkins  
Scott Snyder  
Richard L. Lohr

for Lancaster County Attorney

**City of Lincoln**

Executed this 7<sup>th</sup> day of November, 2012

Mark Lantz  
 Urban Development Director

Approved by Directorial Order No. 08357

\*\*\*\*\*

**Lincoln-Lancaster County Public Building Commission**

Executed this 29 day of Nov, 2012

Jerry Hudkins  
 Chairperson

Supplier, please sign and date. Mail back to our office; a faxed copy is not acceptable.

Company Name: (PLEASE PRINT)	PARAMOUNT Linen
By: (PLEASE PRINT)	TOM Allman
By: (PLEASE SIGN)	<u>Tom Allman</u>
Title:	President
Company Address: (PLEASE PRINT)	837 5 27
Company Phone & Fax: (PLEASE PRINT)	(402) 435-4313 f 402-435-4407
E-Mail Address: (PLEASE PRINT)	TWALLMAN@neb.rr.com



*Paramount Linen and Uniform Rental*

837 South 27th Street  
Lincoln, Nebraska 68510  
Lincoln: 435-4313  
Omaha: 346-8208

Urban Development Parking Division  
Rachelle Hinze

Quote 10/22/2012

#3586 PNT KHAKI CARGO PT88	ea/.41	2.05/wk	w/work shirt 4.10/wk
#5267 SHT BLUEBERRY SPORTTEK	ea/.53	1.06/wk	
#5472 SHORTS KHAKI CARGO	ea/.20	1.00/wk	

Embroidery of Park & Go logo is 6.60

Please contact me if you have any questions.

Thanks

Travis Mills  
Paramount Linen



C-12-0480

**RECEIVED**

AUG 15 2012

LANCASTER COUNTY  
CLERK

**CONTRACT DOCUMENTS**

**CITY OF LINCOLN, NEBRASKA,  
LANCASTER COUNTY,  
LINCOLN - LANCASTER COUNTY  
PUBLIC BUILDING COMMISSION**

**ANNUAL SUPPLY  
FOR  
RENTAL AND CLEANING OF  
MATS AND VARIOUS LINEN & RELATED ITEMS  
Bid No. 12-141**

**Paramount Linen  
P.O. Box 30409  
Lincoln, NE 68503  
402-435-4313**

**CITY OF LINCOLN-LANCASTER COUNTY, NEBRASKA and  
LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION  
CONTRACT AGREEMENT**

THIS CONTRACT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2012, by and between **Paramount Linen, P.O. Box 30409, Lincoln, NE 68503**, hereinafter called "Contractor", and the City of Lincoln, Nebraska, a municipal corporation, and the County of Lancaster, Nebraska, a political subdivision of the State of Nebraska, and the Lincoln-Lancaster County Public Building Commission hereinafter called the "Owners".

WHEREAS, the Owners have caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

For providing **Annual Supply for Rental and Cleaning of Mats and Various Linen and Related Items, Bid No. 12-141** and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the Owners, in the manner and at the time specified, a sealed Proposal/Supplier Response in accordance with the terms of said advertisement; and,

WHEREAS, the Owners, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals/Supplier Responses submitted in response to such advertisement, and as a result of such canvass has determined and declared the Contractor to be the lowest responsible bidder for the said Work for the sum or sums named in the Contractor's Proposal/Supplier Responses, a copy thereof being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the mutual covenants herein contained, the Contractor and the Owners have agreed and hereby agree as follows:

1. The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute and complete all Work included in and covered by the Owners' award of this Contract to the Contractor, such award being based on the acceptance by the Owner of the Contractor's Proposal, or part thereof, as follows:

**Agreement to full proposal.**

2. The Owners agree to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefore, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the Owners:

**Owners will pay for products/service, according to the Line Item pricing as listed in Contractors Proposal/Supplier Response, a copy thereof being attached to and made a part of this Contract. Owners shall order on an as needed basis for the duration of the contract.**

