



City of Tacoma, WA

TACOMA FIRE
REQUEST FOR INFORMATION
ALL WEATHER JACKETS
SPECIFICATION NO. FD21-0682F

City of Tacoma

Tacoma Fire Department



REQUEST FOR INFORMATION

FD21-0682F All Weather Jackets

Submittal Deadline: 11:00 a.m., Pacific Time, Tuesday, October 19, 2021

Submittals must be received by the City's Procurement and Payables Division prior to 11:00 a.m. Pacific Time.

For electronic submittals, the City of Tacoma will designate the time of receipt recorded by our email, bids@cityoftacoma.org, as the official time of receipt. This clock will be used as the official time of receipt of all parts of electronic bid submittals.

Submittal Delivery: Sealed submittals will be received as follows:

By Email:

bids@cityoftacoma.org

Maximum file size: 35 MB. Multiple emails may be sent for each submittal.

Bid Opening: Held virtually each Tuesday at 11AM. Attend [via this link](#) or call 1 (253) 215 8782.

Submittals in response to a RFI will be recorded as received. As soon as possible, after 1:00 PM, on the day of submittal deadline, preliminary results will be posted to www.TacomaPurchasing.org.

Solicitation Documents: An electronic copy of the complete solicitation documents may be viewed and obtained by accessing the City of Tacoma Purchasing website at www.TacomaPurchasing.org.

- [Register for the Bid Holders List](#) to receive notices of addenda, questions and answers and related updates.
- Click here to see a [list of vendors registered for this solicitation](#).

Pre-Proposal Meeting: A pre-proposal meeting will not be held.

Project Scope: The City of Tacoma (City) is issuing this Request for Information (RFI) to select an All-Weather Jacket that is part of our City provided uniform.

Estimate: N/A

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Template Revised: 11/24/2020

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Paid Sick Leave: The City of Tacoma requires all employers to provide paid sick leave as set forth in Title 18 of the Tacoma Municipal Code. For more information, visit [our Minimum Employment Standards Paid Sick Leave webpage](#).

Americans with Disabilities Act (ADA Information): The City of Tacoma, in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. Specification materials can be made available in an alternate format by emailing Gail Himes at ghimes@cityoftacoma.org, or by calling her collect at 253-591-5785.

Title VI Information:

"The City of Tacoma" in accordance with provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration of award.

Additional Information: Requests for information regarding the specifications may be obtained by contacting Ryan Foster, Senior Buyer by email to rFoster1@cityoftacoma.org

Protest Policy: City of Tacoma [protest policy](#), located at www.tacomapurchasing.org, specifies procedures for protests submitted prior to and after submittal deadline.




Meeting sites are accessible to persons with disabilities. Reasonable accommodations for persons with disabilities can be arranged with 48 hours advance notice by calling 253-502-8468.

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SUBMITTAL CHECK LIST

This checklist identifies items to be included with your submittal. Any submittal received without these required items may be deemed non-responsive and not be considered for award. Submittals must be received by the City of Tacoma Purchasing Division by the date and time specified in the Request for Information page.

The following items make up your submittal package:	
(1) Electronic copy in either Word or PDF format	
Letter of Interest	
Literature to include technical specifications, safety data information, warranty, brochures, etc.	
Technical specification sheets	
<i>Any other additional information relevant to this RFI</i>	

1. INTRODUCTION

The City of Tacoma (City) Fire Department is soliciting information for All-Weather Jackets meeting our specified criteria for use by the department.

2. PURPOSE

The City of Tacoma (City) is issuing this Request for Information (RFI) to select an All-Weather Jacket that is part of our City provided uniform.

3. CALENDAR OF EVENTS

This is a tentative schedule only and may be altered at the sole discretion of the City.

The anticipated schedule of events concerning this RFI is as follows:

Question Deadline:	10/6/2021
Questions and Answers Posted:	10/12/2021
Submittal Due Date:	10/19/2021

4. INQUIRIES

Additional process clarification questions will be accepted by email to [Ryan Foster](#) by October 10th at 5:00 pm, Pacific Time.

- 4.1 Questions marked confidential will not be answered or included.
- 4.2 The City reserves the discretion to group similar questions to provide a single answer or not to respond when the requested information is confidential.
- 4.3 The answers are not typically considered an addendum.
- 4.4 The City will not be responsible for unsuccessful submittal of questions.
- 4.5 Written answers to questions will be posted in the event approximately one week after the question deadline.

5. DISCLAIMER

Please note that this Request for Information is not a Request for Bids (RFB) or a Request for Proposals (RFP), and there is no guarantee that either a RFB or RFP will be issued. A Respondent's decision to respond, or not to respond, to this RFI will NOT be a factor in evaluating any later RFB or RFP.

While the intent of this RFI is to help identify vendors who meet various requirements for a competitive solicitation, there is no guarantee that any specific information presented by any Respondent will ultimately be included in any future solicitation issued by the City.

Each Respondent shall bear all expenses incurred by the preparation and presentation of its RFI response. The City will therefore reject any claim made against them in this matter, regardless of the results of the subsequent processes, if any.

