



# City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994  
Department of Financial Services  
Procurement & Contracting Services Division

Alaina Knofla  
Procurement Specialist  
[purchasing@ci.stuart.fl.us](mailto:purchasing@ci.stuart.fl.us)

Telephone (772) 288-5320  
Fax: (772) 600-1202  
[www.cityofstuart.us](http://www.cityofstuart.us)

## MEMORANDUM

To: Holly Vath, Financial Services Assistant Director  
From: Alaina Knofla, Procurement Specialist  
Date: September 27, 2018  
Subject: Recommendation of RFQ #2019-001: Dry Cleaning Services

Attached are 2019 fiscal budget and the department's recommendation for the above referenced project. In accordance with the City of Stuart Code of Ordinances, you have authority to award solicitations that are valued at less than Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) and where the vendor was selected in accordance with the City Procurement Ordinance.

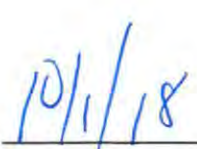
This solicitation was disseminated to three (3) suppliers. Out of three (3) notified suppliers, two (2) responsive bids were received by 2:00 pm on the RFQ opening date, September 21, 2018. Staff has reviewed the bid and recommends award, at the unit prices specified, to the lowest responsive and responsible bidder, Martin County Cleaners for the bid amount not to exceed \$24,999.00 including options for pickup and delivery.

Please review the attached documentation and indicate by signature below your determination of award, request for further information or recommended rejection of all bids.

Should you have any questions or if I might be of further assistance please call me at ext. 5320 or contact me by email at [purchasing@ci.stuart.fl.us](mailto:purchasing@ci.stuart.fl.us).

- Award RFQ 2019-001 Dry Cleaning Services to Martin County Cleaners for the initial term effective November 9, 2018 through November 8, 2019, with two (2) - one (1) year renewals to the lowest responsive and responsible bidder in the amount not to exceed \$24,999.00.
- Further information is required.
- Recommend all bids be rejected.

  
\_\_\_\_\_  
Holly Vath, Financial Services Assistant Director

  
\_\_\_\_\_  
Date



# City of Stuart

Department of Financial Services  
 Procurement & Contracting Services Division  
 Phone: 772-288-5320 Fax: 772-600-1202

## REQUEST FOR QUOTATION - 2019-001 ANNUAL TERM CONTRACT FOR DRY CLEANING

RFQ Date: 9/13/18	RFQ No: 2019-001	Reply By: 9/21/18 @ 2:00 PM (Late Submittals May be Rejected)	Department: Police	Purchasing Contact: purchasing@ci.stuart.fl.us
----------------------	---------------------	--	-----------------------	---

**PLEASE QUOTE ON THIS FORM YOUR BEST PRICE. TERMS AND DELIVERY ON THE ITEMS SPECIFIED**

**VENDOR MUST BE LOCATED WITHIN 3 MILES OF 830 SE MARTIN LUTHER KING JR BLVD. THIS CONTRACT SHALL BE AWARDED FOR AN INITIAL TERM OF ONE (1) YEAR WITH TWO (2) ADDITIONAL ONE(1) YEAR RENEWAL PERIODS.**

Terms: Net 45	Warranty: _____	F.O.B.: Destination	Delivery From Receipt of Order: _____ Calendar Days	Quotation Valid thru: _____
---------------	-----------------	------------------------	--	-----------------------------

ITEM#	DESCRIPTION	APPROX QTY	UOM	UNIT PRICE	TOTAL PRICE
1	Shirts	6,500	EA	\$ 2.30	\$ 14,950.00
2	Pants	6,500	EA	\$ 2.75	\$ 17,875.00
3	Winter Jackets	25	EA	\$ 2.55	\$ 63.75
4	Windbreakers	25	EA	\$ 2.40	\$ 60.00
5	Exterior Vest Carriers	3,900	EA	\$ 2.25	\$ 8,775.00
<b>Total (F.O.B. Destination, Unit and Total Prices for Items 1-5)</b>					<b>\$ 41,723.75</b>

### OPTIONS

6	Pickup & Delivery Once a Week	1	LS	\$ 0.00	\$ 0.00
7	Pickup & Delivery Twice a Week	1	LS	\$ 0.00	\$ 0.00
<b>Grand Total (F.O.B. Destination Unit and Total Prices to include All Services for Items 1-7)</b>					<b>\$ 41,723.75</b>

*The undersigned bidder certifies that this proposal is submitted in accordance with the terms, specifications and conditions noted in this request for quotation.*

Federal ID # 82-1538833 Email Address: doraziojosefina@gmail.com

Firm Name: Martin County Cleaners

Address: 695 Colorado Avenue City: Stuart State: FL Zip Code:

Authorized Signature:  Name & Title: Josefina D'Orazio Owner

Telephone No. 772-708-9458 772-287-1166 Fax No \_\_\_\_\_

Preferred method of payment is by the City Purchasing Card (VISA). DO YOU ACCEPT THE PURCHASING CARD (VISA)? Yes  No

**QUOTES MAY BE FAXED OR E-MAILED**