3. Equal Employment Opportunity. In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

4. E-Verify. In accordance with Neb. Rev. Stat. 4-108 through 4-114, the contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. The Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. The contractor shall require any subcontractor to comply with the provisions of this section.
5. Termination. This Contract may be terminated by the following:
  - 5.1) Termination for Convenience. Either party may terminate this Contract upon thirty (30) days written notice to the other party for any reason without penalty.
  - 5.2) Termination for Cause. The Owners may terminate the Contract for cause if the Contractor:
    - 5.2.1) Refuses or fails to supply the proper labor, materials and equipment necessary to provide services and/or commodities.
    - 5.2.2) Disregards Federal, State or local laws, ordinances, regulations, resolutions or orders.
    - 5.2.3) Otherwise commits a substantial breach or default of any provision of the Contract Document. In the event of a substantial breach or default the Owners will provide the Contractor written notice of said breach or default and allow the Contractor ten (10) days from the date of the written notice to cure such breach or default. If said breach or default is not cured within ten (10) days from the date of notice, then the contract shall terminate.
6. Independent Contractor. It is the express intent of the parties that this contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the Owners and employees of the Owners shall not be deemed to be employees of the Contractor. The Contractor and the Owners shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the Owners' employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
7. Owner Inclusion. It is understood and agreed by all parties that "Owner/s" shall include the City of Lincoln, Lancaster County, Nebraska and Lincoln-Lancaster County Public Building Commission. Whenever in the Contract documents, including the instructions to bidders, specifications, insurance requirements, bonds, and terms and conditions or any other documents which are a part of the Contract, a singular entity is referenced (i.e., "the City" or "the County" or "Building Commission") it shall mean the "Owners" encompassing the City of Lincoln, Lancaster County and Lincoln-Lancaster County Building Commission.
8. Contract Term. This Contract shall be effective upon execution by all parties. The term of the Contract shall be a one (1) year term with the mutually agreed upon renewal option for three (3) additional one (1) year terms.

9. The Contract Documents comprise the Contract, and consist of the following:
  1. Contract Agreement
  2. Accepted Proposal/Response
  3. Special Provisions
  5. Specifications
  6. Instructions to Bidders
  7. Insurance Requirements
  8. Sales Tax Exemption Form 13

These Contract Agreements, together with the other Contract Documents herein above mentioned, form this Contract, and they are as fully a part of the Contract as if hereto attached or herein repeated.

The Contractor and the Owners hereby agree that all the terms and conditions of this Contract shall be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Contractor and the Owners do hereby execute this contract.

**EXECUTION BY THE CITY OF LINCOLN, NEBRASKA**

ATTEST:

Teresa J. Meier, Deputy  
City Clerk



CITY OF LINCOLN, NEBRASKA

Approved by Executive Order No. 85246  
dated August 9, 2012

**LINCOLN LANCASTER COUNTY PUBLIC BUILDING COMMISSION**

Attest:

Rod Couper  
Public Building Commission Attorney

Larry Rudwin  
Chairperson, Public Building Commission  
dated 9-13-12

**EXECUTION BY LANCASTER COUNTY, NEBRASKA**

Contract Approved as to Form:

Brian Behrens  
Lancaster County Attorney

The Board of County Commissioners of  
Lancaster, Nebraska

Jane Spald  
Deanne Neer  
John Schorr  
Larry Rudwin  
Don [unclear]  
dated 8/21/12

**EXECUTION BY CONTRACTOR**

IF A CORPORATION:

ATTEST:

Jane Allman (SEAL)  
Secretary

PARAMOUNT Lines  
Name of Corporation

837 S 27  
(Address)

By: Tom Allman  
Duly Authorized Official

President  
Legal Title of Official

IF OTHER TYPE OF ORGANIZATION:

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Type of Organization

\_\_\_\_\_  
(Address)

