



REQUEST FOR QUALIFICATIONS
EMS EMERGENCY EQUIPMENT – CLASS C UNIFORMS

QUEEN ANNE'S COUNTY
DEPARTMENT OF EMERGENCY SERVICES
100 COMMUNICATIONS DRIVE
CENTREVILLE, MD 21617

JANUARY 3, 2022

Purpose of the Request for Qualifications

The Department of Emergency Services, through the Queen Anne's County Board of Commissioners, is seeking qualified vendors to provide uniform ensembles, or individual items within the ensemble. The purpose of this Request for Qualifications is to compile a list of competitive, contract pricing from multiple vendors as specified in the Project Scope below. Once approved, the Department of Emergency Services will order items as needed from the list, starting with the most responsive/qualified vendor. The approved list of Qualifications will be valid for 36 months from approval.

Request for Qualifications (RFQ) and Project Timeline

This Request for Qualifications represents the requirements for an open and competitive process.

All pricing and purchasing terms in response to this RFQ are due no later than February 28, 2022 at 4:00pm.

Vendor Qualifications will be reviewed by a Qualification Review Committee. Qualified vendors will be ranked from most qualified to least qualified, in regards to each quoted product meeting specifications in the Project Scope below.

Frequency and quantity of products purchased within this Project Scope will be at the discretion of, and based upon, the needs of the Department of Emergency Services.

Qualifications Submission Guidelines

If the organization submitting qualifications must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the statement of qualifications. Additionally, all costs included in the statement of qualifications must be all-inclusive to include any outsourced or contracted work. Any statements of qualifications that call for outsourcing or contracting work must include a name and description of the organization being contracted.

All costs must be itemized to include an explanation of all fees and costs. Product warranty specifications are to be itemized in the statement of qualifications, for each product.

Vendors will submit a price for each type of item. If pricing changes when size changes, that must be made clear.

Vendor will make available the product number for each item so it may be entered into our system used for Purchase Order submission.

Vendor must accept purchase orders submitted electronically through Operative IQ. Vendor does not need to be an “integrated supplier” through Operative IQ.

All statements of qualifications will clearly note the term through which pricing will be honored from quotation date, for each product.

Vendor must agree to clearly label each delivery/shipment with the Purchase Order number. Purchase order number must also be clearly displayed on the invoices.

All questions regarding this RFQ must be submitted in writing. Questions may be emailed to Kevin Brenner at kbrenner@qac.org. Verbal requests for clarification will not be accepted.

Statements of Qualifications are to be submitted electronically to Kevin Brenner at kbrenner@qac.org. Statements of Qualifications received after 4:00pm on February 28, 2022 will not be considered for this list of qualifications.

Qualifications Review Process

Each statement of qualifications received in response to this RFQ will be screened to determine whether it is sufficiently responsive. The purpose of this initial review is to ensure that the requirements of this RFQ are properly and adequately addressed, including compliance with all requested documents. Failure to address the required components or furnish the forms and documents specified in the RFQ may eliminate a statement of qualifications from further review.

The review process will determine the relative strengths and weaknesses of each statement of qualifications against the Project Scope. The evaluation and ranking of the qualifications by the Qualifications Review Committee will be considered and listed in order from most responsive, for each product within the Project Scope, to least responsive, for each product within the Project Scope.

Vendors will be prepared to submit samples of product upon request. Preference for no-cost samples.

Qualified vendors will provide the following documents as part of their statement of qualifications for consideration:

- A. Completed Vendor Application, W9 and Conflict of Interest form – Appendix A
- B. If applicable, a completed Local Vendor Statement on the Vendor Application

Statements of qualification submitted without the completed Appendix A will be considered unresponsive.

