

October 22, 2019

**Invitation to Bid – High School Band Uniforms**

Plainfield Community Consolidated School District No. 202 is receiving sealed Invitation to Bid for High School Band Uniforms. Sealed Invitation to Bid must be received no later than **10:00 am, Friday, November 15, 2019** at which time they will be publicly opened.

Sealed bid is to be addressed and submitted to:

Plainfield Community Consolidated School District No. 202  
Attention: Assistant Superintendent Business & Operations  
15732 Howard Street  
Plainfield, Illinois 60544

Bids must be clearly marked: **"High School Band Uniforms"**. The opening will take place at the Plainfield Community Consolidated School District No. 202 Administration Center, 15732 Howard Street, Plainfield, Illinois, 60544, at the time stated above.

Enclosed are the following:

	<b>Exhibit</b>	<b>Title</b>	<b>Pages</b>
1.	A	Bid Conditions and Specifications	2-7
2.	B	Construction and Manufacturing Specifications	8-20
3.	C	Uniform Design	21-27
4.	D	Detail Style and Color Specifications	28-32
5.	E	Bid Signature Page	33
6.	F	Bid Cost	34-35
7.	G	Deviation Form	36
8.	H	Statement of Ethics Certification	37
9.	I	Sexual Harassment Certification	38
10.	J	Certification of Eligibility to Enter into Public Contracts	39
11.	K	Student Safety	40
12.	L	Alcohol and Drug Free Workplace Certification	41
13.	M	Equal Employment Certification	42
14.	N	School District References	43

The District looks forward to your participation in this bid.

Sincerely  
Rick Engstrom, Assistant Superintendent for Business and Operations

**Plainfield Community Consolidated School District No. 202 is receiving sealed Invitation to Bid High School Band Uniforms for Plainfield East High School.**

**BID CONDITIONS AND SPECIFICATIONS**

1. **BID FORMS:** Bids shall be submitted only on the forms provided. The bidder shall retain one (1) copy for his files and submit one (1) original electronic copy and four (4) copies in a sealed envelope marked "High School Band Uniforms".
2. **Late Bid:** Formal bid, amendments thereto, or requests for withdrawal of bid received by the District after the time specified for bid opening will not be considered.

The Vendor assumes the risk of delay in the handling or delivery of mail. Facsimiles will not be accepted.

3. **WITHDRAWAL OF BID:** A written request for the withdrawal of a bid, or any part thereof, may be granted if the District prior to the specified time of opening receives the request.
4. **COMPLETENESS:** All information required by the Invitation to Bid must be supplied to constitute a proper bid.

The use of a name of an item, material, product, special brand or make, in describing any item herein, does not restrict bidders to that particular item, unless otherwise stipulated. This means being used simply to indicate the quality, cost, tailoring and workmanship of the article desired or acceptable; however, the goods and processes on which proposals are submitted must, in all cases, be equal or better in quality. Each and every deviation from the Specifications and/or the General Conditions must be itemized on the Deviations Form. In the event there are no deviations from either the Specifications or the General Conditions, an entry must be made on the Deviations Form stating "no deviations". The Deviations Form is an integral and required part of the official bid of each company.

A complete sample of each uniform is to accompany the bid on December 2, 2019. The sample uniform does not necessarily have to be in accordance to the exact specifications; however, it is to show the basic construction, style and fabric as listed in the Construction and Manufacturing Specifications section of the Invitation. A stock sample, male size 38 regular, will be acceptable.

5. **BID BINDING SIXTY (60) DAYS:** Unless otherwise specified, all formal bids submitted shall be binding for sixty (60) calendar days following bid opening date, unless a written extension mutually agreed upon by the District has been granted.
6. **CONDITIONAL BIDS:** Qualified bids are subject to rejection in whole or in part without discussions or negotiations.

7. **AUTHORITY TO ACT AS AGENT:** Upon request, the vendor will provide proof to the District that the signatory on the bid form has the authority to bind the vendor to the price(s) quoted.
8. **ERRORS IN BIDS:** No claim for relief because of errors or omissions in the bid will be considered, and vendors will be held strictly to the bids submitted.
9. **QUESTIONS:** Questions, inquiries or notices concerning the substance of the contract documents must be submitted in writing to and received by Suzanne Peterson, no later than **4:00 pm, Wednesday, October 30, 2019**. Inquiries may be submitted via email, [speterson@psd202.org](mailto:speterson@psd202.org). Responses, if any, to questions, inquiries, or notices will be handled in substantially the same manner as Addenda.

Vendors are responsible for informing themselves about all aspects of the work/supplies/equipment and the contract documents and for informing the District through a request for interpretation of any ambiguity, error, omission or discrepancy perceived by the bidder. Errors made by the bidder in completing and submitting a bid will not be a basis for withdrawal of or release from the bid once opened.

10. **RESPONSE TO INVITATION:** In the event you cannot submit a bid on our requirements, please return all forms with an explanation as to why you are unable to bid on these requirements.
11. **ADDENDA:** Addenda in connection with the bidding of this work/supplies/equipment may be issued on the district website.

Addenda will not be issued after Thursday, October 31, 2019. It is the responsibility of the bidder to determine whether the District has issued addenda. Lack of knowledge of addenda will not be grounds for a bidder to withdraw a bid after the bid opening or to fail to enter into the contract after the award of the bid.

12. **PRESENTATION:** After the Invitation to Bid opening, a presentation meeting may be held on **Monday, December 2, 2019** with vendors selected by administrators and school personnel. This meeting will allow vendor to present their product, and take questions from the committee.

## AWARD

1. **AWARD OR REJECTION OF BID:** The contract will be awarded to the lowest responsible and responsive vendor complying with all the provisions of the Invitation to Bid, provided that in the judgment of the District, the price is acceptable and in the best interests of the District. The District reserves the right to reject any or all bids received whenever such rejection is in the interest of the District.

Special consideration in awarding the contract will be given to the vendor who has the personnel, facilities, equipment, financial resources, and time to perform the services required under this contract.

Additional evaluation elements for consideration are:

- a. Quality of the garment.
- b. Quality of service and responsibility of the Vendor
- c. Service and attentiveness of the Representative
- d. References and experience
- e. Special Offers
- f. Cost

The District reserves the right to award the Invitation to Bid to one single vendor or multiple vendors.

The District may conduct investigations as it deems necessary to assist in the evaluation of any bid and to establish the responsibility, qualifications, and financial ability of the vendor to supply materials and/or services to the District within the prescribed time.

2. **NOTICE OF ACCEPTANCE:** A written award (or Acceptance of Bid) mailed (or otherwise furnished) to the successful vendor with the time for acceptance specified in the Invitation to Bid shall be deemed to result in a binding contract without further action by either party.

## CONTRACT PROVISIONS

1. **SUBLETTING CONTRACT:** It is mutually understood and agreed that the Vendor shall not assign, transfer, convey, sublet, or otherwise dispose of its contract or its right, title or interest therein, or its power to execute such contract, to any other person, firm or corporation, without the previous written consent of the District, but in no case shall such consent relieve the Vendor from its obligation, or change the terms of the Contract.

