

BOSTON PUBLIC HEALTH COMMISSION

Boston Emergency Medical Services



REQUEST FOR QUOTES
for
Personnel Uniform Allotments

November 18, 2024

The Boston Public Health Commission (BPHC) is issuing a Request for Quotes (RFQ) from qualified respondents for Boston EMS personnel uniform allotments.

DEADLINE	
Monday, November 18, 2024	Advertisement released in the Boston Globe
Monday, November 18, 2024, by 9:00 AM ET	RFQ is available online at boston.gov/bids
Friday December 6, 2024, by 5:00 PM ET	<p>Deadline to submit INTENT TO APPLY. Submit an email to:</p> <p style="text-align: center;">Len Shubitowski Superintendent shubitowski@bostonems.org</p> <p>Subject Title: RFQ Intent to Apply – Uniform Allotment Message: Provide company name, point of contact, address and intent to apply.</p>
Friday December 6, 2024, by 5:00 PM ET	<p>Deadline to submit QUESTIONS about the RFQ via email to:</p> <p style="text-align: center;">Len Shubitowski Superintendent shubitowski@bostonems.org & RFR@bphc.org</p> <p>Subject Title: RFQ Questions – Uniform Allotment</p>
Tuesday, December 10, 2024, by 5:00 PM ET	Responses to questions received posted at boston.gov/bids
Friday, December 13, 2024, by 5:00 PM ET	<p>Submit response via email to:</p> <p style="text-align: center;">Len Shubitowski Superintendent shubitowski@bostonems.org & RFR@bphc.org</p> <p>Subject Title: RFQ Submission – Uniform Allotment</p>
Monday, January 13, 2024, by 5:00 PM ET	<p>Notification of selection is expected to occur on or before January 13th</p> <p>BPHC has the discretion to extend this time period without notice to the proposers. All proposals shall remain valid and open for a period of one hundred twenty (120) days from the proposal submission date, unless a proposer notifies BPHC of its withdrawal.</p>
Tuesday, July 1, 2025, by 5:00PM ET	Year one (1) contract start date with selected respondent.

Background

The Boston Public Health Commission (BPHC) is the local public health department for the city of Boston. BPHC’s mission is to protect, preserve, and promote the health and well-being of all Boston residents, particularly the most vulnerable populations. Boston Emergency Medical Services (Boston EMS), a Bureau of the Boston Public Health Commission, is the City’s municipal 911 pre-hospital provider. Boston EMS has 440 full time uniformed employees and hires new emergency medical technicians twice annually in cohorts of approximately 25 per class to fill vacancies. Members of Boston EMS respond to approximately 135,000 clinical incidents annually. Each member of Boston EMS is required to wear a department uniform, which is purchased through a contracted vendor. Employees have a contractually agreed to credit of \$750 per fiscal year (July 1st through June 30th) to spend on uniform items from said vendor. A subset of the 32 non-uniformed members of Boston EMS have uniform allotments of between \$500 and \$600, with variations in approved items.

BPHC is currently requesting a quote from qualified individuals or firms (“respondents”) for employee uniform clothing and associated equipment, at a location easily accessible to department members working across the neighborhoods of Boston.

All service contracts awarded by the Boston Public Health Commission may be subject to following the City of Boston’s living wage ordinance. This ordinance requires that all employees working on sizable city contracts earn an hourly wage that is enough for a family of four to live at or above the federal poverty level. This wage amount called the living wage, is recalculated every year. For more information, please visit <https://www.boston.gov/worker-empowerment/living-wage-division>.

As part of BPHC’s efforts to have an equitable procurement process, BPHC will consider and encourage Certified Unrepresentative Businesses Enterprises(CUBE) that includes; Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), Veteran-owned Business Enterprises (VBE), Disability-owned Business Enterprise (DOBE), Lesbian Gay Bisexual Transgender Business Enterprises (LGBTBE), Minority Non-Profit(MNPO), Women Non-Profit (WNPO), Minority Women Non-Profit (MWNPO) and local businesses to apply to this RFQ.

Scope of Work

Responses submitted should address the respondent’s ability to provide all the following uniform items, as well as the ability to change/add items as needed. Brands of current items have been included; Boston EMS is looking for comparable products, either the same brand OR EQUIVALENT. Vendors proposing equivalent options should be prepared to provide samples if requested.

Item	Proposed Brand(s)	Price
SHIRTS (COLOR: White OR Silver Tan)		
Long Sleeve (Poly/Rayon) (ELBECO Dutymax)		
Long Sleeve (Poly/Cotton) WHITE only (ELBECO Paragon)		
Short Sleeve (Poly/Rayon) (ELBECO Dutymax)		
Short Sleeve (Poly/Cotton) WHITE only (ELBECO Paragon)		
Other Bands utilized: Flying Cross or Blauer		
PANTS		
Men's/Women's Brown Dress Trousers (ELBECO)		
Brown TEK3 Hidden pkt pant (ELBECO)		
Brown Stryke Pant (Men's Only) (5.11)		

