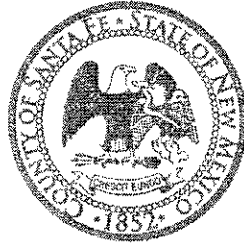


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: *December 27, 2017*

TO: *Board of County Commissioners*

FROM: *Bill Taylor, Purchasing Manager* *BT*

VIA: *Katherine Miller, County Manager*
Stephanie Schardin Clarke, Finance Director
David Sperling, Fire Chief

ITEM AND ISSUE: BCC Meeting January 9, 2018

Request Approval of an Indefinite Quantity Price Agreement No. 2018-0043-FD/IC with Kaufman's West, LLC for Uniforms for the Fire Department and Grant Signature Authority to the County Manager to Sign the Purchase Orders. (Bill Taylor, Purchasing Division)

SUMMARY:

The Fire Department and Purchasing Division solicited an Invitation for Bid (IFB) #2018-0043-FD/IC for Uniforms for the Santa Fe County Fire Department in accordance Section 13-1-103 NMSA 1978. The Fire Department requests approval of Agreement #2018-0043-FD/IC with Kaufman's to provide the required uniforms.

BACKGROUND:

The Santa Fe County Purchasing Division conducted an Invitation for Bid (IFB) pursuant to 13-1-103 NMSA 1978. According to Section 13-1-104 NMSA 1978, the IFB was advertised in the Legal Section of the New Mexican and the Albuquerque Journal. Only one proposal was received. The Fire Department reviewed the samples provided from Kaufman's and determined the uniforms met the specifications listed in the IFB.

ACTION REQUESTED:

The Fire Department is requesting approval of Agreement No. 2018-0043-FD/IC with Kaufman's West, LLC for uniforms for the Santa Fe County Fire Department and grant signature authority to the County Manger to sign the purchase orders.



**PRICE AGREEMENT
UNIFORMS FOR THE FIRE DEPARTMENT**

THIS AGREEMENT is made and entered into this _____ day of _____, 2017 by and between **Santa Fe County**, a political subdivision of the County of the state of New Mexico (hereinafter referred to as the "County") and **Kaufman's West LLC**, located at 1660 Eubank NE, Albuquerque, New Mexico 87112 (hereinafter referred to as the "Contractor.")

IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

1. DEFINITIONS

- A. "County" shall mean the County of Santa Fe, New Mexico.
- B. "Using Department or Department" shall mean a Department of Santa Fe County.
- C. "Purchase Order" shall mean a fully executed purchase document issued by the County Purchasing Department that specifies the items and services to be provided by the Contractor.
- D. "Price Agreement" means this indefinite quantity Price Agreement which requires the Contractor to provide the items to a Using Department which issues a Purchase Order.
- E. "Price" means the prices paid by the County and its Departments for uniforms for the Santa Fe County Fire Department as described in Exhibit A.

2. GOODS TO BE PROVIDED

- A. **Purchase.** Exhibit A of this Price Agreement are the prices for the Contractor's services and deliverables. Exhibit A also indicates any specifications required for the items that are subject of this Price Agreement.
- B. **Items Listed on Exhibit A.** The County may issue Purchase Orders for the purchase of the items listed on Exhibit A. Any service ordered by the County must be an item(s) described on Exhibit A. All orders issued hereunder must bear both an order number and the number of this Price Agreement No.2018-0043-FD/IC.
- C. **Quantities.** It is understood that this is an indefinite quantity Price Agreement and the County may purchase any quantity of the items listed on Exhibit A on an as-needed basis. No guarantee or warranty is made or implied that any order for any definite quantity of items be issued under this Price Agreement. The Contractor is required to accept the Purchase Order and furnish the item(s) and service.
- D. **Specifications.** The items furnished under this Price Agreement shall meet or exceed the specifications provided in IFB No. 2018-0043-FD/IC including all Addenda. Orders issued pursuant to this Agreement must show the applicable Price Agreement items/services(s) and price(s).
- E. **Delivery and Billing Instructions.**
 - 1. The Contractor shall deliver the items and service in accordance with the County's instructions. The Contractor shall also deliver, with the items ordered, an invoice listing the order number and the Price Agreement number.
 - 2. If the Department does not accept any deliverable and returns it to the Contractor, all related documentation furnished by the Contractor shall be returned.
 - 3. The Department will inform the Contractor within five business days that a deliverable is unacceptable by the Department.

