




WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
 600 Fifth Street, NW, Washington, DC 20001-2651
AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. AMENDMENT/MODIFICATION AM001	2. EFFECTIVE DATE (Same as block 17)		
3. ISSUED BY PURCHASING SECTION Robert Jones Department of Procurement 600 5 th St. NW Washington, DC 20001	4. ADMINISTERED BY (If other than block 3)		
5. CONTRACTOR NAME AND ADDRESS <small>(Street, city, county, state, and Zip Code)</small>	6. FORM TYPE (Check only one) <input checked="" type="checkbox"/> AMENDMENT OF SOLICITATION NO. CQ18085 _____ DATE _____ (See block 7) <input type="checkbox"/> MODIFICATION OF CONTRACT/ORDER NO. _____ DATE _____ (See block 9)		
7. THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS <input type="checkbox"/> <p> <input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in block 10. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation, or as amended, by one of the following methods; (a) By signing and returning <u>1</u> copies of this amendment; (b) by acknowledging receipt of this amendment on each copy of the offer submitted; or (c) by separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified. </p>			
8. ACCOUNTING AND APPROPRIATION DATA (If required)			
9. THIS BLOCK APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS (a) <input type="checkbox"/> This Change Order is issued pursuant to I _____ The Changes set forth in block 10 are made to the above numbered contract/order. (b) <input type="checkbox"/> The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in block 10. (c) <input type="checkbox"/> This Supplemental Agreement is entered into pursuant to authority of _____ It modifies the above numbered contract as set forth in block 10.			
10. DESCRIPTION OF AMENDMENT/MODIFICATION The Purpose of this Amendment is to: <ol style="list-style-type: none"> 1. DELETE NFPA-&)E on pg. 6 2. ADD NFPA-70E on pg. 6 3. DELETE NFPA-&)E on pg. 19 4. ADD NFPA-70E on pg. 19 Section 10 Continued on Next page <small>Except as provided herein, all terms and conditions of the document referenced in block 6, as heretofore changed, remain unchanged and in full force and effect.</small>			
11. <input type="checkbox"/> CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS MODIFICATION AND RETURN _____ COPIES TO ISSUING OFFICE.	<input type="checkbox"/> CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT		
12. NAME OF CONTRACTOR/OFFICE BY _____ <small>(Signature of person authorized to sign)</small>	15. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY BY  <small>(Signature of Contracting Officer)</small>		
13. NAME AND TITLE OF SIGNER (Type or print)	14. DATE SIGNED	16. NAME OF CONTRACTING OFFICER (Type or print) CHRISTOPHER STEWART	17. DATE SIGNED 1-22-18

Continuation of Section 10. Description of Amendment/Modification

5. DELETE Notice to Bidders, Item 6 “Cathy Rooths”
6. ADD Notice to Bidders Item 6. “Robert Jones”
7. DELETE IFB Solicitation Instructions, Item 3 “Cathy Rooths – 202-962-2469 or crooths@wmata.com”
8. ADD IFB Solicitation Instructions, Item 3 “Robert Jones – 202-962-6406 or rjones5@wmata.com”
9. DELETE “Part III Technical Specifications Maintenance Uniforms for 689 and 922 Employees”
10. ADD “Part III Technical Specifications Maintenance Uniforms for 689 and 922 Employees”
(ATTACHED)
11. ADD Attachment A “Item list”
12. ADD Attachment B “Pick-up / Drop-off Locations”

PART III TECHNICAL SPECIFICATIONS

MAINTENANCE UNIFORMS FOR 689 AND 922 EMPLOYEES

Introduction

WMATA's Office of Plant Maintenance is seeking bids for Direct Purchases, Mending, and Laundry Uniform Services for approximately 6,000 maintenance represented 689 and 922 union employees, who are required to wear specific uniforms. Specific uniform items to be provided are listed in Attachment A (Item List). This contract will also require the uniforms to be delivered to multiple locations as defined in Attachment B, on Tuesdays and Thursdays. Delivery locations and days are subject to change.