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

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

IF AN INDIVIDUAL:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature

# City of Lincoln/Lancaster County (Lincoln Purchasing) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	Sharon R. Mulder Asst Purchasing Agent	Address	Purchasing\City & County	Address
Email	smulder@lincoln.ne.gov		440 S. 8th St.	Contact
Phone	(402) 441-7410		Lincoln, NE 68508	
Fax	(402) 441-6513	Contact	Sharon Mulder Asst. Purchasing Agent	Department Building
Bid Number	12-141			
Title	Annual Supply for Rental and Cleaning of Mats and Various Linen & Related Items	Department Building		Floor/Room Telephone
Bid Type	Bid	Floor/Room		Fax
Issue Date	05/18/2012	Telephone	1 (402) 441-7428	Email
Close Date	6/1/2012 12:00:00 PM CST	Fax	1 (402) 441-6513	
Need by Date		Email	smulder@lincoln.ne.gov	

## Supplier Information

Company	Paramount Linen
Address	P.O. Box 30409
	Lincoln, NE 68503
Contact	
Department	
Building	
Floor/Room	
Telephone	1 (402) 435-4313
Fax	1 (402) 435-4407
Email	
Submitted	6/1/2012 9:01:24 AM CST
Total	\$40,189.136

Signature \_\_\_\_\_

## Supplier Notes

This is an all or nothing bid.

## Bid Notes

## Bid Activities

## Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Instructions to Bidders	I acknowledge reading and understanding the Instructions to Bidders.	Yes
2	Insurance Requirements	I acknowledge reading and understanding the Insurance Requirements.	Yes
3	Specifications	I acknowledge reading and understanding the specifications.	Yes
4	Contact	Name of person submitting this bid:	Travis Brown
5	Sample Contract	I acknowledge reading and understanding the sample contract.	Yes
6	Renewal is an Option	Contract Extension Renewal is an option.	Yes
7	Special Provision Term Contract Provisions	I acknowledge reading and understanding the Special Provision Term Contract Provisions.	Yes
8	Service Representative	List the name, address and phone number of the Representative that will be notified of any and all activity related to this account. Also list a secondary name and phone number if the Representative is not available for any reason.	Brock McGee (402)435-4313 Mark White (402)435-4313
9	Equipment Information	Please list the number of employees your company has. Number of vehicles used for deliveries. 	100 employees 12 Vehicles
10	Product Requirements	If selected as the contractor for this work, we will provide all roll towel cabinets, racks, dispensers, mop handles, laundry bags and any other piece of equipment to effectively and properly store and collect the products provided for under this contract at no charge to the City/County. We further agree to upgrade such equipment as needed and requested by the City/County staff to ensure a clean and organized environment in all facilities.	Yes
11	Delivery Requirements	Our company can provide delivery as requested at all the locations listed on the Location Attachment and any other locations as needed in Lancaster County through the term of this contract. See Section 9 regarding service/delivery receipts.	Yes
12	BID LINE ITEM COMPLETION	I have completed the Bid Line items for all 3 pages.	Yes
13	Bid award	I acknowledge and understand that the City, County and/or Public Building Commission reserves the right to award bids item-by-item, with or without alternates/options, by groups, or "lump sum" such as shall best serve the requirements and interests of the City, County and/or Public Building Commission.    If your pricing is based on an all-or-nothing basis, please indicate so in the Supplier Notes section of your E-Bid response.	Yes
14	Electronic Signature	Please check here for your electronic signature.	Yes

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**Line Items**

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#	Qty	UOM	Description	Response
1	5,202	EA	3'x4' Walk-Off Mats  Pickup Frequency - 85 Weekly/25 Bi-Weekly/11 Monthly  (5,202 Services per Year Total)  ONLY BID COST PER PIECE!	\$1.30

Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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2	1,854	EA	3'x10' Walk-Off Mats  Pickup Frequency - 32 Weekly/5 Bi-Weekly/5 Monthly  (1,854 Services per Year Total)  ONLY BID COST PER PIECE!	\$2.75
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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3	3,658	EA	4'x6' Walk-Off Mats  Pickup Frequency - 61 Weekly/15 Bi-Weekly/8 Monthly  (3,658 Services per Year Total)  ONLY BID COST PER PIECE!	\$2.05
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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4	1,078	EA	Scraper Mats  Pickup Frequency - 15 Weekly/11 Bi-Weekly/1 Monthly  (1,078 Services per Year Total)  ONLY BID COST PER PIECE!	\$1.15
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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5	780	EA	Anti-Fatigue Mats  Pickup Frequency - 14 Weekly/2 Bi-Weekly/0 Monthly  (780 Services per Year Total)  ONLY BID COST PER PIECE!	\$1.15
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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6	2,236	EA	Roll Towels  Pickup Frequency - 43 Weekly/0 Bi-Weekly/0 Monthly  (2,236 Services per Year Total)  ONLY BID COST PER PIECE!	\$1.00
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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7	884	EA	22" Dust Mops  Pickup Frequency - 15 Weekly/4 Bi-Weekly  (884 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.60
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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8	234	EA	36" Dust Mops  Pickup Frequency - 3 Weekly/3 Bi-Weekly  (234 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.95
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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9	234	EA	48" Dust Mops  Pickup Frequency - 2 Weekly/5 Bi-Weekly  (234 Services per Year Total)  ONLY BID COST PER PIECE!	\$1.10
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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10	1,098	EA	Wet Mops  Pickup Frequency - 12 Weekly/15 Bi-Weekly/7 Monthly  (1,098 Services per Year Total)  ONLY BID COST PER PIECE!	\$1.10
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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11	39,104	EA	Shop Towels  Pickup Frequency - 752 Weekly  (39,104 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.044
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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12	520	EA	Dish Towels  Pickup Frequency - 10 Weekly  (520 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.09
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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13	1,300	EA	Lab Coats  Pickup Frequency - 25 Weekly  (1,300 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.45
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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14	4,680	EA	Bib Apron  Pickup Frequency - 25 Weekly  (4,680 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.16
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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15	312	EA	Dental Smock  Pickup Frequency - 6 Weekly  (312 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.45
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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16	104	EA	Bio Hazard Bag  Pickup Frequency - 2 Weekly  (104 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.48
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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17	624	EA	Bakers Mit  Pickup Frequency - 12 Weekly  (624 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.16
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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18	4,212	EA	Surgical Sheet  Pickup Frequency - 81 Weekly  (4,212 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.40
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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19	1,040	EA	Work Pant  Pickup Frequency - 20 Weekly  (1,040 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.35
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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20	2,080	EA	Work Shirt  Pickup Frequency - 40 Weekly  (2,080 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.35
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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21	728	EA	Warm-Up Jacket  Pickup Frequency - 14 Weekly  (728 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.45
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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22	1,456	EA	CMHC Robes  Pickup Frequency - 28 Weekly  (1,456 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.55
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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23	2,080	EA	CMHC Gowns(Size L and XL)  Pickup Frequency - 40 Weekly  (2,080 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.35
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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24	1,560	EA	CMHC Pants(Size M thru XL)  Pickup Frequency - 30 Weekly  (1,560 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.40
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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25	520	EA	CMHC Pants(Size XXL thru XXXL)  Pickup Frequency - 10 Weekly  (520 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.45
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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26	10,400	EA	Bath Towels  Pickup Frequency - 200 Weekly  (10,400 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.15
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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27	5,200	EA	Terry Wash Cloths  Pickup Frequency - 100 Weekly  (5,200 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.06
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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28	2,600	EA	Pillow Cases  Pickup Frequency - 50 Weekly  (2,600 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.15
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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29	1,144	EA	Mattress Pads (Single Bed)  Pickup Frequency - 22 Weekly  (1,144 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.45
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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30	1,144	EA	Fitted Sheets 72"  Pickup Frequency - 22 Weekly  (1,144 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.40
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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31	1,144	EA	Flat Sheets  Pickup Frequency - 22 Weekly  (1,144 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.40
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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32	2,080	EA	Thermal Blankets  Pickup Frequency - 40 Weekly  (2,080 Services per Year Total)  ONLY BID COST PER PIECE!	\$0.80
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Item Notes: Price must include all requirements of specifications for services included in the contract including pickup, delivery and cleaning.