Project Scope

- A. T-Shirts, Port & Co. Essential Tee #PC61, 5.11 #71309 or equivalent
 - a. 100% cotton
 - b. Min. 6.1 oz. material
 - c. Navy, White, Graphite and Tan color
 - d. Long Sleeve and Short Sleeve
 - e. XS-5XL, regular as well as tall sizing
 - f. Screen printed QAC Logo front left chest and back, 1 color

- B. BDU Pants, 5.11 Tactical #64360 (Women's) #74251 (Men's), Tru Spec #1074 or equivalent
 - a. 100% cotton
 - b. Men's and Women's sizes
 - c. Variable inseams (please specified if hemmed or unhemmed)

- C. Polos, Blue Generation #BG1053 or equivalent
 - a. Moisture Wicking and Snag Resistant
 - b. Navy, White, Tan, Maroon, Graphite color
 - c. XS-5XL, regular as well as tall sizing
 - d. Men's and Women's
 - e. Multicolor embroidered logo left front chest, name and rank one color embroidery on right chest

- D. Boots, Haix Airpower XR2, Pro #3003 or equivalent
 - a. 8 inches tall
 - b. Composite or steel toe and shank
 - c. Black
 - d. Men's and Women's sizes, extended sizes and widths

- E. Belt, Blackhawk #BH-41CQO2 or equivalent
 - a. Black
 - b. Rigger's Belt
 - c. Extended sizes

- F. Job Shirts, 5.11 Tactical #72314, or equivalent
 - a. Navy
 - b. XS-5XL, as well as Tall sizing
 - c. Multicolor embroidered logo left front chest, name and rank one color embroidery on right chest

- G. Sweatpants, Navy (open to all manufacturers)
 - a. Navy in color
 - b. Closed bottom
 - c. Standard weight cotton/polyester blend

- d. Screen Printed QAC logo on Left upper thigh, one color
 - e. Sizing available in XS – 5XL
- H. Gym Shorts, Navy (Sport-Tek Brand or equivalent)
- a. Navy in Color
 - b. Standard Weight cotton/polyester blend
 - c. Standard Length (or approximately to the knee)
 - d. Sizing available in XS – 5XL
- I. Class B Pants, 5.11 Fast-Tac Urban Pant style #64420 (Women’s) and Style #74461 (Men’s) or equivalent
- a. Navy and Black colors
 - b. Variable inseams (please specified if hemmed or unhemmed)
 - c. Men’s and Women’s sizes
- J. Rain Jacket, Gerber #GO-70RXL or equivalent
- a. Hooded
 - b. Removable inner liner
 - c. High visibility
 - d. Waterproof
 - e. XS-5XL- available in both regular length and tall/long
 - f. Multicolor embroidered logo left front chest
- K. Belt, Propper Tactical Duty Belt with Metal Buckle
- a. Black
 - b. Sizing available S–5XL

Review and Evaluation Criteria

Each Statement of Qualifications will be evaluated on the vendor’s ability to provide each product, meeting all specifications provided in the Project Scope and requirements to the Qualifications Submission Guidelines. All responsive Statements of Qualifications received will be ranked and listed based upon their ability to meet the following priorities for each product:

- a) Written guarantee of 45 day expedited delivery from purchase order date. Calculated from date PO received by vendor, to date it arrives at 302 Safety Drive.
- b) Specify method and cost of delivery and shipping to 302 Safety Drive, Centreville MD 21617
- c) Specify availability and cost of drop-shipping
- d) The end date of price guarantee, most advantageous to the County
- e) Purchase price most advantageous to the County
- f) Written guarantee of custom sizing services offered, to include on-site measurements, as needed, at no additional cost
- g) Written guarantee of standard pricing for sizes below Small and above 2XL

h) For “screen printed” items, please specify if it is screen printed or heat pressed

Queen Anne’s County has a program of local vendor preference, if you this applies to you please indicate on the Queen Anne’s County Vendor Application.

Contract Award

Upon receipt of necessary County approvals, a “Letter of Intent” will be issued by Queen Anne’s County Department of Emergency Services to all responsive vendors, advising them of their status with regards to this RFQ.

All contractual terms and conditions will be subject to review by the Queen Anne’s County and will include project scope, budget, schedule, and other necessary items pertaining to the purchase.

A post award meeting will be scheduled with the awardee approximately 2 weeks from date of award. At that time, any further details concerning award or specifications of screen printing/embroidery work to be performed will be discussed.

****Queen Anne’s County reserves the right to utilize additional vendors outside the scope of this contract (Award/Awardee). This applies to all items enclosed in this RFQ. This could be due to an urgent need to procure uniforms, or to adjust for disruptions in manufacturing, shipping, or other unforeseen circumstances.***