2. **NON-DISCRIMINATION:** No Vendor who is the recipient of the District's funds, or proposes to perform any work or furnish any goods under this agreement shall discriminate against any worker, employee or applicant or any member of the public because of religion, race, sex, color, or national origin, nor otherwise commit an unfair employment practice. Vendor further agrees that this article will be incorporated by the Vendor in all contracts entered into with suppliers of materials or services, contractors and subcontractors and all labor organizations, furnishing skilled, unskilled, and craft union skilled labor, or who may perform any such labor or services in connection with this contract. The Vendor and all subcontractors employed under the contract shall comply with all applicable provisions of the Illinois Human Rights Act (775 ILCS 5/1-10).

3. **COLLUSIVE BIDDING:** The bidder certifies that its bid is made without any previous understanding, agreement or connection with any person, firm, or corporation making bid for the same project, and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action.

Any attempt by the respondent to circumvent the Invitation to Bid by contacting or communicating with members of the Board of Education, Administration, and/or school personnel will be deemed as grounds for elimination.

4. **TAX EXEMPTION:** The District is exempt from Federal, State, and Municipal taxes.

5. **GRATUITY:** No employee or its officers of the District is to be extended any form of gratuity in connection with the Invitation to Bid.

6. **POLICY:** The Vendor will ensure all employees or agents fully comply with District policies and regulations pertaining to restrictions that affect anyone on District owned property.

7. **SAFETY:** The vendor will not assign an employee or agent who is a child sex offender as defined in the Child Sex Offender Community Notification Law and the Child Murderer and Violent Offender Against Youth Community Notification Law.

8. **DRUG AND ALCOHOL-FREE WORKPLACE:** All District sites are drug and alcohol free workplaces. The vendor employees or agents will not possess/distribute/consume tobacco, alcohol, or any illegal or dangerous substance on District property.

9. **REFERENCES:** The vendor must provide three (3) references from schools of similar size and volume not to include Plainfield Community Consolidated School District 202.

## **CANCELLATION**

In the event that the Vendor at any time fails to comply with any of the terms or conditions set forth in this agreement, or should the District determine that the Vendor is in any other way unfit, unqualified, or unable to perform, the District shall give thirty (30) days notice in writing to the said Vendor. In the event the Vendor does not remedy such failures within thirty (30) days from the receipt of such notice the agreement may be terminated.

Furthermore, if the District must contract the service of others because of the failure of the Vendor to provide such services under this contract, the Vendor shall assume all costs incurred by the District.

## **CONTRACTOR NOT AN AGENT**

The Vendor shall not be held or deemed in any way to be an agent, employee, or official of the District, but rather an independent vendor furnishing services for the District.

## **RESPONSIBILITY FOR EQUIPMENT/MATERIALS**

The Vendor shall be responsible for protection of all equipment or supplies covered by this contract. The Vendor will repair or replace damaged equipment in a timely manner.

## **GENERAL GUARANTY**

The Vendor agrees to:

1. Save the District, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented, invention, article or appliance furnished or used in the performance of the contract which the Vendor is not the patentee, assignee, licensee or owner.
2. Protect the District against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transport, delivery or installation.
3. Pay for all permits, licenses and fees and file all notices and comply with all laws, ordinances, rules and regulations of the Village of Plainfield, Will County and the State of Illinois.

## **PLACING OF ORDERS**

A letter of intent followed by a purchase order will be executed and released by the District upon approval by the Board of Education.

## OTHER INVITATION TO BID REQUIREMENTS

1. **BASE RATE:** Vendors are to indicate total costs based on the materials, equipment, and services to be provided.
2. **AWARD:** It is anticipated that the Invitation to Bid will be awarded at the Board of Education meeting to be held **Monday, December 16, 2019**.
3. **DELIVERY:** As designated by the school. In submitting your bid, specify the time required for delivery of the complete order after receipt of all details.
4. **COMPLETE BID:** Invitation to Bid presented must include all costs associated with purchase of the products indicated. Unit price is to include delivery/freight. Additional separate charges will not be honored.  
Rounding up or down of quantities must be pre-approved by the District. Print overruns will not be accepted. Exact quantities will be reflected on the purchase order.  
The winning bidder will not be reimbursed beyond the amount indicated on the bid form(s).
5. **WARRANTY:** A copy of the written warranty for each item.
6. **QUESTIONS REGARDING BIDS:** Any questions should be processed pursuant to the "Conditions of Bidding".
7. **ALTERNATE BIDS:** Deviations are not anticipated however, all Deviations must be documented. Unless fully documented, such deviations may disqualify a bidder at the discretion of the District.
8. **AWARDING OF BID:** The contract will be awarded to the lowest responsible and responsive vendor complying with all the provisions of the Invitation to Bid, provided that in the judgment of the District, the price is acceptable and in the best interests of the District. The District reserves the right to reject any or all Invitation to Bids received whenever such rejection is in the interest of the District.  
  
Special consideration in awarding the contract will be given to the vendor who has the personnel, facilities, equipment, financial resources, and time to perform the services required under this contract.
9. **QUANTITIES:** Quantities on the Invitation to Bid are approximate. Final quantities will be reflected on our purchase orders and calculated on the unit price. **The District will not pay over the unit price.**
10. **VENDOR REPRESENTATION:** A full time sales representative to handle all details of the order shall be assign to the District. This includes measuring and servicing, "after the sale". Bidder is to provide name, address, and phone number of representative or representatives who are responsible for handling the order.

## CONSTRUCTION AND MANUFACTURING SPECIFICATIONS

1. **GENERAL:** Coats, trousers, blouses and all major parts of the uniform are made to fit the nearest stock size from the information supplied by the company representative. This is done for a better year to year fitting program and allows more fitting flexibility. Exceptions are made on unusual sizes wherein the garment is cut and produced to the measurements taken by the company representative.
2. **LABOR:** All garments must be UNION made and shall include the union label. This is to insure consistency and uniform of the manufactured goods. Uniforms made otherwise may have a tendency toward sloppiness and unprofessional tailoring, due to the unskilled cutting and sewing operations.
3. **SHIPPING:** Uniforms are to be shipped on wishbone style hangers. Hangers are to be hard plastic, not wood. Wooden hangers have a tendency to pick and pull the basic fabric, and they are not acceptable. The hangers must be bent and rounded at the top to allow the shoulder area of the garment to be spread and hung properly. Each uniform must be delivered in its own clear polyethylene bag to prevent soiling. Uniforms must be delivered in 200 lb. Test cardboard wardrobe containers, opening from the front, and having a metal bar reinforcement at the top with clasp to prevent hangers from disengaging from the metal structure. Each carton will be properly marked on the outside, with identification numbers of the uniforms contained in that specific carton.
4. **IDENTIFICATION:** Each major garment item is to have identification numbers sewn into the individual pieces to allow for quick and easy issuing. Coats, trousers, and blouses are to have woven numerals. Trousers are to include inseam and waist information for future reference; coats shall have chest size and length indicated on a linen ticket. The original order is to include a bound booklet with the numbers of each uniform corresponding to the particular size of that uniform, arranged from the smallest to the largest. Size information shall include chest size, height, weight, and inseam for each uniform. Bound in the identification record shall be a size chart for use as reference for purchase of future uniforms.
5. **INSPECTION:** All delivered products shall be accepted subject to inspection and physical count. Inspection and acceptance of Photographic products will be made after delivery. Final inspection shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud. Final inspection and acceptance or rejection of the materials or supplies will be made as promptly as practicable, but failure to inspect or accept or reject materials or supplies shall not impose liability on the District for such materials or supplies as are not in accordance with the specifications. Rejected products shall be removed at the expense of the Vendor, including transportation. All thread ends to be picked and cut and specifications, trim and details to be critically checked for each individual garment before shipment. Buttons to be applied and sewn at that time.