Supplier Notes:

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Response Total:	\$40,189.136
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**SPECIFICATIONS: 12-141**  
**RENTAL & CLEANING OF MATS**  
**AND VARIOUS LINEN RELATED ITEMS**

**1. SCOPE OF WORK**

- 1.1 The City of Lincoln and Lancaster County are requesting bids for the rental and cleaning of floor mats and various linen related items (i.e., towels, mops, shop, lab coats, clothing and other linens).
- 1.2 The successful contractor(s) shall supply, pick-up, exchange, and clean items on a weekly, bi-weekly, or monthly basis as requested by County and City personnel.
  - 1.2.1 Vendor shall furnish and install all roll towel cabinets, racks, mop handles and laundry bags for storing soiled goods and/or storage of cleaned items.
    - 1.2.1.1 Contractor shall be responsible for securely attaching the cabinets to our facility walls in a manner which allows safe operation.
    - 1.2.1.2 Any damage to the facility which occurs as a result of faulty installation shall be the responsibility of the Contractor to repair and/or replace.
  - 1.2.2 Vendor shall constantly upgrade the items supplied to maintain satisfactory condition for the intended purpose.
- 1.3 The County/City shall rent items on a unit cost basis depending on the needs of the Department.
  - 1.3.1 NO charges for capital equipment, investments, energy costs, environmental, service or surcharges, maintenance fees, replacement charges for normal wear, minimum inventory levels, or any other costs associated with this service shall be added to the unit cost proposal.
  - 1.3.2 The County/City will be responsible for replacement of items lost, damaged, or destroyed by excessive wear beyond normal use.
    - 1.3.2.1 In the event items must be replaced, the contractor must provide a monthly list of items to be replaced with the total cost to the City/County outlined.
  - 1.3.3 The contractor shall supply and install dispenser cabinets at no charge to the County/City for location requesting roll towels or other dispensing/storage units.
- 1.4 Bidder shall submit bid documents and all supporting material via e-bid.
- 1.5 All inquiries regarding these specifications shall be directed via e-mail or faxed request to Sharon Mulder, Asst. Purchasing Agent ([smulder@lincoln.ne.gov](mailto:smulder@lincoln.ne.gov)) Or Fax:(402)441-6513.
  - 1.5.1 These inquiries and/or responses shall be distributed to prospective bidders electronically as an addenda.
  - 1.5.2 The City of Lincoln/Lancaster County shall only reply to written inquiries received within five (5) calendar days of bid opening.
- 1.6 Please note that any reference in this document or any other document attached to this bid being made to City/County, City of Lincoln or Lancaster County shall include both the City of Lincoln and Lancaster County.

**2. TERM OF THE AGREEMENT**

- 2.1 A contract shall be awarded to the successful bidder(s) for a period of three (3) years with mutually agreeable renewal options for one (1) additional three (3) year period.
  - 2.1.1 The renew option(s) shall be initiated by the County/City and be sent thirty (30) days prior to the expiration of the current contract.
- 2.2 It is the desire of the City/County that this contract be awarded to the vendor whose prices are firm for the period of the contract; however, if this is not feasible, vendor must state the length of time for which quoted prices are firm, the expected number of increases for the contract period, and the maximum percentage increase expected to be in force before expiration of the contract.

- 2.3 The City/County reserves the right, at its option, to conduct "on site" visitations of any bidder's facilities.
  - 2.3.1 The purpose of the visit will be to ensure the City/County of the bidder's capabilities of successfully administering this contract.
  - 2.3.2 If, in the City/County's opinion, any bidder does not have the required capabilities as listed herein, this shall be considered grounds for non-award of a contract.