6. QUALIFYING REQUIREMENTS

6.1 Equipment Requirements: An all-weather jacket capable for withstanding and providing protection for first responders in the Pacific Northwest.

6.2 Technical Requirements:

6.2.1 Material Requirements

6.2.1.1 Waterproof exterior layer

6.2.1.2 HiVis reflective striping

6.2.1.3 Colors: Red/Black or Red/Dark Navy (with Red being the primary color on each option.

6.2.1.4 Ability to retain waterproof layer after attaching/reattaching patches

6.2.1.4 Ability to apply "Tacoma Fire" in reflective lettering on the back

6.2.2 Sizing: Men's and Woman's sizes with the option for additional sizes in Tall/Long

- Extra Small, Small, Medium, Large, Extra Large, 2XL, 3XL

6.2.3 Stowable or removable hood

6.3 Optional Features:

6.3.1 Breathable exterior layer

6.3.2 Underarm zippers for venting

6.3.3 Removable inner layer

6.3.4 Radio/accessory pocket

6.3.5 Wrist sizing adjustments, binding cuffs or stretch fabrics alternatives to adjustments

7. CONTENT TO BE SUBMITTED

7.1 Technical specifications for each submitted all-weather jacket style provided for review, specifically waterproofing and breathability.

- 7.2 Standards and limitations on materials.
- 7.3 Documentation on all additional features.
- 7.4 Location of manufacturing.
- 7.5 Location of current resellers (if applicable) or sales rep.
- 7.6 Standard lead-time on orders.
- 7.7 Warranty.
- 7.8 Three references from Public Safety organizations from similar climate regions as Tacoma, WA.
- 7.9 Description of the customer service process from ordering, returns, repairs, etc.

8. IMPORTANT INFORMATION

- 8.1 Vendors can submit multiple jackets per submittal.
- 8.2 After the submittal is closed, TFD will contact each vendor to schedule a demonstration time. Vendors will be allotted a 30 minute per coat timeframe to present the jackets to the committee, with a maximum of 2 hours per agency. We anticipate the demonstration day to be, Monday November 15.
- 8.3 It is likely that these demonstrations will be provided virtually.
- 8.4 TFD would like to have at least one (1) jacket in each size Medium, Large and Extra Large for the committee to look at in person in two weeks before the demonstrations, so delivery by October 29. Jackets can be mailed or hand delivered to our Fire Garage at 3401B South Orchard, Tacoma WA 98466-6826. Jackets will be returned to vendors either via mail or can be picked up after the demonstration day.

9. INSURANCE

With virtual demonstrations, it is not anticipated there will be any insurance requirements. If that changes and vendors attend demonstrations on site, they will need to provide a COI with shows a minimum of:

Contractor shall maintain Commercial General Liability Insurance policy with limits not less than One Million Dollars (\$1,000,000) each occurrence and Two Million Dollars (\$2,000,000) annual aggregate. The Commercial General Liability Insurance policy shall be written on an Insurance Services Office form CG 00 01 04 13 or its equivalent. Products and Completed Operations shall be maintained for a period of three years following Substantial Completion of the Work related to performing construction services.

This policy shall include product liability especially when a Contract solely is for purchasing supplies. The Commercial General Liability policy shall be endorsed to include:

- A per project aggregate policy limit, using ISO form CG 25 03 05 09 or an equivalent endorsement.

10. ENVIRONMENTALLY PREFERABLE PROCUREMENT

In accordance with the City of Tacoma's [Sustainable Procurement Policy](#), it is the policy of the City of Tacoma to encourage the use of products or services that help to minimize the environmental and human health impacts of City Operations. Respondents are encouraged to incorporate environmentally preferable products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, products, manufacturing, packaging, distribution reuse, operation, maintenance or disposal of the product or service.

The City of Tacoma encourages the use of sustainability practices and desires any awarded contractor(s) to assist in efforts to address such factors when feasible for:

- Reduction of pollutant releases
- Toxicity of materials used
- Waste generation
- Greenhouse gas emissions, including transportation of materials and services
- Recycle content
- Comprehensive energy conservation measures
- Waste management reduction plans
- Potential impact on human health and the environment

11. EQUITY IN CONTRACTING

The City of Tacoma is committed to encouraging firms certified through the [Washington State Office of Minority and Women's Business Enterprise](#) to participate in City contracting opportunities. See the **TMC 1.07 Equity in Contracting Policy** at the City's [Equity in Contracting Program website](#).

12. PROPRIETARY OR CONFIDENTIAL INFORMATION

The Washington State Public Disclosure Act ([RCW 42.56 et seq.](#)) requires public agencies in Washington make public records available for inspection and copying unless they fall within the specified exemptions contained in the Act, or are otherwise privileged. Documents submitted

under this RFI shall be considered public records and, with limited exceptions, will be made available for inspection and copying by the public.

Information that is confidential or proprietary must be clearly marked. Further, an index must be provided indicating the affected page number(s) and location(s) of all such identified material. Information not included in said index will not be reviewed for confidentiality or as proprietary before release.

13. ADDENDUMS

In the event it becomes necessary to revise any part of this RFI, an addendum will be issued through the solicitation.