

**CITY OF FEDERAL WAY
REQUEST FOR QUOTE
PARKS UNIFORM ORDER 2020**

PURPOSE OF REQUEST.

The City of Federal Way ("City") is requesting quotes for the purpose of Parks Uniform Order 2020. The City's needs are outlined in the following Request for Quotes ("RFQ").

TIME SCHEDULE.

The City will follow the following timetable, which should result in a selection of a contractor by January 6, 2020:

Issue RFP	12/16/2019
Deadline for Submittal of Quotes	12/30/19 @ 2:00 PM
Notify Contractor Chosen	1/6/2020

All quotes must be received by 2:00 p.m., December 30, 2019 using a furnished **Quote Sheet** within a full downloadable bid packet. All quotes may be hand delivered or e-mailed to:

Dana.Almberg@cityoffederalway.com at City Hall.

PLEASE CLEARLY WRITE ON THE LOWER LEFT HAND CORNER OF THE SEALED ENVELOPE, OR IF YOU E-MAIL SHOW ON THE SUBJECT LINE "RFQ PARKS UNIFORM ORDER 2020."

RFQ packets will be available on the City website: <https://www.cityoffederalway.com/> in the bid section under "Inside City Hall" heading.

Questions call Derreck Presnell Parks & Facilities Supervisor @ 253-835-6961.

SAMPLE SCOPE OF SERVICES

- Provide apparel with a City Logo as described in the RFQ Packet.

Publication:

Name of Publication:	Federal Way Mirror
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Also posted:	City of Federal Way Web-site: www.cityoffederalway.com