6. **FABRIC VERIFICATION:** Fabric swatches must accompany each bid invitation, unless an exact sample uniform has been provided. Swatches shall be properly labeled to include weight, composition, lot number, and shade number. When using wool or dacron/wool materials, a "Kaumagraph" MUST appear on the back of the fabrics (except white) insuring a first quality fabric. The "Kaumagraph" used on sample uniforms made of dacron/wool and 100% wool fabric is found on the inside of the garment.

**NOTE:** "Kaumagraphs" need not appear on fabric swatches.

7. **VERIFICATION OF FABRIC PROCESSING AND STABILIZATION:** Any dacron/wool blend fabric from any vendor must be professional cold water and alcohol sponged, decated, and inspected. Bidder must submit in writing, certification that dacron/wool blend fabric will have undergone this fabric stabilization prior to manufacture of the uniforms. Also, such certification should be submitted in writing by an officer of the bidding company.

The company actually performing the stabilizing process must be indicated, with an individual or officer of said company to contact for verification of processing.

As dacron/wool garments having not undergone such processing can experience significant and excessive shrinkage, bidders not providing such a sponging treatment and certification in this bid will be disqualified.

### **Coat Specifications**

**1. PATTERNS:**

- a. Patterns are to be marked, graded, and cut using a computerized system to ensure accuracy.
- b. Patterns are to cover a full range of sizes, including male, female, short, regular, long, and extra long from size 26 to 60.

**2. INNERLINING**

- a. The innerlining is the foundation of the coat and is to carry with it a complete limited lifetime warranty.
- b. The innerlining is to consist of 4 layers.
- c. The principle layer of the coat front is formed of preshrunk highly resilient natural hair canvas of 7.5 ounce per square yard. The hair content is 32% with 36% rayon, 29% cotton, and 3% polyester. The weft and filling yarns are spun from 45% hair, 50% rayon, and 5% polyester to provide superior shaping resilience and bounce. The Hymo canvas is cut and individually shaped to fit each coat, both the left and right coat fronts.
- d. The second layer is an additional chest piece of 4.53 ounces per square yard Monoflex. It is to be 6 " x 7 1/2" in dimension and darted in armhole area. This piece is specifically designed as a shoulder reinforcement in finely tailored garments to maintain the shape of the shoulder and chest area of the coat.
- e. The third layer is unique, being of the same natural hair canvas as the coat front, deeply darted in the upper armhole area to provide natural shape. It is wider than the Monoflex and extends deep into the coat front for resiliency in this area.

- f. The fourth layer, or felt chest piece area, is a heavy 4.2 ounces per square yard needle punched, supported felt. It extends 14" or more from the shoulder seam. It's shrink proof, non-woven characteristics adds more resilience to the chest and area below the armhole.
- g. The entire four-layered innerlining is sewn together with 18-21 rows of zigzag stitching.
- h. For white and translucent light colors of shell fabric, the innerlining is to be constructed as above with an additional top layer of white Poly-sil. This layer is used to prevent shadowing of the natural canvas through the outer shell fabric. It is to be 2.9 oz./sq. yd. and a construction count of 78 warp x 54 fill with a fiber content of 50% poly/50% preshrunk cotton.
- i. Under no circumstances is the Hymo and sewing operation to be substituted with a fusing or gluing operation.
- j. Under no circumstances is a white synthetic coat canvas to be used as an innerlining, in lieu of the specified Hymo/Monoflex layers.

### **3. SHOULDER PADS**

- a. Shoulder Pads are to consist of heavy density, 100% PREMIUM grade preshrunk "Harsh" quality combed Indian cotton ("Harsh" quality being resilient, bouncy).
- b. It is a large semi-oval shape, approximately 10" x 7" on extended shoulder patterns. Dimensions for regular shoulder patterns are to be approximately 4 1/2" x 7 1/2".
- c. The entire pad is covered with a print cloth, and quilt stitched throughout to prevent wadding.
- d. Shoulder Pads consisting of multiple layers of needle-punched preformed polyester are not acceptable.
- e. Stay cloth is not acceptable for the shoulder pad, due to stiffness.

### **4. SLEEVEHEAD PAD**

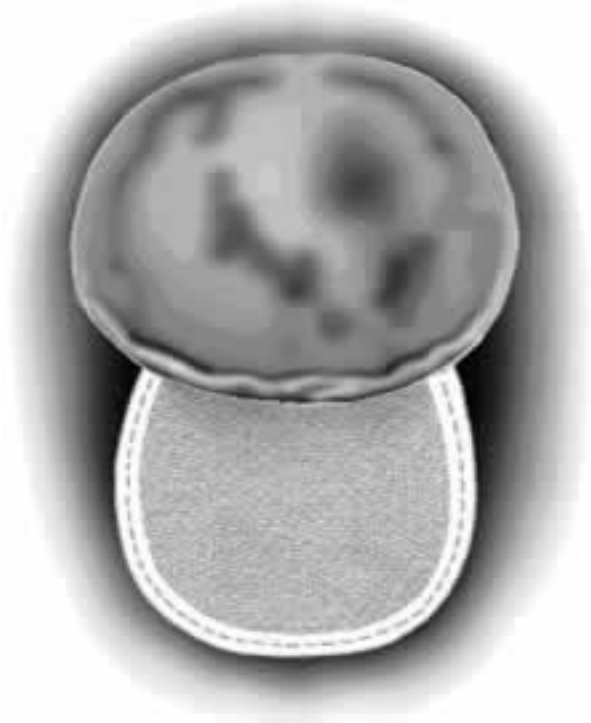
- a. There is a 1 3/4" sleeve head pad composed of a 65/35 Poly/Cotton woven cover sewn into the armhole of the coat assembly.
- b. It is reinforced with soft white 100% Polyester needle punch filler.
- c. Strips of coat canvas are unacceptable for use as sleeve-head padding.

### **5. LINING**

- a. Coat linings are to be cut from a separate set of patterns designed specifically to fit the particular style of coat. Linings are not to be cut from coat patterns and then cut down.
- b. Lining material is to be the highest quality BreatheFree Poly Twill. It contains moisture absorbing properties with immediate dry component. It will be non-toxic, perspiration resistant, color fast, and non-shrinkable. It is to be fully dry-cleanable.
- c. Its composition is to be 124 warp x 72 fill and it is to meet government specifications.
- d. There is a pleat down the center back in the shoulder area to allow fullness and access to buttons where applicable.
- e. The lining is COMPLETELY sewn around the armhole, NOT just tacked.