4. Prices listed in Exhibit A for each item shall be the fixed prices and rates for the items and services.
3. **PAYMENT.** All payments under this Price Agreement are subject to the following provisions:
 - A. **Inspection.** Final inspection and acceptance of a deliverable shall be made by the Using Department.
 - B. **Acceptance.** In accordance with NMSA 1978, Section 13-1-158, the Using Department shall determine if the services and deliverables meet specifications and will accept the services or deliverables if they meet specifications. No payment shall be made for any service until the items and services have been accepted in writing by the Using Department. Unless otherwise agreed upon, between the Department and the Contractor within 30 days from the delivery and receipt of services or deliverable, the Using Department shall issue a written certification of complete or partial acceptance or rejection of any service or deliverable. Unless the Using Department gives notice of partial acceptance or rejection within the time specified in Paragraph 2 above, the services or deliverables will be deemed to have been accepted.
 - C. **Issuance of Orders.** Only written, signed and properly executed Purchase Orders are valid under this Price Agreement.
 - D. **Payment.** County shall pay Contractor on an invoice received from Contractor within 30 days from the date the County approves the invoice.
 - E. **Taxes.** Applicable gross receipts taxes or local option tax(es) shall be included on each invoice and shown as a separate item on each invoice. The payment of taxes for any money received under this Agreement shall be the Contractor's sole responsibility and must be reported under the Contractor's tax identification number(s). If the Using Department is exempt from the New Mexico gross receipts tax or local option taxes for the transaction, the Using Department shall provide the Contractor written evidence of such exemption(s).
 4. **TERM OF THIS AGREEMENT.** This Price Agreement shall not become effective until approved in writing by all the parties as shown by their signatures below. The term of this Agreement shall be two years from the Effective Date. The County has the option to renew on the same terms and conditions annually not to exceed a total of four years.
 5. **CANCELLATION.**
 - A. The County reserves the right to cancel without cost to the County all or any part of any order placed under this Price Agreement if the services or deliverables fail to meet the requirements of this Price Agreement.
 - B. The failure of the Contractor to perform its obligations under this Price Agreement shall constitute a default of this Price Agreement.
 - C. The Contractor may be excused from performance if the Contractor's failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor, unless the County shall determine that the item, to be furnished by a sub-contractor, is obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule.
 - D. Such causes of excuse include, but are not limited to, acts of God or the public enemy, acts of the County or Federal government, fires, floods, epidemics, quarantine restrictions,

strikes, freight embargoes, unusually severe weather and defaults of sub-contractors due to any of the above.

- E. The County may cancel all, or any part, of any order without cost to the County if the Contractor fails to meet material provisions of the order and the Contractor shall be liable for any excess costs incurred by the County that is associated with such default.

6. TERMINATION.

- A. **For Convenience.** Consistent with applicable New Mexico laws, this Price Agreement may be terminated by the County, without penalty, at any time prior to the termination date of this Price Agreement. County will provide at least 20 day's prior written notice to the Contractor of the date of termination. Notice of Termination of this Price Agreement shall not affect any outstanding order(s) issued under this Price Agreement prior to the effective date of termination for convenience by the County.
- B. **For Cause.** Either party may terminate this Agreement for cause based upon material breach of this Agreement by the other party, provided that the non-breaching party shall give the breaching party written notice specifying the breach and shall afford the breaching party a reasonable opportunity to correct the breach. If, within 30 days, after receipt of a written notice, the breaching party has not corrected the breach or, in the case of a breach which cannot be corrected in 30 days, begin and proceed in good faith to correct the breach, the non-breaching party may declare the breaching party in default and terminate the Agreement effective immediately. The non-breaching party shall retain any and all other remedies available to it under the law.

7. AMENDMENT. Except for amendment affecting price(s), this Price Agreement may be amended by mutual agreement of the County and the Contractor upon written notice by either party to the other. Any such amendment shall be in writing and signed by the parties hereto. Unless otherwise agreed to by the parties, an amendment shall not affect any outstanding Purchase Order(s) issued, by the County, prior to the effective date of the amendment.

8. ASSIGNMENT. Contractor shall not sell, assign, pledge, transfer, or otherwise convey any of its rights or interests in this Price Agreement.

9. NON-COLLUSION. In signing this Price Agreement, the Contractor certifies it has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with its offer and this Price Agreement.

