



City of Clearwater
Procurement

Jay Ravins, Department Director
100 South Myrtle Avenue, Clearwater, FL 33756

[JB EDWARDS] RESPONSE DOCUMENT REPORT

RFP No. 14-26

[Citywide Custom Apparel Services](#)

RESPONSE DEADLINE: April 28, 2026 at 10:00 am

Report Generated: Tuesday, April 28, 2026

JB Edwards Response

CONTACT INFORMATION

Company:

JB Edwards

Email:

sharring@jbedwards.com

Contact:

Sarah Harring

Address:

2069 RANGE ROAD
CLEARWATER, FL 33765-1145

Phone:

(172) 745-5702

Website:

www.jbedwards.com

Submission Date:

Apr 28, 2026 8:36 AM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

QUESTIONNAIRE

1. Exceptions*

Proposers shall indicate any and all exceptions taken to the provisions or specifications in this solicitation document. Exceptions that surface elsewhere and that do not also appear under this section shall be considered invalid and void and of no contractual significance.

Do you have any exceptions to the provisions or specifications?

No

2. Additional Materials*

Have you included any additional materials?

No

3. Certified Business*

Are you a Certified Small Business or a Certified Minority, Woman or Disadvantaged Business Enterprise?

No

4. Vendor Certification*

By submitting this response, the Vendor hereby certifies that:

- A. It is under no legal prohibition on contracting with the City of Clearwater.

- B. It has read, understands, and is in compliance with the specifications, terms and conditions stated herein, as well as its attachments, and any referenced documents.
- C. It has no known, undisclosed conflicts of interest.
- D. The prices offered were independently developed without consultation or collusion with any of the other vendors or potential vendors or any other anti-competitive practices.
- E. No offer of gifts, payments or other consideration were made to any City employee, officer, elected official, or consultant who has or may have had a role in the procurement process for the commodities or services covered by this contract. The Vendor has not influenced or attempted to influence any City employee, officer, elected official, or consultant in connection with the award of this contract.
- F. It understands the City may copy all parts of this response, including without limitation any documents or materials copyrighted by the Vendor, for internal use in evaluating respondent's offer, or in response to a public records request under Florida's public records law (F.S. Chapter 119) or other applicable law, subpoena, or other judicial process; provided that the City agrees not to change or delete any copyright or proprietary notices.
- G. It hereby warrants to the City that the Vendor and its subcontractors will comply with, and are contractually obligated to comply with, all federal, state, and local laws, rules, regulations, and executive orders.
- H. It certifies that Vendor is not presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or disqualified from participation in this matter from any federal, state, or local agency.
- I. It will provide the commodities or services specified in compliance with all federal, state, and local laws, rules, regulations, and executive orders if awarded by the City.
- J. It is current in all obligations due to the City.
- K. It will accept all terms and conditions as set forth in this solicitation if awarded by the City.
- L. The signatory is an officer or duly authorized representative of the Vendor with full power and authority to submit binding offers and enter into contracts for the commodities or services as specified herein.

Confirmed

5. E-Verify System Certification*

PER FLORIDA STATUTE 448.095, CONTRACTORS AND SUBCONTRACTORS MUST REGISTER WITH AND USE THE E-VERIFY SYSTEM TO VERIFY THE WORK AUTHORIZATION STATUS OF ALL NEWLY HIRED EMPLOYEES.

The affiant, by virtue of confirming below, certifies that:

- A. The Contractor and its Subcontractors are aware of the requirements of Florida Statute 448.095.
- B. The Contractor and its Subcontractors are registered with and using the E-Verify system to verify the work authorization status of newly hired employees.
- C. The Contractor will not enter into a contract with any Subcontractor unless each party to the contract registers with and uses the E-Verify system.
- D. The Subcontractor will provide the Contractor with an affidavit stating that the Subcontractor does not employ, contract with, or subcontract with unauthorized alien.
- E. The Contractor must maintain a copy of such affidavit.
- F. The City may terminate this Contract on the good faith belief that the Contractor or its Subcontractors knowingly violated Florida Statutes 448.09(1) or 448.095(2)(c).
- G. If this Contract is terminated pursuant to Florida Statute 448.095(2)(c), the Contractor may not be awarded a public contract for at least 1 year after the date on which this Contract was terminated.
- H. The Contractor is liable for any additional cost incurred by the City as a result of the termination of this Contract.

Confirmed

6. Vendor's Proposal*

Upload a copy of your proposal with the information requested as detailed in the solicitation titled 14-26 Citywide Custom Apparel Services.

Letter_of_Transmittal-_COC_2026.pdf

7. Scrutinized Company Certification*

Please download the below documents, complete, notarize, and upload.