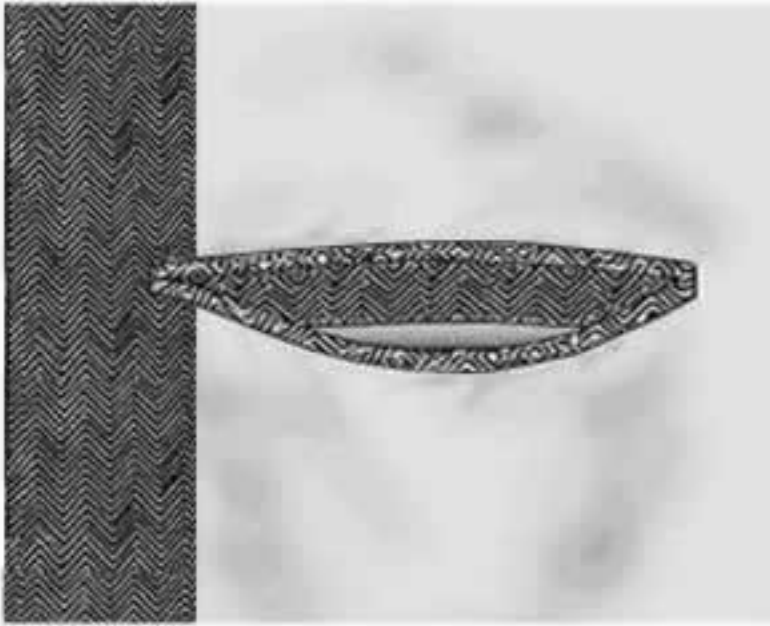
## 6. PERSPIRATION SHIELD

- a. The perspiration shield is secured in the lower part of the armhole and is approximately 4" square.
- b. It is made of an absorbent wool flannel, consisting of 85% wool and 15% nylon material. It is to be double sponged to prevent shrinkage.
- c. The shield is edged all around with a pre-shrunk bias poly/cotton finishing tape and completely sewn into the armhole area. Merely "tacking" the shield to the lining is not acceptable.
- d. Sweatshields will contain Sanogiene Anti-Microbial Protection. Sanogiene is an EPA approved patented technology providing the following properties: 1. Controls and resists odors 2. Retards the growth and action of bacterial odors 3. Mildew resistant 4. Prevents microbes from degrading uniform construction 5. Long-lasting in excess of one hundred launderings In addition, the staining, degradation and loss of the performance properties of textile fibers are often the result of microbial attack. Sanogiene finish protects the fabrics from microbial contamination and growth. Sanogiene is an EPA registered product and meets requirements for US anti-microbial registration.
- e. Shields made of scraps from cutting the outer coat whipcord fabric are not acceptable.



## 7. POCKETS

- a. All inside pockets are to be cut, sewn, and turned automatically with a double piped lock-stitch machine and reinforced with a non-woven fabric.
- b. Pockets are to be constructed with hidden inside bartacks with welts of the same outer fabric as the coat.
- c. There is a 1 1/2" whipcord fabric extension down into the pocket, from the opening edges.
- d. Pocketing material is to be 70/30 poly/cotton, 50/50 in the warp and 100% poly in the fill.
- e. Pocket is to be "bagged" with no open seams at the bottom.
- f. Pockets made of lining or lightweight material are not acceptable.



## 8. TAPING

- a. Seams which are subject to usual stress, are to be taped with a preshrunk cross-wound cotton tailoring tape.
- b. Areas to be taped are down the inside coat front, extending around bottom sides and back, and around the armhole. There must be a 3-4" area at the upper back shoulder area of each sleeve seam, where the cloth tape is omitted. This allows proper "Stretch" across the shoulders during arm lift maneuvers.

## **9. SLEEVES**

- a. The sleeve is to be "felled" into the top of the armhole, using a special felling stitch which allows fullness, evenness, flexibility and strength.
- b. The bottom half of the armhole is machine lock-stitched to give the greatest strength in this high stress area.
- c. Sleeves are to be cut utilizing a 60/40 pattern per fine tailoring or 50/50 split sleeve upon request. They will be pitched forward 3-4 degrees in the armhole to allow for the arm-lift associated with playing a musical instrument.
- d. The cuff, or hem, is to have a generous 2 1/2" turn-under consisting of fabric and lining secured and constructed to allow easy altering of sleeve length. This is done utilizing an "easy alter" chain stitch.
- e. On request, an adjustable hem feature is available. The Braided Poly Propylene Snap-Tape shall extend from the bottom of the hem 7" with a total of 5 male snaps and 5 female snaps (10 total snaps) and will be centered on both seams. This allows a 1/2" of adjustability with each snap for a total adjustment capability of 4 1/2". The snap tape will be back-tacked on each end with a 3/8 – 1/2" tack.

## **10. SHOULDER LOOPS**

- a. Shoulder loops are to be die-cut to ensure uniformity and are cut in two pieces.
- b. Shoulder loops are to be reinforced on each layer with heavy Pellon.
- c. They are sewn together on the inside, turned, and top-stitched all around the edge for body and durability.
- d. All buttons for attachment of shoulder loop and accessory items will be reinforced with backing buttons.

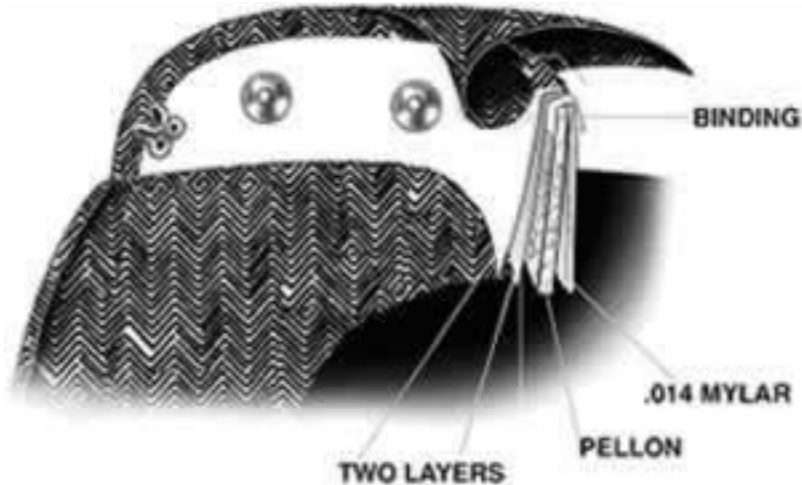
## **11. TRIM**

- a. Coat front trim (braid, welts, appliques, embroidery, etc.) is to be applied only through the outer fabric. That is, it is NOT to be sewn through the chest piece four-layer innerlining, nor the polyester twill coat lining. All trim is to be sewn before the lining is joined to the coat.
- b. Any trim using 1/4" unfilled tubular braid is to be applied with a FB or FBN corn straight 2 needle machine, then it is applied in cloverleaves, turned edges or other circular designs. The benefits of such application provide that the trim (A) lays flat to the fabric surface, and that (B) the stitching is equidistant from each edge along the entire border of the trim. Using a single needle stitch sewn twice is not acceptable. Trim applied with only one single needle stitch in the center is not acceptable.

## **12. HARD COLLAR**

- a. The inner core foundation of the standing collar is .014 Mylar.
- b. There is a laminated layer of non-woven Pellon P15 on the inboard side of the entire foundation.
- c. A stainless-steel riveted hook and eye is to be the rear closure. The hook and eye are riveted through the Mylar, Pellon and two layers of collar lining material. It is to be placed at the optimum angle to insure proper tension and comfort.
- d. A "sewn" hook and eye is not acceptable.
- e. The collar lining consists of two layers of Burlington Mills Cramerton fabric, which is 65% polyester and 35% combed cotton, pre-shrunk and non-wicking.
- f. Seven male gripper snaps are placed through both layers of the collar lining material. The snaps are supported on the inside by the laminated non-woven

- Pellon which also serves as a protective layer between the Mylar and the snaps.  
 Female gripper snaps applied to the collar lining are unacceptable.
- g. The outboard side of the standing collar is to be covered with a whipcord fabric, as specified by the design specifications.
  - h. The top edge of the Mylar base is bound with Cramerton fabric and has a finished welted seam on each side. The whipcord fabric is doubled over the top of Mylar base, along with the two layers of collar lining, and stitched along the top edge. This 5-layer construction results in a "beaded" edge and serves as a protection all along the top edge of the liner. This is accomplished with a SINGLE row of locked stitching through the Mylar base.
  - i. A single layer of fusing tape or bridle-tape is not sufficient protection in this area and is not acceptable.
  - j. The bottom edge of the standing collar is to be sewn through and through, to attach the double layers of Cramerton lining to the outer layer of whipcord. This row of stitching is immediately below the bottom edge of the Mylar foundation.
  - k. Construction of the collar in this manner provides the most dimensionally stable garment, without the additional rows of needle holes.
  - l. Braid trim, fabric welt, and embroidery are to be applied to the outer fabric of collar before assembly. This prevents sewing the trim "through" the Mylar core with additional rows of needle holes.