Background and Current Scope of Work

This solicitation is to provide the Washington Metropolitan Area Transit Authority 689 and 922 union employees with work clothes (See Attachment A) and the weekly pick-up and delivery of laundering, mending, and alteration services. All clothing listed in Attachment A will be purchased by the Authority; leasing and rentals are not applicable to this contract. The Authority employs staff who install, maintain, and repair electrical systems and equipment. The contract also requires the supply of flame retardant shirts, pants, and coveralls that meet all current ASTM standards for secondary flame resistance, as well as NFPA-70E standards. The number of employees under this contract may increase or decrease during the term of the contract. However, the rates set forth in the schedule will apply. At any time, the Authority may request the vendor to provide all employees with new uniforms.

New garments that are ordered for new employees or as replacement garments shall be delivered to the appropriate WMATA facility and drop points listed in Attachment B, with all ID labels and emblems appropriately affixed within the designated timeframe. When garments are provided to new employees, they must also receive (2) baseball caps and (6) t-shirts. The contractor must guarantee the work clothes furnished are free from defects and must promptly replace any defective garments or wrong sized garments. The contractor shall make pick-ups and deliveries once a week to all drop points at each location listed on Attachment B. The contractor will supply at each drop point a laundry bin containing bags for employees to place their soiled clothes in along with a supplied laundry ticket to be completed for repairs and other requests. Returned laundered clothes will be hung on racks by the contractor.

WMATA requires all work clothing to be new garments. All garments, t-shirts, and baseball caps will be made available in navy blue. A small quantity of shirts may be requested in white. Current work clothes specifications/composition includes:

A. SHIRTS

1. Cotton - Pre-shrunk 100% cotton
2. Blend - 65% Dacron polyester/35% combed long staple cotton

B. PANTS

1. Cotton - Pre-shrunk 100% cotton
2. Blend - 65% Dacron polyester/35% combed long staple cotton

C. COVERALLS

1. Cotton - Pre-shrunk 100% cotton
2. Blend - 65% Dacron polyester/35% combed long staple cotton

D. T-SHIRTS

1. Pre-shrunk 100% cotton
2. 65% Dacron polyester/35% combed long staple cotton

E. LAB COATS

1. Pre-shrunk 100% cotton
2. 65% Dacron polyester/35% combed long staple cotton, approximate weight 7.5 oz. per yard, durable press twill

F. BASEBALL CAPS – 100% brushed cotton, six panel design, six rows of stitching on bill, navy blue with 2 inch high embroidered white Metro logo. One size fits all adjustable metal buckle or Velcro closure.

G. FLAME RESISTANT GARMENTS HRC-2 – Flame resistant (FR) garments shall be constructed from flame resistant fabrics and components (emblems, ID tags thread, etc.). Garments shall resist ignition and will not continue to burn when removed from ignition source. Garments shall meet the performance requirements of NFPA 2112, and shall meet the flame resistant requirements of ASTM F2302-08. All ARC rated FR shirts, FR pants and FR coveralls, shall be purchased and distributed at the HRC2 level throughout the life of the contract period.

H. SAFETY – All Dacron polyester garments shall be acid resistant and meet or exceed any Federal flammability standards. All cotton garments shall have no metal fasteners, buttons or snaps, and materials used should be non-conductive.

Samples are required for each garment. The following sizes must be available:

A. Long Sleeve Shirts – 14-14 ½ to XXXXXXXL

B. Short Sleeve Shirts 14-14 ½ to XXXXXXXL

C. Pants

1. Waist – 28, 29, 30, 31, 32, 33, 34, 36, 38, 40, 42, 44, 46, 48, and 50 through 56,
2. Inseam – by individual measurements