10. RECORDS. During the term of this Price Agreement and for three years thereafter, the Contractor shall maintain detailed records pertaining to the services or deliverables provided. These records shall be subject to inspection by the Using Department, the County and State Auditor and other appropriate County authorities. The County shall have the right to audit billings both before and after payment. Payment under this Price Agreement shall not foreclose the right of the County to recover excessive or illegal payments.

11. APPROPRIATIONS. The terms of this Price Agreement, and any orders placed under it, are contingent upon sufficient appropriations and authorization being made by the Board of County Commissioners for the performance of this Price Agreement. If sufficient appropriations and

authorization are not made, this Price Agreement, and any orders placed under it, shall terminate upon written notice being given to the Contractor. The County's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

12. CONFLICT OF INTEREST. The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with any performance required under this Price Agreement. The Contractor shall comply with any applicable provisions of the New Mexico Governmental Conduct Act and the New Mexico Financial Disclosures Act.

13. APPROVAL OF CONTRACTOR'S REPRESENTATIVES. The County reserves the right to require a change in Contractor representatives if the assigned representatives are not, in the opinion of the County, serving the needs of the County adequately.

14. SCOPE OF AGREEMENT, MERGER. This Price Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof and all such covenants, agreements and understandings have been merged into this written Price Agreement. No prior agreement or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Price Agreement.

15. NOTICE. The New Mexico Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199 imposes civil misdemeanor criminal penalties for its violation. In addition, the New Mexico criminal statutes impose penalties for bribes, gratuities and kickbacks.

16. INDEMNIFICATION. The Contractor shall hold the County and its Departments, agencies and employees harmless and shall indemnify the County and its agencies and employees against any and all claims, suits, actions, liabilities and cost of any kind, including attorney's fees for personal injury or damage to property arising from the acts or omissions of the Contractor, its agents, officers, employees, or sub-contractors. The Contractor shall not be liable for any injury or damage as a result of any negligent act or omission committed by the Department, its officers or employees.

17. THIRD PARTY BENEFICIARY. This Price Agreement was not intended to and does not create any rights in any persons not a party hereto.

18. NEW MEXICO TORT CLAIMS ACT. No provision of this Price Agreement modifies or waives any sovereign immunity or limitation of liability enjoyed by the County and its Departments or its "public employees" at common law or under the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, et seq.

19. INSURANCE.

A. General Conditions. The Contractor shall submit evidence of insurance as is required herein. Policies of insurance shall be written by companies authorized to write such insurance in New Mexico.

- B. General Liability Insurance, Including Automobile. The Contractor shall procure and maintain during the life of this Price Agreement a comprehensive general liability and automobile insurance policy with liability limits in amounts not less than \$1,000,000 combined single limits of liability for bodily injury, including death, and property damage for any one occurrence. Said policies of insurance shall include coverage for all operations performed for the County by the Contractor; coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment, both on and off work; and contractual liability coverage under which this Price Agreement is an insured contract. Santa Fe County shall be named an additional insured on the policy.
- C. Worker's Compensation Insurance. The Contractor shall comply with the provisions of the Worker's Compensation Act.
- D. Increased Limits. If, during the life of this Price Agreement, the Legislature of the State of New Mexico increases the maximum limits of liability under the Tort Claims Act (NMSA 1978, Sections 41-4-1 through 41-4-29, as amended), the Contractor shall increase the maximum limits of any insurance required herein.

20. APPLICABLE LAW. This Price Agreement shall be governed by the laws of the State of New Mexico.

21. CHOICE OF LAW. This Price Agreement shall be governed by and construed in accordance with the laws of the State of New Mexico. The parties agree that the exclusive forum for any litigation between them arising out of or related to this Price Agreement shall be in the First Judicial District Court of New Mexico, located in Santa Fe County, New Mexico.

22. INVALID TERM OR CONDITION/SEVERABILITY. The provisions of this Price Agreement are severable, and if for any reason, a clause, sentence or paragraph of this Price Agreement is determined to be invalid by a court or department or commission having jurisdiction over the subject matter hereof, such invalidity shall not affect other provisions of the Price Agreement, which can be given effect without the invalid provision.

23. ENFORCEMENT OF AGREEMENT. A party's failure to require strict performance of any provision of this Price Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by party or any of its rights under this Price Agreement shall be effective unless express and in writing, and not effective waiver by a party of any of its right shall be effective to waive any other rights.

24. SURVIVAL. The Provisions of the following listed paragraphs shall survive termination of this Price Agreement: Delivery & Billing Instructions; Records; Indemnification; Applicable Law; and Survival.