Men's/Women's Brown Tactical Cargo Pants (Atlanco, Propper)		
V2 Tactical Pants (Men's & Women's) (First Tactical)		
Brown BDU Pants (PROPPER)		
OUTERWEAR		
Brown V-Neck Sweater (Reg, Light Weight, or Zip) (COMBEX)		
Hi-Vis /Brown Outer shell jacket with patches		
Hi-Vis /Brown Softshell with patches		
Safety Vest - lettered		
Black Rain Pants (Tru-Spec)		
Black Sport Cap w/ BEMS Logo		
Black "Flex-fit" Cap w/ BEMS Logo		
Brown Knit Hat		
GLOVES		
Insulated Gloves		
HexArmour gloves		
Grip Glove (511)		
HexArmour Point Guard Ultra Glove		
FOOTWEAR		
Boots (BATES, THOROGOOD, SWAT, HAIX, Weinbrenner)		
Black Dress Socks		
Socks (3 pack)		
UA Socks (3/4-pack)		
UA Socks (6-pack)		
Boot Socks pr		
ACCESSORIES		
Brown Tie/Clip-on Tie		
Brown Tie w/ Velcro		
Black Nylon Garrison Belt		
Black Leather Garrison Belt (1 ¾")		
Black Nylon Utility Belt w/ Velcro		
Nylon Universal Radio Case		
Nylon Molded Belt Keepers (4-pack)		
Nylon Cell Case Model: _____		
Nylon Glove Pouch		
ACCESSORIES		
Bag		
Nylon Wallet w/ Badge Holder		
Leather Wallet w/ Badge Holder		
Leatherman Raptor		
Leatherman Wave Plus		
PowerLock S60 Multi-Tool		

Watch		
Stethoscope		
Sunglasses		
Safety Glasses Touring kit		
Ballistic Vest Interior Carrier (Armor Express Evolution)		
USAR Rescue Helmet with goggles (orange/white)		
Base layer		
FLASHLIGHTS and ACCESSORIES		
Streamlight Stinger LED Flashlight		
Replacement Batteries for Streamlight "Stinger"		
LED MagLite Handheld Flashlight		
Replacement Batteries for MagLite		
Inova Tactical LED Flashlight		
Vantage II Helmet light		
Trident Headlamp		
3volt Lithium Flashlight Batteries (ea)		
BADGES/COLLAR PINS		
Back Clutches (1 pair)		
"EMS" 1/2" Insignia (Rhodium/Gold)		
"E.M.S." 1/2" Insignia (Rhodium/Gold)		
3/4" Single/Double Bar (Gold)		
1" Single/Double Bar (Gold) with clutch back (clasp additional)		
1/2" Triple/Quad Stars (Gold) with clutch back (clasp additional)		
5/8" or 3/4" Triple/Quad Stars (Gold) (PAIR)		
U.S. Flag Pin		
Tie Bar Silver/Gold		
Wallet or Breast Badge with approval (additional \$5 for rank /gold)		
Hat Badge with approval (additional \$5 for rank/gold)		

Response should include the following information:

1. Unit price for each item and product brand(s)/detail for the first year, starting July 2025, with an explanation of how year two and three pricing will be determined.
2. Ability to affix department patches (provided) as necessary (one on each shoulder), and any additional cost for this service.
3. Ability to provide on-site sizing for groups at Boston EMS Headquarters, located at 785 Albany Street, Boston MA 02118 or Boston EMS Training Center, at 201 Rivermoor St, Boston, MA 02132.
4. Ability to provide individual sizing at respondent's location.
5. Ability to fulfill online orders, with pick-up on site.
6. Respondent's physical storefront location to verify proximity for personnel working in Boston.
7. Availability of all items, either on site or with minimal lead time.
8. Ability to monitor individual employee account spending to ensure they stay within their approved allotment.
9. Ability to establish multiple (no more than four) employee groups with different approved items and spending limits.

10. Ability for employees to request department approval for items not listed.
11. Ability to establish purchasing limits for certain items, such as accessories.
12. Standard lead time, from fitting to availability for pick-up.
13. Ability to reliably sustain stock throughout the term of the contract.
14. Ability to create single invoices including employee verification of items received per pick-up, within 5 days.
15. How product defects and damage to products will be handled.
16. Company history, qualifications and prior experience associated with comparable services.
17. Three references of comparable size with contracts for similar scope of work.

Boston EMS anticipates a 3-year contract with two 1-year extension options, for a total of up to 5 years. Pricing for 2nd through 5th years must be provided by March 31, three months prior to the start of the fiscal year.

Submission Instructions

Respondents must submit their response via email to:

Len Shubitowski
Superintendent
shubitowski@bostonems.org

&

RFR@bphc.org

Intent to Apply

1. Submit an email titled 'RFQ Intent to Apply – Uniform Allotment'
2. In the body of the email include your company name, point of contact, address and a note that you intend to submit a response.

Response format:

1. Submit response as a single document in PDF format
2. Include respondent's name and "RFQ Submission – Uniform Allotment" in the PDF filename

Responses should include the items listed below:

1. A written description of how respondent will address all components outlined in the scope of work.
2. A full description of the qualifications of the respondent.
3. Three references

This RFQ is for planning purposes only and shall not be construed as a solicitation or as an obligation on the part of BPHC to award a contract or pay for preparations of any information submitted, however, this RFQ may result in the award of a contract to a qualified respondent.

All responses to this RFQ will be public record under the Massachusetts' Public Records Law, Mass. Gen. L. ch. 66 s. 10, regardless of confidentiality notices to the contrary.

Responses must be received no later than Friday, December 13, 2024, by 5:00 PM ET. Responses received after this date and time will not be considered.