D. Coveralls – 34-68

E. Smocks – S, M, L, XL, XXL, XXXL, XXXXL

F. T-shirts – S, M, L, to XXXXXXXL

Work clothes must include name tags bearing the first initial and last name of the wearer. The name tags must be securely affixed over the right breast pocket of shirts and coveralls. The outside of the trouser waist bands and the inside of the shirts, coveralls, or lab coat collars will be clearly marked with each employee's name, WMATA six-digit employee number, and the WMATA location. The cost for the WMATA identification tags must be included in the work clothes rate. T-shirts do not require identification or name tags. The contractor will be required to furnish embroidered emblems. Samples of emblem types and colors will be reviewed prior to award. The cost of emblems must be included in the work clothes rates. Metro emblems for work clothes must be white with blue lettering, and affixed over the left breast pocket of shirts and coveralls. All t-shirts must have the METRO insignia on the right side at equal height with the pocket on the left side. Emblems and ID tags affixed to flame retardant garments must be flame resistant.

The contractor must launder garments in a manner that will remove all dirt, perspiration, and other soiling elements. The clothing must be returned in a dry and neatly pressed condition. The prices for these services must

be stipulated in the bid sheet under laundry services. Employee t-shirts and hats are not to be laundered under this contract. If the contractor loses or damages a garment in the cleaning or delivery process, the contractor will repair or replace it with a new garment. The garments must be returned to the respective WMATA locations. The contractor may be required to sew closed the pockets of garments that are used by certain WMATA personnel. The costs for sewing pockets must be included in the rates. Laundry service costs must be provided on a separate invoice page or separate section of the invoice for each WMATA delivery location. Each invoice must include a code for the delivery location (supplied by WMATA), an itemization of the serial numbers of all the work clothes sales or laundry services, and total monthly garment charges for work clothes sales and laundry services. Separate invoices must be submitted for itemized cost of t-shirts and baseball hats.

The contractor must maintain a log reflecting outstanding orders for new garments and garments that have been provided to the contractor for repairs. The log must include the following information:

- The dates the contractor receives written authorization from WMATA for new garments and the dates that mending garments are picked up by the contractor for repair
- A description of the new garments that are on order or the damaged garments that are being repaired
- The name and WMATA ID number of the employees who will receive the new or repaired garments, and the office code for their delivery
- The dates that new or repaired garments are scheduled for delivery by location
- Sample of log is required

All garment deliveries and charges for work clothing, laundry services, and mending must have a sales/delivery ticket. Sales/delivery tickets must be prepared by the contractor in triplicate form in advance of each route visit. The sales/delivery ticket must be signed by the WMATA receiving clerk at each location. A list of authorized clerks will be provided at the time of contract award. The contractor will retain the original copy and WMATA will retain the remaining two copies. All sales/delivery tickets must include the following:

- The contractor's name and address
- The WMATA contractor number
- The WMATA code for each delivery/drop location
- The sales/delivery ticket (s) that are delivered to each WMATA location during a given week shall have a serialized ticket number unique to the location and week
- The name of each employee who is served and the employee's WMATA ID number
- A description of the employee's work clothes
- The work clothes sale or weekly laundry charge per garment
- The quantity of garments laundered and returned to each employee during each weekly drop-off
- The name of the contractor's route person

The bidding contractors must provide a complete sample of all forms and invoices that will be used in administering this contract

Deliverables

- A. Contractor shall provide high quality uniforms (specific items outlined in Attachment A)
- B. Contractor must be able to provide a sample of each item upon request
- C. Contractor agrees to provide and deliver requested new uniforms with appropriate emblems and names within 15 business days from the date of the official request
- D. Contractor must alter uniforms as necessary to include changing emblems when requested
- E. Each piece of clothing must include the employee's name, employee identification number, and route number with the exception of t-shirts and hats
- F. Contractor must launder uniforms weekly. Each employee is entitled to three sets of laundered work clothes per week (shirts, pants, or coveralls) at the employee's discretion. The vendor must return the laundered clothes within two weeks of receiving the request for clothes to be laundered
- G. All shirts (with the exception of t-shirts) must have the employee's name and department embroidered on the right chest area of the shirt
- H. All clothing, t-shirts, and hats must be navy blue (a small quantity shirts may be requested in white)

Performance Schedules

- A. All new orders for uniforms must be completed and delivered to the specified delivery locations (outlined in Attachment B) within 15 business days of the order date
- B. Alterations, laundry, and emblem requests must be completed within 10 business days