- [SCRUTINIZED COMPANIES AND B...](#)

COCISRAEL.pdf

COCCUBA.pdf

8. Compliance with Anti-Human Trafficking Laws*

Please download the below documents, complete, and upload.

- [Compliance with 787.06 form...](#)

ANTIHUMAN.pdf

9. W-9*

Upload your current W-9 form. (available at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>)

W-9_2026.pdf

PRICE TABLES

APPAREL

Reference Minimum Product Specifications. Vendors shall provide a percentage discount off Manufacturer's Suggested Retail Price (MSRP) or catalog pricing for the apparel categories listed below. A minimum discount of three percent (3%) is preferred. Discounts below three percent (3%) may be subject to additional review and may be considered non-responsive if not accompanied by justification demonstrating that the catalog pricing offered is already below market pricing or MSRP. MSRP or catalog pricing must be publicly available or otherwise verifiable upon request by the City.

Line Item	Description	Unit of Measure	Percentage	No Bid
1	Cotton T-Shirts	Minimum %	21%	

Line Item	Description	Unit of Measure	Percentage	No Bid
2	Performance / Moisture Wicking Shirts	Minimum %	21%	
3	Polos	Minimum %	21%	
4	Woven / Button-Down Shirts	Minimum %	21%	
5	Jackets / Outerwear	Minimum %	21%	
6	High-Visibility / Safety Apparel	Minimum %	20%	
7	Hats / Beanies	Minimum %	20%	

CUSTOMIZATION

For any item with no associated cost, Vendors shall enter \$0.01 in the unit cost field.

Line Item	Description	Unit of Measure	Unit Cost	No Bid
1	Screen Printing – 1 Color	EA	\$2.00	
2	Screen Printing – Each Additional Color	EA	\$0.50	
3	Embroidery – Up to 10,000 stitches	EA	\$9.00	
4	Each Additional 1,000 stitches	EA	\$0.50	
5	Heat Transfer Logo	EA	\$5.00	
6	Patch Application	EA	\$5.00	

SETUP & DIGITIZATION

For any item with no associated cost, Vendors shall enter \$0.01 in the unit cost field.

Line Item	Description	Unit of Measure	Unit Cost	No Bid
1	Screen Print Setup	EA	\$0.00	
2	Embroidery Digitization Fee	EA	\$0.00	
3	Artwork / Cleanup Fee (Per Job)	EA	\$0.00	

Letter of Transmittal

I am submitting a proposal for the City of Clearwater Citywide Custom Apparel Bid. I understand that each department will have different needs and we are committed to working with all departments. JB Edwards has been doing business with the City of Clearwater for over 30 years, so we understand the services that are being asked of us. We shall perform the services requested and outlined in the RFP.

Sarah Harring will be the primary point of contact.

sharring@jbedwards.com

A handwritten signature in black ink that reads "Sarah Harring". The signature is written in a cursive style with a long, sweeping underline.

Vendor Qualifications & References

- As I mentioned in my letter, JB Edwards has been doing business with the City of Clearwater for over 30 years. We have been in business since 1987 and have worked with many of the departments throughout the years. We understand that some departments are more corporate wear, some are more uniform attire (hi-vis) and some are creating items for the public that the city serves (basketball uniforms for Parks and Rec for an example). We are equipped and well versed to handle all of these needs.
- We are able to handle these needs for your city- we also work with a myriad of departments from the City of Dunedin as well. We have worked with Pinellas County and Hillsborough County and we do understand the bidding processes and contract requirements that go hand in hand with these types of procurements.
-
- City of Dunedin
- Chris Hoban (recently deceased- they haven't assigned his role to anyone that I know of- but you can contact Danielle Edwards
- Danielle.Edwards@dunedin.gov 727-430-4293
- We handle all kinds of things for the City- camp tees, event shirts, promo items, apparel for their employees- very similar to the things we do for the City of Clearwater
-
- LG Electronics
- Stephanie Kohler stephanie.kohler@lge.com 727-422-5757
- We handle marketing & for LG clients and employees
-
- Donna Smith
- Hillsborough County smithdj@hcfl.gov 813-734-4714
- We do uniforms for many departments and well as athletic uniforms for sports and camp tee
- --

Product Quality and Selection

- We offer many product lines for all kinds of wearables. We have tee shirts, polos, (dryfit and cotton for both), sunshirts, high visibility items including tees, jackets, and vests, hats, sweaters and outerwear. Our attire comes in unisex, ladies and youth. We have Nike, Under Armour, Gildan, Carhartt, Puma, Ogio, Adidas, Bella Canvas, and many more. Each brand has their own sizing specifications (ie Nike ladies polos only go to 2X) but we have many other brands that go up to 6x. We have been doing this for 30 years, so we have a lot of insight into product and sizing, choosing options based on materials and colors and price points. Samples are also always an option. I would rather someone try on a shirt before putting a logo on it to ensure they like the shirt and it fits.