### 13. COLLAR LINER

- a. The fabric used in the construction of the washable snap-in, replaceable liners is two layers of VISA treated polyester whipcord. The VISA treatment offers soil release properties in this washable part of the garment.
- b. The liner is to be die-cut in a curve to allow it to lie properly against the neck of the wearer.

- c. There are seven female gripper snaps evenly spaced and secured through both layers of liner fabric. These are to match up with male gripper snaps on collar lining.
- d. The top, bottom and rounded side edges of collar liner is to be bound with a finished binding of non-absorbent Cramerton fabric.
- e. There is to be a bartack at each end of the binding.
- f. The liner is to be positioned to extend 1/8" above the whipcord collar fabric.
- g. Each liner is to be sized to corresponding collar and numbered to match coat size.



#### **14. SOFT COLLAR**

- a. Soft collars, lapels, and outer pocket flaps are to be hand shaped and cut according to fine quality tailoring practices.
- b. Bridle tape is to be placed at the lapel roll, to retain smooth lines and afford a permanent shape.
- c. Under-collar felt is to be pre-biased 50% wool/50% Rayon composite.
- d. All edges are to be topstitched (with the exception of satin lapels) through and through, from the facing edge through coat front lapels and collar to the opposite edge. Topstitching is to be 1/8" from edge.

#### **15. SEAMS**

- a. Coat is to be completely machine stitched except in areas where specific tailoring requires other methods.
- b. The ends of all seams are to be backstitched not less than 1/4".
- c. Coat back is tailored with either a 2-piece back or 4-piece back, if needed, to facilitate insertion of contrasting color panels, trim, etc.

#### **16. THREAD**

- a. Threads for seaming are to be 50/3 cotton wrap core thread, 70/2 poly wrap core thread, or 100/2 poly wrap core thread based on the strength requirements of the type of seam.
- b. All threads are to be heat resistant, vat dyed, sun-fast, dry-cleanable and moisture proof.

## **17. BUTTONS/BUTTONHOLES**

- a. High-quality metal buttons are to be used where specified and are to be attached by sewing, ring and washer, or toggle and washer.
- b. Buttonholes are to be manufactured using the cut-first method. The hole is to be cut-first, and the edge is to be covered with gimp and twist to cover the fabric and inner canvas edge. The back of the buttonhole is to be closed with a bartack reinforcement.

## **18. ZIPPERS**

- a. Zipper is to be heavy-duty brass with an auto-locking pull-slide. Tape is to be 9/16".
- b. Zipper is to be bartacked top and bottom and sewn to facing surface, not sandwiched in between shell fabric and facing.

## **19. FUSING**

- a. Certain trim designs call for added reinforcement. This is to be done with Thermal Bond non-woven polyamide 100% polyester 1.8oz/sq.yd fusible. It is to "tear away" from areas not covered with braid or other trim.
- b. Use of Pellon SF134 as reinforcement for trim is unacceptable.
- c. The entire coat front outer fabric is to be reinforced, in addition to the "traditional" sewn innerlining, whenever looped braid designs are specified.
- d. When sleeve cuff trim is utilized, the lower sleeve is to be reinforced from the cuff bottoms, up as needed.

## **20. WASHABLE OPTION**

Buyer may opt to change the coat specifications to be a washable item. The coat will have washable shoulder pads and will be fully lined. Front inner foundation, sleeve heads, and underarm shields may be omitted.



## **BIBBER TROUSER SPECIFICATIONS**

### **1. PATTERNS**

- a. Bibber trousers are to be cut in a full-length pattern, allowing extra fullness at the waist area to accommodate a generous fit throughout the range of sizes.
- a. They are to utilize both MALE and FEMALE patterns.
- b. There are to be two darts in the seat and waist area, measuring approximately 10" on a 38R sample.

### **2. SHOULDER STRAPS**

- a. Bibber is to be adjustable at the shoulders by means of a one-piece molded indestructible polymer slider.
- b. Slider is to be permanently fixed to the double-ply shoulder straps.
- c. Straps are turned and finished with a lockstitch on each edge, set in 1/8".
- d. Width of shoulder strap is to measure no less than 1 1/2" and be a minimum of 14" in length for maximum adjustability.

### **3. INNERFACING**

The upper portion of the bibber is to have a generous innerfacing front and back will all exposed fabric edges tightly serged to prevent raveling.

### **4. FRONT CLOSURE**

- a. The inside of the right fly is to be lined with a layer of durable polyester cotton material. It is to extend beyond the four-way crotch assembly.
- b. The left fly is to be reinforced with Pellon SF134W to provide permanent shape retention and durability. It is to be bound with a preshrunk, bias cut, tape for appearance and durability.
- c. There are to be three bartacks at the base of the fly for additional reinforcement; two vertical bartacks on the lower front fly interior and one horizontal bartack at the bottom of the lower front fly exterior.
- d. The fly zipper is to be SOLID BRASS of Y.K.K. quality. There is to be a #3 hardened brass wire stop at the base of the zipper.
- e. The front fly is to be secured at the top of the waistband with two stainless gripper snaps; placed above the zipper terminal. "Hook flex" is also available, if requested.

### **5. CROTCH**

- a. There is to be a "four-way" crotch reinforcement consisting of 50/50% polyester-cotton pocketing cut on the bias for strength.
- b. There are to be four, two-ply sections, one on each side of the fly, seat seam and inseams.
- c. Crotch area is to be clean finished with no extra fabric extending from tops of inseams.
- d. Trousers having merely a two-way reinforcement or no reinforcement at all, are not acceptable.

## 6. LEGS

- a. Trouser legs are to be finished at the bottom with a 3" turn under to allow alteration for future growth.
- b. Legs are cut straight down from the knee, resulting in a circumference of 19" at the finished bottom edge (standard 38R size).
- c. The hem is to be taped all around with a pre-shrunk bias polycotton finishing tape, then blind stitched for appearance and ease of alterations. Taping all around provides a clean finished edge for full length use, as well as protecting the fabric edge completely. Simple flat taping with a rayon hem tape is unacceptable.
- d. Striping is centered over the outseam and NOT sewn into the seam. It is to run the full length of the leg, including the turn-up allowance at the bottom edge. It is to be finished "flat" at the cuff turn under edge, not folded under the edge.
- e. The outseam of each trouser leg is to be a triple safety serged seam, or "blue jean" stitch. This type of seam is much stronger than the traditional "busted" seam and adds strength and stability to the "stripe side" of the leg. Flat pressed or "busted" seams in this area are unacceptable.
- f. The inseam of each leg is to be a flat pressed or "busted" seam whereby both ends of the fabric are lockstitched together and pressed back flat. This is necessary to facilitate alteration of the trouser within the seat and upper thigh area.
- g. On request, an adjustable hem feature is available. The Braided Poly Propylene Snap-Tape shall extend from the bottom of the hem 12" with a total of 11 male snaps and 11 female snaps (22 total snaps) and will be centered on both inseam and outseam. This allows a 1/2" of adjustability with each snap for a total of 11" of adjustability. The snap tape will be back-tacked on each end with a  $\frac{3}{8} - \frac{1}{2}$ " tack. Sideseams will be "clean finished".