ATTACHMENT A
Item List

Item No.	Item Description	Annual Estimated Quantity
1.	Pants (Cotton)	4,000
2.	Pants (Blend)	5,500
3.	Pants (Flame Retardant)	2,000
4.	Shirts (Cotton)	4,000
5.	Shirts (Blend)	5,500
6.	Shirts (Flame Retardant)	2,000
7.	Coveralls (Cotton)	600
8.	Coveralls (Blend)	1,200
9.	Coveralls (Flame Retardant)	250
10.	Lab Coats	160
11.	Baseball Caps	7,500
12.	Tee Shirts Polyester/Cotton	5,000
13.	Tee Shirts 100% Cotton	2,000
14.	Polo Shirts 65/35 w/p & emblem	200
15.	Smocks	70
16.	Garment Pieces/YR (Laundry)	30,000
17.	Garment Pieces/YR (Mending)	3,000

ATTACHMENT B
Pick-up / Drop-off Locations

TUESDAY LOCATIONS		LOCATION ADDRESS
METRO SUPPLY FACILTY	SCES	8201 Ardmore Ardwick Rd Landover MD
LANDOVER GARAGE	BMNT	3433 Pennsy Drive Hyattsville MD
PENNSY DRIVE CAR SHOP	BMNT	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE SMALL UNITS	BMNT	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE MACH SHOP	BMNT	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE PLANT	PLNT PLEM	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE ATC	TSSM	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE RECEIVING	PLNT REC	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE ELEV/ELES	ELEV/ELES	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE TRACK	TSSM	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE POWER LV	TSSM	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE POWER HV	TSSM	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE TRAINING	TRAINING	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE BUS RADIO	TSSM	3500 Pennsy Drive Hyattsville MD
PENNSY DRIVE PLANING	RRTS	3500 Pennsy Drive Hyattsville MD
NEW CARROLLTON ATC	TSSM	4300 Garden City Dr Hyattsville MD
NEW CARROLLTON CMNT	CMNT	4300 Garden City Dr Hyattsville MD
NEW CARROLLTON PLANT	PLNT GMAC	4300 Garden City Dr Hyattsville MD
NEW CARROLLTON TRST	TSSM	4300 Garden City Dr Hyattsville MD
TELEGRAPH ROAD	TSSM	195 Telegraph Road Alexandria VA
ALEXANDRIA TREASURY	TREASURY	3301 Eisenhower Ave Alexandria VA
ALEXANDRIA CMNT	CMNT	3201 Eisenhower Ave Alexandria VA
ALEXANDRIA CAR SHOP	BMNT	3101 Eisenhower Ave Alexandria VA
ALEXANDRIA CMNT	CMNT	3101 Eisenhower Ave Alexandria VA
ALEXANDRIA STOREROOM	PRMT	3101 Eisenhower Ave Alexandria VA
ALEXANDRIA RECEIVING	PLNT REC	3101 Eisenhower Ave Alexandria VA
ALEXANDRIA PLANT	PLNT GMAC	3101 Eisenhower Ave Alexandria VA