Pricing and location

- Minimum requirements are usually not an issue. Screen printing does have minimums of 12 pieces, but we can work around those with other options as we have in the past.
- www.sanmar.com
- www.ssactivewear.com
- The above are our most popular clothing sites. We order daily from both and they carry pretty much anything. We also are ASI which means we do have access to other avenues and brands for requests. Often times, people will source on www.jbedwards.com and we will do our very best to access the items.
- The quote sheet requests pricing for one color or embroidery which we have answered but when doing larger quantities, the prices will come down.
- We are located in Clearwater, Florida
- Rush fees- we normally don't charge these. Rushing a few shirts vs. rushing 1000 tee shirts will have different timelines, but we are always willing to accommodate rush jobs.

Customization and Branding

- Embroidery, screen printing, transfers, patches, DTG, DTF- this is what we do. We have been doing this since 1988. We will figure out how to logo most anything! We have the ability to PMS match inks and we match those colors to thread colors for embroidery.
- All new jobs we do (and some repeat if requested) get virtual mock ups to ensure we have the logo, colors and placement correct. We eyeball everything that comes through here and if something is not right, we stand behind our work. We may be a small business but integrity is important and we want our customers to be happy.
- We keep extensive files, paper and online with logos and dates to ensure we are up to date on repeat orders

Order fulfillment and delivery

- Standard lead times for most wearables is 2 weeks. Sometimes screen printing can back up (generally around late July/ early August with back to school) but we always try to keep things moving at the same pace, if not faster. Rush jobs are always an option, just let us know when something coming is urgent or has an in-hands date. Once the order is completed, we can deliver it or it can be picked up (some departments ask to pickup). Anytime there is a defective or incorrect item, we will fix it.

Customer Service

- Mike Harring or Sarah Harring handle this account. Sarah is better with communication and billing etc, Mike does most of the artwork and proofs. Both of us are in the office everyday and work from our cellphones on off hours. Communication is first and foremost and we are accessible pretty much all the time.
- Ordering methods can vary; I am happy to get an email with a request for something, we can do this over the phone, or in person... all happen. We also have the capability to setup online stores for items (ie a special event that you have specified items for)- we can do this as a whole BUT it wouldn't cover the vast amount of clothing options and different logos and departments as thoroughly as doing this conventionally.
- I am always happy to offer suggestions and to reply to emails for one shirt or a long list of them. Whatever makes this easiest for the employees.

SCRUTINIZED COMPANIES FORMS

SCRUTINIZED COMPANIES THAT BOYCOTT ISRAEL LIST CERTIFICATION FORM
THIS FORM MUST BE COMPLETED AND SUBMITTED WITH THE BID/PROPOSAL.
FAILURE TO SUBMIT THIS FORM AS REQUIRED MAY DEEM YOUR SUBMITTAL
NONRESPONSIVE.

The affiant, by virtue of the signature below, certifies that:

1. The vendor, company, individual, principal, subsidiary, affiliate, or owner is aware of the requirements of section 287.135, Florida Statutes, regarding companies on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel; and
2. The vendor, company, individual, principal, subsidiary, affiliate, or owner is eligible to participate in this solicitation and is not listed on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel; and
3. "Boycott Israel" or "boycott of Israel" means refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner. A statement by a company that it is participating in a boycott of Israel, or that it has initiated a boycott in response to a request for a boycott of Israel or in compliance with, or in furtherance of, calls for a boycott of Israel, may be considered as evidence that a company is participating in a boycott of Israel; and
4. If awarded the Contract (or Agreement), the vendor, company, individual, principal, subsidiary, affiliate, or owner will immediately notify the City of Clearwater in writing, no later than five (5) calendar days after any of its principals are placed on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel.

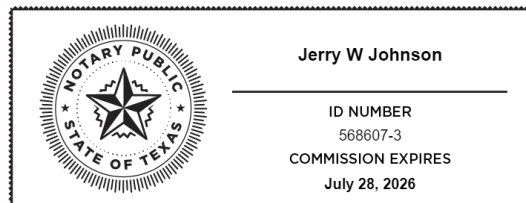
Sarah Harring
Authorized Signature
Sarah Harring
Printed Name
President
Title
JB Edwards
Name of Entity/Corporation

STATE OF Texas
COUNTY OF Tarrant

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization on, this 16th day of April, 2026, by Sarah Harring (name of person whose signature is being notarized) as the President (title) of JB Edwards (name of corporation/entity), personally known , or produced DRIVER LICENSE (type of identification) as identification, and who ☒ did/did not take an oath.