## 7. SERGING

All edges of seams and outlets are to be serged in a professional, high quality manner, eliminating the possibility of raveling.

## 8. THREADS

Threads for seaming are to be 50/3 cotton wrap core, 70/2 poly wrap core, or 100/2 poly wrap core, based on the strength requirements of the type of seams.

## 9. POCKETS

- a. FOB watch pockets, when specified, are to be the same pre-creased pocket and are to be bartacked at the two upper corners.
- b. Pocketing material is to be 70/30 poly cotton; 50/50 in the warp and 100% poly in the fill.
- c. Pockets constructed in a "sandwiched" or "bagged" fashion are unacceptable.

## Headwear Specifications

### 1. SHAKO

All shako products both fur and West Point styles are to be manufactured to Ashley quality standards as follows:

- a. Hats must have securely sewn construction using no brads or staples in shell to create discomfort. The bottom bands are to be tucked and sewn (not stapled) to insure against pulling out or frayed edges. The back seam must be double reinforced 1" from the top and 1" from the bottom. The drawstrings are to be polypropylene tipped and are extra-long.
- b. The inside shells must be made of high-density polyethylene to guard against cracking and to increase comfort to the wearer. The lack of this will produce a brittle shell composition and consequently an inferior base, subject to a number of problems in both high and low climate extremes. All units are packaged in a "strong box" case. Plume sockets when requested are made of unbreakable polyethylene.
- c. Special shako features must include heavier eyelets with washers on the back in the sweatband to strengthen the lace holes and protect against ripping and tearing of the holes in that sweatband. The back seam is double reinforced to strengthen and guard against splitting, tearing or exposing the inner shell during changes in weather conditions. The outer covering whether vinyl or fabric is used, must be fastened to the shell by bartacking before applying the sweatband. This prevents the staples from weakening the shell or causing discomfort to the wearer.
- d. The visors are to be constructed of laminated materials or molded polypropylene and must be sewn on to insure against cracking and discomfort. All buttons are metal only with reinforced back and extra long prongs. No soldered or plastic buttons are acceptable. The plasti-pak "strong box" is to be composed of high-density polypropylene and capable of withstanding 300 pounds of pressure. It is to be weather resistant, snap-latched with an injection molded body and handle.
- e. Fur covered shakos will have an imitation bearskin covering with approximately 1" pile. Fur is to be 75% acrylic and 25% modacrylic with 100% poly backing. Weight is 27 oz. per yard. This material meets flammability requirements and is washable.

## UNIFORM MANAGEMENT SYSTEM

The band uniform order is to be accompanied by a Uniform Management System program with the following features:

The system will be a cloud-based application which is accessible from any modern internet connected device: PC, Mac, Android Tablet or Phone, iPhone, iPad.

The system will manage student information regarding the assignment of band uniforms and is alterable on a continuing basis as sizing needs change.

The system will be capable of loading in the school's data directly from their uniform order.

The system will contain an AUTO-ASSIGN feature which automatically assigns uniform pieces to the students based on their entered measurements.

In addition, the student database will include full contact information for student and guardian and will possess the ability to generate address labels and garment bag identification tags.

The system will also produce student uniform rental/usage agreements as per needed.

The system will have the ability to generate customizable reports.

The system will allow importing and exporting of student and uniform data.

The system will allow the creation and assignment of additional users to access the specified student and uniform information.

The system will facilitate backup and restore of the user's data as desired.

The system will be protected by a Web Application Firewall (WAF) to prevent unauthorized access or "hacking" of the site and its data.

The system administrator must provide technical support **FREE OF CHARGE**.

**Exhibit C**  
Plainfield East High School  
Band Uniform



Plainfield East High School  
Drum Major



Plainfield East High School  
Color Guard



Plainfield East High School  
Color Guard-Front View





Plainfield East High School  
Color Guard-Back View



Plainfield East High School  
Raincoat-Front View



Plainfield East High School  
Raincoat-Back View



**PLAINFIELD EAST HIGH SCHOOL  
DETAIL STYLE AND COLOR SPECIFICATIONS**

**Coats - Band**

Quantity: 250

Band Type: Band

Style: Waist Length

Closure: Concealed center back brass zipper closure with 3 snap closure.

**Front:**

Traditional. Seamless Canopy. Coat is cut 2" shorter than standard and taper 1" on each side. Bottom of coat front to have an off-center point (left of center). Split color front, upper right side of coat to be 4892-5500 orange. Lower right side of 7744-6607 black. Left side of coat to be 4892-5500 orange with dye sub "Bengal" stripe pattern in orange and black. Set on color split is a 1 1/2" welt of 7744-5067 green. Set on top and bottom of welt is a 1/4" welt of silver lahm. Welt to start at right side and go across the coat to the dye sub then go down to bottom of coat. Set at corner of welt (and separating orange and dye sub sections) is a welt of 3/8" silver lahm to go up to the left shoulder. Side bodies of 7744-6607 Black. Include bar codes.

**Back/Tails:**

Coat Back and side bodies of 7744-6607 Black.

**Collar:**

Hard square collar of 7744-6607 black with 1/4" welt of silver lahm set on the top edge. Liner and lining to be black.

**Shoulder Trim:**

Right sleeve of 7744-6607 black, left sleeve of 4892-5500 orange with dye sub "Bengal" print pattern. On right shoulder is 4" embroidered school "E". Top half of orange, bottom half of green and entire logo is outlined in white.

**Slv. Trim:**

Right sleeve of 7744-6607 black, left sleeve of 4892-5500 orange with dye sub "Bengal" print pattern. Sleeves to have snap tape for adjustability.

**Bib Trousers - Band**

Quantity: 250

Band Type: Band

Style: Bib Trousers

Fabric: 7744-55% Dacron/45% Wool-14-14 1/2 oz.

Shade: 6607 Black

Lining: Unlined

Pockets: Inserted reece FOB pocket on right side.

4-Way Reinforced Crotch: Yes

French Fly: Yes

Woven ID Numeral: Yes

Description: Permacrease in trouser legs. Trousers to have adjust-a-cuff feature. Include bar codes.

### **Gauntlets - Band**

Quantity: 250

Band Type: Band

Style: Gauntlets

Description: Gauntlets of 7744-6607 Black, self-lined, fuse on bottom ply with SP4007. Set down 3/8" from top edge is a welt of 3/8" 4892-5500 orange. Set near outer edge of gauntlets (below welt) are two size 30 nickel half ball buttons. Use "L" shaped velcro and reverse velcro so the gauntlets stick together when laid flat. Include bar codes and I.D. numbers

### **Shakos - Band**

Quantity: 250

Band Type: Band

Style: Flat Top, West Point Shako

Fabric: Top, Sides & Both Bands of Black Vinyl.

Visor: Black

Ornament: none

Chinstrap: Black with nickel hardware

Trim: Nickel Half Ball side buttons with prongs. Silver reflex band. Include bar codes.

