

CITY OF CORAL SPRINGS
9551 WEST SAMPLE ROAD
CORAL SPRINGS, FLORIDA 33065

REQUEST FOR QUOTATION
DATE: NUMBER:
1/5/12 12-D-047i

TAX EXEMPT # 16-00-196905-54C

THE ABOVE NUMBER MUST APPEAR ON ALL
QUOTATIONS AND RELATED CORRESPONDENCE

FAX # (954) 344-1186

THIS IS NOT AN ORDER

| REQUISITION NO. | REQUESTING DEPT. | ADDITIONAL INFORMATION | REPLY NOT LATER THAN | DATE DELIVERY REQUIRED |
|-----------------|----------------------|-------------------------------|------------------------------|---|
| | Parks and Recreation | Gail Dixon, (954) 344-1104 | 4:00 P.M. on Jan 26, 2012 | See delivery instructions specified below |

ATTENTION VENDOR

All prices, terms and delivery on articles and/or service described below are subject to conditions unless otherwise indicated by City or Vendor. Failure to indicate any differences in conditions and/or specifications shall be cause for rejection.

DESCRIPTION

Summer Recreation T-Shirts

The City of Coral Springs is hereby requesting quotations for t-shirts for staff and camp participants for its Summer Recreation Program. The camper t-shirts color will be tangerine, staff t-shirts will be ash, Director T-shirts will be light blue, and the CIT t-shirts change each year. Adult shirts to be #2000 Gildan 100% cotton, 6.1 oz., sleeve shirt with a screened rainbow 3 color logo on the front of the shirt. Kids sizes 14-16 size are #2000 Gildan 100% cotton, 6.1 oz in Tangerine (no substitutes). The printing on the back of the shirt will be "Coral Springs Parks and Recreation Dept." with 2 trees. The screen is a simulated process (not spot color) to create the rainbow effect (1/2 tone on top of each color) (ex. Blue/yellow/red. Blue blends into green into yellow to orange and red). **Logo sample on City website (<http://www.coralsprings.org>)** and a sample shirt can be seen in Purchasing. **Staff front screen** – small version of logo. Staff shirt will say **Staff** below logo back screen – **Staff** under the Parks & Recreation logo, **Director front screen** – small version of logo **Director** under logo, back screen **Director** under Parks & Recreation logo. **Volunteer shirts front screen**-small version of logo **Volunteer** under logo, back screen **Volunteer** under Parks & Recreation logo. **Kids front screen** – full chest version. This is the same logo we've used for the past twelve (12) years or more. Logo colors must be approved by Joan Dowling prior to being printed.

Delivery Instructions:

The job will be split into 3 different orders with the first and largest one towards the end of May. This will be approximately 80% of the total order and these shirts will need to be received within 14 days. The second order will be around June 4th and must be received within 10 days. The final order will be around June 21st and these shirts will need to be received within 10 days. All shirts must be delivered to the Coral Springs Gymnasium, 2501 Coral Springs Drive, Coral Springs, FL 33065, Attention: Joan Dowling.

Note: This will be for a contract for Vendor to provide these shirts on a yearly basis. The first term is for two (2) years with an option for two (2) additional two (2) year renewals, for a total of six (6) years. Price increases are limited to 4% or the Consumer Price Index (C.P.I.), whichever is lower and only when the renewal options are being approved.

Insurance:

The Contractor shall provide the City of Coral Springs with a certificate of insurance evidencing the insurance coverage as specified below.

1. The Successful Offeror shall secure and maintain, at its own expense, and keep in effect during the full period of the contract, a policy or policies of insurance, which must include the following coverages and minimum limits of liability:

(a) Worker's Compensation and Employer's Liability Insurance with a minimum limit of \$100,000 each accident for all employees of the Successful Offeror engaged in work under the Contract in accordance with the laws of the State of Florida. The Successful Offeror shall agree to be responsible for the employment, control and conduct of its employees and for any injury sustained by such employees in the course of their employment.