ALEXANDRIA TRST	TSSM	3101 Eisenhower Ave Alexandria VA
ALEX STAT ENHANCEMENT	PLNT	3101 Eisenhower Ave Alexandria VA
ROYAL STREET GARAGE	BMNT	600 North Royal St. Alexandria VA
FOUR MILE RUN GARAGE	BMNT	3501 S. Glebe Road Arlington VA
ARLINGTON GARAGE	BMNT	707 N. Randolph St. Arlington VA
WEST FALLS CHURCH CMNT	CMNT	7251-B Idylwood Road Falls Church VA
WEST FALLS CHURCH ATC	TSSM	7251-F Idylwood Road Falls Church VA
WEST FALLS CHURCH PLANT	PLNT PLEM	7251-F Idylwood Road Falls Church VA
WEST FALLS CHURCH PLANT	PLNT GMAC	7251-F Idylwood Road Falls Church VA
WEST FALLS CHURCH POWER	TSSM	7251-F Idylwood Road Falls Church VA
UNION STATION COMM	TSSM	700 1 st St. NE Washington DC
MT VERNON SQ ELEV/ELES	ELES	7 TH & M Streets NW Washington DC
JGB MAIL ROOM	ADMN	600 5 th St. NW Washington DC
JGB COMPUTER SECTION	ITSV	600 5 th St. NW Washington DC
METRO CENTER PLANT	PLNT GMAC	700 12 th St NW. Washington DC
L=ENFANT PLAZA AFC	TSSM	600 D Street SW Washington DC
SOUTHERN AVENUE ANNEX	BMNT	4421 Southern Ave Coral Hills MD
BRANCH AVE CMNT	CMNT	3737 Branch Ave Temple Hills MD
BRANCH AVE ATC	TSSM	3737 Branch Ave Temple Hills MD
BRANCH AVE PLANT	PLNT GMAC	3737 Branch Ave Temple Hills MD

THURSDAY LOCATIONS		LOCATION ADDRESS
GLENMONT PLANT	PLNT GMAC	12750 Layhill Rd Silver Spring MD
GLENMONT POWER LV	TSSM	12750 Layhill Rd Silver Spring MD
GLENMONT POWER HV	TSSM	12750 Layhill Rd Silver Spring MD
GLENMONT CMNT	CMNT	12750 Layhill Rd Silver Spring MD
GLENMONT ATC	TSSM	12750 Layhill Rd Silver Spring MD

GREENBELT CMNT	CMNT	5801 Sunnyside Ave College Park MD
GREENBELT/BRENTWOOD	CMNT	5801 Sunnyside Ave College Park MD
GREENBELT PLANT	PLNT GMAC	5801 Sunnyside Ave College Park MD
GREENBELT RTRA	RTRA	5801 Sunnyside Ave College Park MD
GREENBELT PLANT	PLNT PLEM	5801 Sunnyside Ave College Park MD
GREENBELT TRST	TSSM	5801 Sunnyside Ave College Park MD
GREENBELT POWER HV	TSSM	5801 Sunnyside Ave College Park MD
STONESTRAW	MKTG	900 Franklin St. NE Washington DC
BRENTWOOD CMNT	CMNT	601 T Street NE Washington DC
BRENTWOOD TRST	TSSM	601 T Street NE Washington DC
BLADENSBURG SMALL UNITS	BMNT	2251 26 TH Street NE Washington DC
BLADENSBURG CHASSIS LINE	BMNT	2251 26 TH Street NE Washington DC
BLADENSBURG BODY SHOP	BMNT	2251 26 TH Street NE Washington DC
BLADENSBURG STOREROOM	PRMT	2251 26 TH Street NE Washington DC
BLADENSBURG FAREBOX	BMNT	2251 26 TH Street NE Washington DC
BLADENSBURG CAR SHOP	BMNT	2251 26 TH Street NE Washington DC
BLADENSBURG PAINT SHOP	BMNT	2251 26 TH Street NE Washington DC
BLADENSBURG GARAGE	BMNT	2251 26 TH Street NE Washington DC
BLAIR ROAD PLANT	PLNT PLEM	6211 Blair Road NW Washington DC
NORTHERN GARAGE	BMNT	4615 14 th Street NW Washington DC
WESTERN GARAGE	BMNT	5230 Wisconsin Ave NW Washington DC
MONTGOMERY GARAGE	BMNT	5400 Marinelli Road Rockville MD
SHADY GROVE CMNT	CMNT	15903 Somerville Drive Rockville MD
SHADY GROVE ATC	TSSM	15903 Somerville Drive Rockville MD
SHADY GROVE PLANT	PLNT GMAC	15903 Somerville Drive Rockville MD
SHADY GROVE PLANT	PLNT PLEM	15903 Somerville Drive Rockville MD
SHADY GROVE TRST	TSSM	15903 Somerville Drive Rockville MD
SHADY GROVE POWER HV	TSSM	15903 Somerville Drive Rockville MD