Description: Each shako is individually boxed in a molded plastic carton made of high density polyethylene for maximum durability. Features include a comfort grip handle, interlocking/stackable design, feet for standing box upright, replaceable sure snap closure and maximized volume for packing headwear and plume.

### **Shako Wrap - Band**

Quantity: 250

Band Type: Band

Style: Split color shako wrap self-lined with thin mylar (in front only). From left side seam of shako around back and just past center front will be 7744-6607 black (slightly tall than shako). From just left of center to left side seam will be 4892-5500 orange. Set on front edge of 5500 welt will be a 1 1/2" welt of 7744-5067 green. Set on both sides of green welt is a 1/4" welt of silver lahm. 5500 orange portion will be 2 1/2" taller than shako at left center point and will taper to same height as 6607 black portion at left side seam. Wrap will Velcro to itself at back of hat. Include bar codes and I.D. numbers.

### **Plumes - Band**

Quantity: 250

Band Type: Band

Style: Plumes - 14" French Upright in Black with double silver mylar

### **Pendant/Drape - Band**

Quantity: 250

Band Type: Band

Style: Pendant/Drape

Description: Special side drape, split color, lined with 7744-6607 black. Front portion of drape to be 4892-5500 orange to match up with orange on coat front and then flare out wider as it goes down to bottom of drape. 5500 Orange to have same "dye sub "Bengal" print pattern as coat. Rest of drape to be 7744-6607 black. Drape to start at left center coat front point and extend around left side and stop at inside edge of left rear side body. Set on front edge is a 1 1/2" welt of 7744-5067 green. Set on both sides of welt is a 1/4"

welt of silver lahm (welts to match up with welts on coat). Drape to be just above knee length at front and gradually get 4" shorter at back. Drape to attach to underneath side of the coat with Velcro. Include bar codes and I.D. numbers.

### **Coats - Drum Major**

Quantity: 9

Band Type: Drum Major

Style: Waist Length

Closure: Concealed center back brass zipper closure with 3 snap closure.

#### **Front:**

Traditional. Seamless Canopy. Coat is cut 2" shorter than standard and taper 1" on each side. Bottom of coat front to have an off-center point (left of center). Split color front, upper right side of coat to be Rejuvitex Optic White. Lower right side of 7744-6607 black. Left side of coat to be 4892-5500 orange with dye sub "Bengal" stripe pattern in orange and black. Set on color split is a 1 1/2" welt of 7744-5067 green. Set on top and bottom of welt is a 1/4" welt of silver lahm. Welt to start at right side and go across the coat to the dye sub then go down to bottom of coat. Set at corner of welt (and separating orange and dye sub sections) is a welt of 3/8" silver lahm to go up to the left shoulder. Side bodies of 7744-6607 Black. Include bar codes.

#### **Back/Tails:**

Coat Back and side bodies of 7744-6607 Black.

#### **Collar:**

Hard square collar of 7744-6607 black with 1/4" welt of silver lahm set on the top edge. Liner and lining to be black.

#### **Shoulder Trim:**

Right sleeve of 7744-6607 black, left sleeve of 4892-5500 orange with dye sub "Bengal" print pattern. On right shoulder is 4" embroidered school "E". Top half of orange, bottom half of green and entire logo is outlined in white.

#### **Slv. Trim:**

Right sleeve of 7744-6607 black, left sleeve of 4892-5500 orange with dye sub "Bengal" print pattern. Sleeves to have snap tape for adjustability.

### **Bib Trousers - Drum Major**

Quantity: 9

Band Type: Drum Major

Style: Bib Trousers

Fabric: 7744-55% Dacron/45% Wool-14-14 1/2 oz.

Shade: 6607 Black

Lining: Unlined

Pockets: Inserted reece FOB pocket on right side.

4-Way Reinforced Crotch: Yes

French Fly: Yes

Woven ID Numeral: Yes

Description: Permacrease in trouser legs. Trousers to have adjust-a-cuff feature. Include bar codes.

### **Gauntlets - Drum Major**

Quantity: 9

Band Type: Drum Major

Style: Gauntlets

Description: Gauntlets of Rejuvitex Optic White, self-lined, fuse on bottom ply with SP4007. Set down 3/8" from top edge is a welt of 3/8" 4892-5500 orange. Set near outer edge of gauntlets (below welt) are two size 30 nickel half ball buttons. Use "L" shaped velcro and reverse velcro so the gauntlets stick together when laid flat. Include bar codes and I.D. numbers

### **Shakos - Drum Major**

Quantity: 9

Band Type: Drum Major

Style: Flat Top, West Point Shako

Fabric: Top, Sides & Both Bands of White Vinyl.

Visor: White

Ornament: None

Chinstrap: White with nickel hardware

Trim: Nickel Half Ball side buttons with prongs. Silver reflex band. Include bar codes.

Description: Each shako is individually boxed in a molded plastic carton made of high-density polyethylene for maximum durability. Features include a comfort grip handle, interlocking/stackable design, feet for standing box upright, replaceable sure snap closure and maximized volume for packing headwear and plume.

### **Shako Wrap – Drum Major**

Quantity: 9

Band Type: Drum Major

Style: Split color shako wrap self-lined with thin mylar (in front only). From left side seam of shako around back and just past center front will be Rejuvitex Optic White (slightly tall than shako). From just left of center to left side seam will be Rejuvitex Optic White (taller section). Set on front edge of taller section will be a 1 1/2" welt of 4892-5500 orange. Set on both sides of orange welt is a 1/4" welt of silver lahm. Taller Optic section will be 2 1/2" taller than shako at left center point and will taper to same height as rest of optic at left side seam. Wrap will Velcro to itself at back of hat. Include bar codes and I.D. numbers.

### **Plumes - Drum Major**

Quantity: 9

Band Type: Drum Major

Style: Plumes - 14" French Upright in White with double silver mylar

### **Pendant/Drape – Drum Major**

Quantity: 9

Band Type: Drum Major

Style: Pendant/Drape

Description: Special side drape, split color, lined with 7744-6607 black. Front portion of drape to be 4892-5500 orange to match up with orange on coat front and then flare out wider as it goes down to bottom of drape. 5500 Orange to have same "dye sub "Bengal" print pattern as coat. Rest of drape to be 7744-6607 black. Drape to start at left center coat front point and extend around left side and stop at inside edge of left rear side body.

Set on front edge is a 1 ½” welt of 7744-5067 green. Set on both sides of welt is a ¼” welt of silver lahm (welts to match up with welts on coat). Drape to be just above knee length at front and gradually get 4” shorter at back. Drape to attach to underneath side of the coat with Velcro. Include bar codes and I.D. numbers.

### **Garment Bags**

Quantity: 280

Band Type: Miscellaneous

Style: Garment Bags

Description: Garment Bags – Black of 210 denier nylon, 28” x 47” size, dual handles for portability, vent grommet to let your garments breathe, ID window, 2 zippered accessory pockets. Include one color imprint.

### **Raincoats**

Quantity: 280

Band Type: Band

Style: Otterwear Thinsulate Raincoat.

Description: Black Coat, orange hood. Two color “E” imprint on left chest of coat front. Two color imprint of Bengal head on back of hood.

Outer shell is 210 Denier PVS Nylon, 3M Thinsulate® lining, generously cut fit. Raglan sleeves, double needle stitched. 2 deep flapped front pockets. Oversized sailor hood with snap closure. Add ID numbers and Bar Codes

### **Female Guard Tunics**

Quantity: 40

Band Type: Guard

Description: Tunic with crew neck, long sleeves, asymmetrical empire waist and angled bottom. Upper bodice and sleeves of black micro-sequins. Mid-section insert of black mystique and bottom of tunic to be orange lycra. Back of tunic is solid black micro-sequins.