**3. ITEM REQUIREMENTS**

- 3.1 The description of items in the specifications including color, finish, dimensions, and style are important.
- 3.2 The bidder is responsible for assuring that every item conforms with the descriptions listed.
  - 3.2.1 If any item provided does not conform with the description set forth in the specifications, it will not be acceptable.
- 3.3 **WALK-OFF MATS** shall have rubber backing and absorbent material of rugged design suitable for cleaning shoes upon entering a public facility.
- 3.4 **ROLL TOWELS** shall be no less than 45 yards long, 100% cotton linen, and either white or blue in color, depending upon locations preference.
  - 3.4.1 Current contract has 24 cabinets installed.
  - 3.4.2 Price for cabinets will be included in the cost of the services provided.
- 3.5 **MOP** sizes shall be as follows:
  - 3.5.1 **DUST / QC TYPE**, both treated and untreated, in widths of: approximately 22", 36", 48", and 60".
    - 3.5.1.1 Current contract has 12 dust mop handles
    - 3.5.1.2 Price for all mop handles will be included in the cost of the services provided.
  - 3.5.2 **WET MOP TYPE** complete with handles.
    - 3.5.2.1 Current contract has 17 wet mop handles
    - 3.5.2.2 Price for all wet mop handles will be included in cost of the services provided.
- 3.6 **SHOP TOWELS** shall be approximately 18" x 18", 100% cotton, and red in color.
- 3.7 **DISH TOWELS** shall be approximately 36" x 30", 100% cotton, pressed, folded and white or blue in color.
- 3.8 **LAB COATS** shall be white, light blue, or dark blue in color, fabric content to be 80% poly / 20% cotton, button front closure, full sleeves, complete with collar, lapels, left breast pocket, two waist pockets, side vents, and sizes to be fit by successful contractor.
  - 3.8.1 Contractor shall supply an OSHA approved red, moisture resistant laundry bag for storage of soiled coats.
  - 3.8.2 All coats shall be free of noticeable stains and suitable attire for a Dr. or other health care professional.
- 3.9 **DENTAL LAB COATS** shall be white, fabric content to be 80% poly / 20% cotton, snap closure, full sleeves with raglan cuffs, throat-guard with snap closure, two waist pockets, side vents, and sizes to be fit by successful contract.
  - 3.9.1 All coats shall be free of noticeable stains, pressed and suitable attire for a Dr. or other health care professional.
- 3.9 **BIB APRONS** shall be 75% cotton / 25% poly, with pockets, and white or blue in color.
- 3.10 **DENTAL SMOCKS** shall be green or blue in color, fabric content to be 80% poly - 20% cotton, snap-up front closure, full sleeves with raglan cuffs, throat-guard collar with snap closure, two waist pockets, side vents, and sizes to be fit by successful contractor.
  - 3.11.1 All coats shall be free of noticeable stains, pressed and suitable attire for a Dr. or other health care professional.
- 3.11 **BIO HAZARD BAGS**, approved by OSHA and suitable for use in medical clinics.
- 3.12 **BAKER'S MIT**, for handling hot cooking dishes during food preparation.
- 3.13 **BAR SWIPE CLOTH**, for cleaning surfaces (possibly grills) during food preparation.
- 3.14 **SURGICAL SHEETS**, suitable for use during examination.

- 3.15 **WORK PANT**, 65% polyester / 35% cotton twill designed for comfort and wrinkle / soil resistance.
- 3.16 **WORK SHIRT**, 65% polyester / 35% cotton poplin designed for comfort and wrinkle / soil resistance.
- 3.17 **WARM-UP JACKET**, 65% polyester / 35% cotton with cuff sleeve.
- 3.18 **COMMUNITY MENTAL HEALTH CLOTHING AND LINEN**, A complete list of the clothing and linen required for this location is attached to the bid.

**4. QUALITY**

- 4.1 The items furnished under these specifications shall be of the highest quality in accordance with established commercial standards.
- 4.2 Finished products shall be cleaned, dry, in good repair (no tears, spots, stains, burn marks, or holes), odor-free, lint-free, pressed and wrinkle-free.
  - 4.2.1 If City/County staff determine the finished product does not meet the requirements listed here, the contractor must make an additional delivery within 24 hours to replace the items as requested.
- 4.3 All work performed shall be done under sanitary conditions.
- 4.4 Except for articles determined to be unserviceable, the contractor shall repair all minor rips, tears, open seams, and holes using thread and materials of the same quality, compatible color and similar appearance and quality.
  - 4.4.1 All such repairs are performed at no additional cost to the City/County.