25. NOTICES. Either party may give written notice to the other party in accordance with the terms of this Price Agreement. Any written notice required or permitted to be given hereunder shall be deemed to have been given on the date of delivery if delivered by personal service or hand delivery or three business days after being mailed.

To the County:

Santa Fe County Fire Department
Attn: Fire Chief
PO Box 276
Santa Fe, NM 87504-0276

To the Contractor:

Kaufman's West LLC
Attention: Nathan Korn
1660 Eubank NE
Albuquerque, N.M. 87112

Either party may change its representative or address above by written notice to the other in accordance with the terms of this Price Agreement. The carrier for mail delivery and notices shall be the agent of the sender.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of the last signature below.

SANTA FE COUNTY

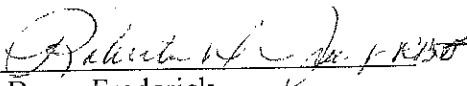
Henry P. Roybal, Chair
Santa Fe County Board of County Commissioners

ATTESTATION:

Geraldine Salazar,
Santa Fe County Clerk

Date

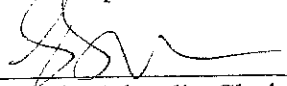
Approved as to form:



R. Bruce Frederick
Santa Fe County Attorney

12-20-17
Date

Finance Department:



Stephanie Schardin Clarke
Finance Director

12/21/17
Date

CONTRACTOR

_____ Date

By: _____
(Print Name)

Its: _____
(Print Title)

EXHIBIT A

Item	Item Description	Price per item	Manufacturer
1.	All wool ball cap	\$ 19.90	Richardson
2	Poplin ball cap	\$ 13.90	Richardson
3	Uniform class A Dress cap Bell Crown (air force style) Firefighter Lieutenant Captain Chief (includes District, Deputy and Assistant & Fire Chief)	\$ 62.90 \$ 68.90 \$ 84.90 \$ 129.90	Keystone
4	Uniform Class A long Coat Sewing per patch/per sleeve Sewing gold or silver ribbon on sleeve	\$ 219.90 \$ 4.90 \$ 13.90	Elbeco
5	Uniform Class A Trousers	\$ 86.90	Elbeco
6	Uniform Class A gloves	\$ 6.90	Kaufmans
7	Uniform Duty Shirt (white & light blue) Long sleeve Short Sleeve Patch sewing Long sleeve Navy Blue Short Sleeve Navy Blue	\$ 39.90 \$ 34.90 \$ 2.95 \$ 45.90 \$ 40.90	Elbeco
8	Uniform Class B Shirt Long Sleeve Short Sleeve	\$ 118.90 \$ 99.90	Workrite

	Patch sewing	\$ 2.95	
9	Uniform Polo Shirt		511
	Long Sleeve	\$ 69.90	
	Short Sleeve	\$ 64.90	
10	Uniform Short sleeve T-shirt	\$ 11.90	Hanes
11	Uniform Long sleeve T-shirt		Hanes
	Small- XL	\$ 19.90	
	XXL	\$ 21.90	
	XXXL	\$25.90	
12	Collar Brass	\$ 22.90	Blackinton
13	Traditional Nomex Uniform pant		Workrite
	6.0 ounce	\$ 93.90	
	7.5 ounce	\$ 105.90	
14	Plain duty Garrison Belt	\$ 19.90	Kaufmans
15	Tactical Belt	\$ 39.90	Black Hawk
16	Physical training shorts	\$ 17.90	Jersee
17	Sweatpants	\$ 19.90	Jersee
18	Sweatshirts	\$ 24.90	Jersee
19	Duty Jacket 5-in-1	\$ 245.90	511
	Option for 1" reflective tape sewn onto both arms just above & below elbow and 1" band over back of coat	\$ 325.80	
20	Duty Jacket Parka	\$ 298.90	511
	Option for 1" reflective tape sewn onto both arms just above & below elbow and 1" band over back of coat	\$ 378.80	

21	Name Tag	\$ 13.90	Kaufmans
22	Uniform Tie	\$ 6.90	Kaufmans
23	¼ Zip Neck Job Shirt	\$ 91.90	511
24	EMS Pants		Topps PA65-7905 Firewear
	Sizes 28 to 46	\$148.90	
	Sizes 48 & 50	\$173.90	

Oversize Charges:

Apply to all sized clothing and duty items as follows:

- Long lengths and XXL: Add 10%
- XXXL: Add 20%
- XXXXL: Add 30%