(b) Comprehensive General Liability Insurance with the following minimum limits of liability:

\$ 1,000,000 Combined Single Limit, Bodily
Injury and Property Damage
Liability per occurrence

Coverages shall specifically include the following:

1. Premises and Operations;
2. Independent Contractors;
3. Products and Completed Operations;
4. Broad Form Property Damage;
5. Broad Form Contractual Coverage applicable to the Contract and specifically confirming the indemnification and hold harmless agreement in the Contract;
6. Personal Injury Coverage with employment and contractual exclusions removed and deleted.

(c) Comprehensive Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Successful Offeror in the performance of the work with the following minimum limits of liability:

\$ 1,000,000 Combined Single Limit, Bodily
Injury and Property Damage
Liability per occurrence

2. ALL LIABILITY INSURANCE POLICIES SHALL SPECIFICALLY PROVIDE THAT THE CITY OF CORAL SPRINGS IS AN ADDITIONAL NAMED INSURED OR ADDITIONAL INSURED WITH RESPECT TO THE REQUIRED COVERAGES AND THE OPERATIONS OF THE CONTRACTOR UNDER THE CONTRACT. Insurance companies selected must be acceptable to CITY. All of the policies of insurance so required to be purchased and maintained shall contain a provision or endorsement that the coverage afforded shall not be canceled, materially changed or renewal refused until at least thirty (30) calendar days written notice has been given to CITY by certified mail.

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Summer Recreation T-Shirts
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The following is a list of what size shirts were purchased last year, though the actual numbers vary somewhat each year. The selected vendor will get the list of sizes from Parks and Recreation staff when they place the actual order.

| Camper T-Shirts Color: Tangerine Gildan #2000 100% cotton 6.1 oz | Size | Est. Qty. | Cost | Extended Delivered Cost |
|---|-----------|-----------|------|----------------------------|
| Childs | 14-16 | 560 | \$ | \$ |
| Adult | Sm. – XL | 343 | \$ | \$ |
| Total Qty. Camper Shirts | | 903 | | |
| Total Cost For Campers Shirts | | | | \$ |
| | | | | |
| Volunteer. T-Shirts Color: Varies #2000 Gildan 100% cotton, 6.1 oz | Size | Est. Qty. | Cost | Extended Delivered Cost |
| Adult | Sm. – XL | 208 | \$ | \$ |
| Adult | XX-Large | 6 | \$ | \$ |
| Total Qty. C.I.T. Shirts | | 214 | | |
| Total Cost For C.I.T. Shirts | | | | \$ |
| | | | | |
| Staff T--Shirts Color: Ash #2000 Gildan 100% cotton, 6.1 oz | Size | Est. Qty. | Cost | Extended Delivered Cost |
| Adult | Sm. – XL | 450 | \$ | \$ |
| Adult | XX-Large | 36 | \$ | \$ |
| Adult | XXX-Large | 6 | \$ | \$ |
| Total Qty. Staff Shirts | | 492 | | |
| Total Cost For Staff Shirts | | | | \$ |

| Director T--Shirts Color: Light Blue 2000 Gildan 100% cotton, 6.1 oz | Size | Est. Qty. | Cost | Extended Delivered Cost |
|---|---------|-----------|------|----------------------------|
| Adult | Sm – XL | 99 | \$ | \$ |
| Adult | XXL | 6 | \$ | \$ |
| Adult | XXXL | 3 | \$ | \$ |
| Total Qty. Director Shirts | | 108 | | |
| Total Cost For Director Shirts | | | | \$ |
| Grand Total For All Shirts (Camper, Staff & C.I.T.& Director) | | | | \$ |

*Prices should include all screen printing and/or artwork and shipping or delivery costs.

Note: Pricing must be submitted on the City's quote form.

**Faxed quotes are acceptable as long as they are received by 4:00 p.m. on the date due.

COMPANY NAME: _____
 ADDRESS: _____
 CITY/STATE/ZIP: _____
 TELEPHONE NO.: _____ FAX #: _____ E-MAIL: _____
 SIGNATURE: _____ PRINT NAME: _____
 TITLE: _____

Please note: The tabulation will be posted on the City's website at <http://www.coralsprings.org>.