**5. DELIVERY**

- 5.1 Delivery, as well as price, shall be a factor in determining award.
- 5.2 Repeated delayed or partial deliveries shall be interpreted as failure to meet contractual obligations and may be cause for cancellation of the contract.
- 5.3 Unit prices offered shall be inclusive of all charges including delivery, capital equipment, investments, energy costs, environmental, service or surcharges, maintenance fees, replacement charges for normal wear, minimum inventory levels, or any other costs associated with the services proposed.

**6. SAMPLES**

- 6.1 Prior to award of a contract, the selected bidder may be required to furnish a sample of each item proposed, at no charge to the City/County.
  - 6.1.1 Such sample will be retained by the using department for comparison with items delivered under the resulting contract.
  - 6.1.2 Samples must be of acceptable quality in order for the selected bidder to receive the contract award.

**7. QUANTITIES**

- 7.1 Quantities listed are estimates of anticipated usage for the initial term of the contract.
  - 7.1.1 The City/County retains the option to increase or decrease quantities based on actual usage.
  - 7.1.2 The City/County does not guarantee any specific minimum quantities during the term of this agreement.

**8. REFERENCES**

- 8.1 Each interested bidder must provide at least three (3) customer references who have similar service (including multiple locations, billing addresses and types of facilities).
  - 8.1.1 Reference information shall be scanned and attached to the Response Attachments section of the ebid.

**9. INVOICING & BILLING REQUIREMENTS**

- 9.1 All City/County departmental customers shall be billed on a monthly basis including an itemized listing of all products/services and the date provided for the billing period.

- 9.2 A single invoice shall be provided, if requested from City/County Depts., which have multiple locations with only a single central accounts payable/processing area (i.e., City Fire Dept. locations, etc.; see attached "Delivery Locations" for possible participants).
  - 9.2.1 If a central invoice is requested it shall be accompanied with individual signed delivery slips for the period (provided as authorization and acknowledgment of the amounts billed).
  - 9.2.2 A service/delivery receipt shall be left at each facility location at the time of service/delivery.
    - 9.2.2.1 A signature shall be obtained by a City/County employee for the delivery.
  - 9.2.3 Attach a sample of your billing documents to your proposal in the Response Attachment section of the ebid.

**10. INSURANCE**

- 10.1 The successful contractor shall purchase and maintain in force, at his/her own expense, such insurance as will protect him/her from claims which may arise out of or result from the Contractor's execution of the work, whether such execution be by him/herself.
  - 10.1.1 See the attached Insurance Requirements for City Contract document for specific information.

**11. TERMINATION / ASSIGNMENT**

- 11.1 The City/County may terminate the Contract if the Contractor:
  - 11.1.1 Refuses or fails to supply enough properly skilled workers or proper equipment to satisfactorily provide for the complete needs of the County/City as requested.
  - 11.1.2 Disregards laws, ordinances, or regulations or orders of a public authority having jurisdiction over the Contract.
  - 11.1.3 Otherwise commits a substantial breach of any provision of the Contract Document.
- 11.2 By mutual agreement both parties of the contract agreement, upon receipt and acceptance of a written notice, the contract may be terminated with a minimum of 30 day notification, prior to the end of the contract period, without penalty to either party.
  - 11.2.1 Upon any such termination, the Contractor agrees to waive any claims for damages, including loss of anticipated profits, on account thereof, and as the sole right of remedy of the Contractor.
  - 11.2.2 Upon such termination, the obligation of the Contract shall continue as to options of the work already performed and as to bona fide obligations the Contractor assumed prior to the date of termination.
- 11.3 In the event of any proceedings by or against either party, voluntary or involuntary, in bankruptcy or insolvency, or for the appointment of a receiver or trustee for the benefit of creditors, of the property of the Contractor, the County may cancel this contract or affirm the contract and hold the Contractor responsible for damages.
- 11.4 The contract established as a result of this proposal process shall not be transferred to/or assigned without prior written consent of the City/County.

**12. EVALUATION AND AWARD**

- 12.1 The bid will be awarded to the most responsible, responsive Bidder whose offer will be most advantageous to the County/City, and deemed to best serve our requirements.
  - 12.1.1 The firm selected shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of the County/City.
- 12.2 The composition of the vendor's firm, including the key customer service personnel, the suppliers ability to provide high quality products, provide the services specified, adherence to specifications, references and pricing will determine the basis for award.
- 12.3 Vendor price will be a consideration in the award of this contract.