Jerry W Johnson Notary Public, State of Texas
Notary Public
Jerry W Johnson
Printed Name

My Commission Expires: 07/28/2026
NOTARY SEAL ABOVE



Electronically signed and notarized online using the Proof platform.

SCRUTINIZED COMPANIES FORMS

**SCRUTINIZED COMPANIES AND BUSINESS OPERATIONS WITH
CUBA AND SYRIA CERTIFICATION FORM**

**IF YOUR BID/PROPOSAL IS \$1,000,000 OR MORE, THIS FORM MUST BE COMPLETED AND
SUBMITTED WITH THE BID/PROPOSAL. FAILURE TO SUBMIT THIS FORM AS REQUIRED MAY
DEEM YOUR SUBMITTAL NONRESPONSIVE.**

The affiant, by virtue of the signature below, certifies that:

1. The vendor, company, individual, principal, subsidiary, affiliate, or owner is aware of the requirements of section 287.135, Florida Statutes, regarding companies on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaging in business operations in Cuba and Syria; and
2. The vendor, company, individual, principal, subsidiary, affiliate, or owner is eligible to participate in this solicitation and is not listed on either the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Sector List, or engaged in business operations in Cuba and Syria; and
3. Business Operations means, for purposes specifically related to Cuba or Syria, engaging in commerce in any form in Cuba or Syria, including, but not limited to, acquiring, developing, maintaining, owning, selling, possessing, leasing or operating equipment, facilities, personnel, products, services, personal property, real property, military equipment, or any other apparatus of business or commerce; and
4. If awarded the Contract (or Agreement), the vendor, company, individual, principal, subsidiary, affiliate, or owner will immediately notify the City of Clearwater in writing, no later than five (5) calendar days after any of its principals are placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Sector List, or engaged in business operations in Cuba and Syria.

Sarah Harring

Authorized Signature

Sarah Harring

Printed Name

President

Title

JB Edwards

Name of Entity/Corporation

STATE OF Texas

COUNTY OF Tarrant

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization on, this 16th day of April, 2026, by Sarah Harring (name of person whose signature is being notarized) as the President (title) of JB Edwards (name of corporation/entity), personally known ✓, or produced DRIVER LICENSE (type of identification) as identification, and who did/did not take an oath.

Jerry W Johnson

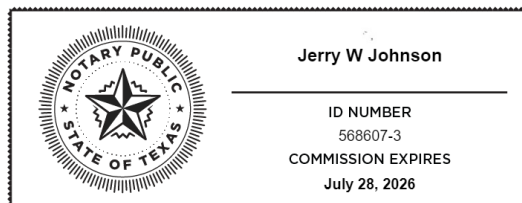
Notary Public, State of Texas

Notary Public

Jerry W Johnson

Printed Name

My Commission Expires: 07/28/2026
NOTARY SEAL ABOVE



Electronically signed and notarized online using the Proof platform.

Compliance with Anti-Human Trafficking Laws

Pursuant to Section 787.06 (13), Florida Statutes, this form must be completed by an officer or representative of a non-governmental entity when a contract is executed, renewed, or extended between the non-governmental entity and the City of Clearwater.

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury that:

Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

The undersigned is authorized to execute this form on behalf of Entity.

Date: April 16, 2026

Entity: JB Edwards

Signed: _____

Name: _____

Title: _____

Sarah Harring
Sarah Harring
President

Form **W-9**
(Rev. January 2026)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, on page 2.

1 Name of entity/individual. An entry is required. (For a sole proprietorship or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) HBH PROMOS.INC.	
2 Business name/disregarded entity name, if different from above. dba JB EDWARDS	
3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☒ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 4): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
5 Address (number, street, and apt. or suite no.). See instructions. 2069 RANGE ROAD	Requester's name and address (optional)
6 City, state, and ZIP code CLEARWATER, FL 33765	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). Do not report the employer identification number (EIN) of a sole proprietorship or disregarded entity. For a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your EIN. If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

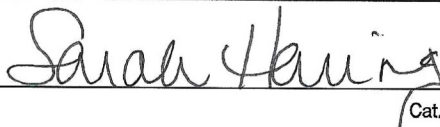
Social security number									
			-				-		
or									
Employer identification number									
2	6		-	4	5	3	7	3	0

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct; and
- ☐ I am exempt from information reporting as a U.S. digital asset broker within the meaning of Regulations section 1.6045-1(g)(4)(i)(A)(1) (other than a registered investment adviser). I claim exempt status under Regulations section 1.6045-1(c)(3)(i)(B)(12).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person		Date	1	/	25	/	2026
	Cat. No. 10231X							