### **Female Guard Pants**

Quantity: 40

Band Type: Guard

Description: Lycra flared bootleg pants with elastic waistband.

### **Male Guard Top**

Quantity: 10

Band Type: Guard

Description: Top with crew neck, short sleeves, mid-section insert and straight cut bottom. Upper section of black micro-sequins, short sleeves of black lycra. Mid-section insert of black mystique and bottom of top to be orange lycra. Back of tunic is solid black micro-sequins.

### **Male Guard Pants**

Quantity: 10

Band Type: Guard

Description: Lycra male pants with elastic waistband.



**BID SIGNATURE PAGE**

After having read the entire Invitation to Bid conditions and specifications and understanding the same, I hereby submit the following for the purchase of **High School Band Uniforms** for the Plainfield Community Consolidated School District No. 202 in accordance with said Invitation to Bid conditions and specifications.

NOTE: UNSIGNED INVITATION TO BID WILL NOT BE ACCEPTED

The undersigned Vendor declares that he has examined and familiarized himself with the Contract Documents itemized Exhibit A dated **October 22, 2019**. In making this bid, the undersigned waives all right to plead any misunderstanding of the Contract Documents and agrees to perform all of the work required herein. If this Invitation to Bid is accepted, the undersigned offers and agrees to furnish all services upon which prices are quoted, at the price and times stated, and subject to all conditions recorded on this bid.

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Signature: \_\_\_\_\_ Date \_\_\_\_\_

---

Print Name / Title \_\_\_\_\_

---

Firm Name \_\_\_\_\_

---

Firm Address \_\_\_\_\_

---

City / State / Zip Code \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

**Bid Cost**

The bidder certified he has familiarized himself with your specifications, had carefully read them and understands their contents. Any uniforms furnished by us will be in the style and quality requested.

Quantity	Item	Unit Price	Total Price
250	Coats - Band		
250	Bib Trousers - Band		
250	Gauntlets - Band		
250	Shakos - Band		
250	Shako Cartons - Band		
250	Shako Wraps-Band		
250	Plumes - Band		
250	Pendant/Drape-Band		
9	Coats - Drum Major		
9	Bib Trousers - Drum Major		
9	Gauntlets - Drum Major		
9	Shakos - Drum Major		
9	Shako Cartons- Drum Major		
9	Shako Wraps- Drum Major		
9	Plumes - Drum Major		
9	Pendant/Drape - Drum Major		
280	Garment Bags		
280	Otterwear Raincoats		
40	Female Guard Tunics		
40	Female Guard Pants		
10	Male Guard Top		
10	Male Guard Pant		
1	Uniform Management System		
		<b>TOTAL BID</b>	

**Bid Cost**

Terms: If awarded the contract, the undersigned agrees to ship a sample uniform within \_\_\_\_\_ days, and to ship the entire order within \_\_\_\_\_ calendar days after approval of the sample and receipt of necessary details and all measurements.

---

Signature:

Date

---

Print Name / Title

---

Firm Name

---

Firm Address

---

City / State / Zip Code

**DEVIATION FORM**

In the event that the undersigned Bidder intends to deviate from the specifications by utilizing any materials, items, treatments, finishes, inner construction, tailoring details, etc., contrary to those listed as standards in the **High School Band Uniform** specifications, the bidder is to fully document and list each deviation in complete detail including reasons for the deviation. General statements are not acceptable. Furthermore, these deviations are to be approved in writing.

If no deviations are submitted, the bidder assures the District of FULL compliance with the specifications and conditions, and assures the District that samples accompanying bid meet all construction specifications.

If deviations are found on said sample, and not listed, the bidder is to be disqualified.

THIS FORM MUST BE SIGNED EVEN BY THOSE NOT PLANNING DEVIATIONS

Company:

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Name:

---

Title:

---

Signature:

---

Date:

---

**STATEMENT OF ETHICS CERTIFICATION**

By submission of this Invitation to Bid, the vendor certifies that:

1. This Invitation to Bid has been independently arrived at without collusion with any other bidder or with any competitor.
2. This Invitation to Bid has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids, or bids for this project, to any other vendor, competitor or potential competitor.
3. No attempt has been made or will be made to induce any other person, partnership or corporation to submit or not to submit an Invitation to Bid.
4. Vendor has not been convicted of price-fixing nor pleaded "no contest" to such charges within the last five (5) years.
5. Vendor is not a subsidiary of a company that has been convicted of price-fixing nor pleaded "no contest" to such charges within the last five (5) years.
6. Bidder has not attempted to influence any member of the Board of Education or Administration on the award of this bid, except as otherwise included in the review process.

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Name of Firm

---

Signature

---

Title

---

Date

**SEXUAL HARASSMENT CERTIFICATION**

\_\_\_\_\_, having submitted a Invitation to Bid for **High School Band Uniforms** to Plainfield Community Consolidated School District No. 202, hereby certifies that said Vendor has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4).

By: \_\_\_\_\_  
Authorized Agent of Vendor

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**CERTIFICATION OF ELIGIBILITY TO ENTER INTO PUBLIC CONTRACTS**

**IMPORTANT: THIS CERTIFICATION MUST BE EXECUTED**

I, \_\_\_\_\_, being first duly sworn, certify and say that I am \_\_\_\_\_, ("sole owner"/"partner"/"president"/or other proper title) of

\_\_\_\_\_,  
the Prime Vendor submitting this bid and that the Prime Vendor is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3, or 33E-4 of the Illinois Criminal Code, or of any similar offense of "bid-rigging" or "bid-rotating" of any State or of the United States.

\_\_\_\_\_  
Signature of person making certification

**SUBSCRIBED AND SWORN TO**

before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**STUDENT SAFETY**

\_\_\_\_\_, having submitted a Invitation to Bid for **High School Band Uniforms** to Plainfield Community Consolidated School District No. 202, hereby certifies that employees or agents having passed Criminal background investigation including a full Illinois State Police and Federal Bureau of Investigation check, in the performance of this contract as defined in the Child Sex Offender Community Notification Law and the Child Murderer and Violent Offender Against Youth Community Notification Law.

By: \_\_\_\_\_  
Authorized Agent of Vendor

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



ALCOHOL AND DRUG FREE WORKPLACE CERTIFICATION

\_\_\_\_\_, having submitted a Invitation to Bid for **High School Band Uniforms** to Plainfield Community Consolidated School District No. 202, hereby certifies that employees or agents will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of this contract pursuant to the Illinois Drug Free Workplace Act and further certifies that Vendor is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug Free Workplace Act.

By: \_\_\_\_\_  
Authorized Agent of Vendor

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**EQUAL EMPLOYMENT CERTIFICATION**

\_\_\_\_\_, does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Right Act.

By: \_\_\_\_\_  
Authorized Agent of Contractor

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**SCHOOL DISTRICT REFERENCES**

Provide three (3) Illinois School District References that have purchased **High School Band Uniforms** from your firm within the past five years of similar size and volume.

School District Name	
Contact Person/Phone Number	
Date	
Number of Students	

School District Name	
Contact Person/Phone Number	
Date	
Number of Students	

School District Name	
Contact Person/Phone Number	
Date	
Number of Students	