**COMMUNITY MENTAL HEALTH CENTER - CRISIS CENTER**

<b>PRODUCT</b>		<b>INVENTORY</b>	<b>SPECIFICATIONS</b>
Robes			No Tires or Straps
Gowns	Large		No Ties or Straps
Gowns	X-Large		Each Size a Different Color or each Size being fairly easily identified
Pants	Medium		No Ties or Straps
Pants	Large		Prefer Elastic
Pants	X-Large		Each Size a Different Color or each Size being Fairly easily identified
Pants	XX-Large		
Pants	XXX-Large		
Bath Towels			
Wash Cloths			
Pillow Cases			
Mattress Pads			
Fitted Sheets - 72"			
Flat Sheets			
Blankets - Thermal			
Gowns could be of a material used in hospital scrubs or of a different material.			
Vendor must maintain a sufficient inventory of all items listed.			

LOCATION ATTACHMENT A

Police Garage	635 J St
Aging Downtown	10050St
Aging Admin	10050St
Aging Kitchen	1005 O St
Parks Ager Play Center	1300 S 27th St
Parks F St Rec	1225 F St
StarTran	710 J St
Fleet Services	901 N 6th St
PU/NE Treatment Fac A-17	7000 N 70 <sup>th</sup> St
Parks Easterday Rec Center	8130 Adams St
PU/Waste LAB-A-17	2400 Theresa St
PU/H2O LAB-A-17	2400 Theresa St
PU/Wtp Shop-A-18	2400 Theresa St
PU/Waste Admin-A-25	2400 Theresa St
PU/Wastewater-A-16	2400 Theresa St
PU/Sanitary-A-22	2400 Theresa St
PU/Water Operations	2021 N 27th St
Parks Muny Bldg	233 S 23 <sup>rd</sup> St
Parks NE District Office	5045 Colby St
Fire Shop	300 South St
Parks Mahoney Golf Maint Shop	7900 Adams
Parks Pioneers Park Nature Ctr	3201 S Coddington
Radio Shop	2540 Fair St
Parks Highlands Maint	5501 NW 12th St
PU/Ashland H2O Protc	401 Hwy6
PU/48th Transfer Stn	5105 N 48th St
PU/BluffRd Facility	6001 BluffRd
Parks Air Park Rec Ctr	3720 NW 46th St
City/Cnty Health	3140 N St
Parks Auld Rec Ctr	3140 Sumner St
Health/Dental	3040 N St
Health/Nursing	3140 N St
Aging NE Senior Ctr	6310 Platte Ave
PW/Engineering	531 Westgate
Infomlation Services	233 SI0th St
Library	3 Locations
PW/Comhusker Parking Garage	1220 L St
PW/Center Park Garage	1120 N St
PW/Haymarket Parking Garage	840 Q St
PW/Market Place Garage	925 Q St
PWUniversity Square Garage	101 N 14thSt
PW/Caniage Park Garage	1120 L St
PW/Que Place Garage	1111 Q St
Parks Park Ten Ctr	955 S gth St
Parks Ballard Pool	3901 66 <sup>th</sup> St
Parks Highlands Pool	5511 NW 12th St
Parks Arnold Heights Pool	4000 NW 46th St

Dept. Of Corrections - Location 1 - 605 South 10th Street  
Dept. Of Corrections - Location 2 - 4420 NW 41st Street  
Community Mental Health Center - 2200 St. Marys  
Avenue Youth Services Center - 1200 Radcliff Street  
County Engineer- 444 Cherrycreek Road- Bldg C  
County Engineer- 444 Cherrycreek Road- Bldg B  
Building and Grounds- 555 and 575 South 10th  
Street Weed Commission - 444 Cherrycreek Road  
Public Defender- 633 South 9th Street

OTHER LOCATIONS AS DIRECTED BY CITY/COUNTY STAFF

Adult Detention Center  
Block 38 Parking Garage

3801 W. "O" St  
1317 "Q" Street