

DU PAGE HIGH SCHOOL DISTRICT 88

2 Friendship Plaza ~ Addison, Illinois 60101 ~ DuPage County

Phone: (630) 530-3981 ~ Fax: (630) 832-0198

www.dupage88.net

October 22, 2012

This is to solicit your sealed bid to measure employees, furnish and deliver uniforms for the Buildings & Grounds Department. These supplies shall be delivered to Addison Trail High School, 213 North Lombard Road, Addison, Illinois 60101 and Willowbrook High School, 1250 South Ardmore Avenue, Villa Park, Illinois 60181.

One (1) copy of the "Bid Schedule" should be completed in detail, signed, sealed and returned in an envelope plainly marked: "**SEALED BID – UNIFORMS, BUILDINGS & GROUNDS DEPT.**" along with the two "Certification" sheets.

The Board of Education reserves the right to change quantities, reject any or all bids, waive minor informalities and make award in the best interest of this school district.

Bids are due on or before **MONDAY, NOVEMBER 5, 2012 at 1:30 P.M.**, at which time bids will be opened and publicly read at **Addison Trail High School, 213 North Lombard Road, Addison, IL 60101.**

If you have any questions regarding this bid, please contact me at (630) 530-3972.

Sincerely,

Robert Flemming

Robert Flemming

Director of Business Services

RF/mdb

BOARD OF EDUCATION

DuPAGE HIGH SCHOOL DISTRICT 88

DuPAGE COUNTY, ILLINOIS

Sealed proposals are invited for measuring of employees, (**NOTE: Measuring to be done on the premises- 3 shifts involved, two locations**), furnishing and delivering uniforms to the Buildings & Grounds Department of Addison Trail High School, 213 North Lombard Road, Addison, Illinois 60101 and Willowbrook High School, 1250 South Ardmore Avenue, Villa Park, Illinois 60181.

INSTRUCTIONS TO BIDDERS

Par. #1: Proposals will be received at Addison Trail High School at the place and date as follows:

Place: Board of Education
Attn: Director of Buildings & Grounds
DuPage High School District 88
Addison Trail High School
213 North Lombard Road
Addison, Illinois 60101

Date: **MONDAY, NOVEMBER 5, 2012 at 1:30 P.M.**

Par. #2: Prices quoted shall be guaranteed for a period of sixty (60) days after date of proposal. Prices shall be F.O.B. delivered to the appropriate school. All uniforms for each school shall be delivered in one shipment to each school no later than **MONDAY, FEBRUARY 18, 2013**. No payment will be made until order is complete.

Par. #3: Proposals shall be submitted on forms to be provided by the Owner and completed in full and enclosed in a sealed envelope plainly marked "**SEALED BID - UNIFORMS, BUILDINGS & GROUNDS DEPARTMENT**".

Par. #4: The Owner reserves the right to reject any or all bids, to change quantities, to waive minor informalities in any bid, and to make award in the best interest of the Owner.

Par. #5: Should a bidder find any discrepancies in, or omission from, any of the documents or be in doubt as to their meaning, he/she shall advise the Owner who will issue necessary clarifications to all prospective bidders by means of addenda.

Par. #6: All items shall carry the manufacturer's guarantee covering any defects of material or workmanship when used under normal conditions for a period of one year. **There shall be no extra charges for larger uniform sizes.** Provide complete descriptive literature for uniforms quoted.

Par. #7: **There shall be no extra charge for 100% cotton uniforms for one employee.**

Par. #8: Material swatches must accompany bids.

Par. #9: Name patches shall be sewn on shirts over the right pocket prior to delivery. Provide sample with bid.

Par. #10: Certifications

Bidders must certify that they are not barred from bidding on this project as a result of a conviction for either bid-rigging or bid rotating under Article 33E of the Criminal Code of 1961. A certification form is provided in these specifications which must be signed by a duly authorized agent of the bidding company, notarized, and returned with your bid. **FAILURE TO DO SO SHALL DISQUALIFY YOUR BID.**

Bidders must certify they shall provide a drug-free workplace for all employees engaged in the performance of work under this contract in accordance with section 3 of the *Illinois Drug-Free Workplace Act (Ill. Rev. Stat., Ch. 127, par. 132.313)*. A certification form is provided in this specification which must be signed by a duly authorized agent of the bidding company, notarized, and returned with your bid. **FAILURE TO DO SO SHALL DISQUALIFY YOUR BID.**

Par. #10: State Tax

The Owner is exempt from paying Illinois Use tax, Illinois Retailer's Occupation tax, Federal Excise taxes, and federal transportation tax.

**BOARD OF EDUCATION
DuPAGE HIGH SCHOOL DISTRICT 88
DuPAGE COUNTY, ILLINOIS**

PROJECT: To furnish and deliver uniforms to the Buildings and Grounds Department at Willowbrook and Addison Trail High Schools.

SCHEDULE OF PROPOSALS

Item #1 Trousers	65% Fortrel Polyester Perma-Press 7-1/2 oz. Twill 35% Combed Cotton Full cut, straight leg, no cuff Heavy duty zipper Color: Navy Blue Approx <u>10</u> pairs Color: Blue Approx <u>170</u> pairs Color: Brown Approx <u>65</u> pairs	\$ _____ /each
Item #2 Shirts	65% Polyester Leno weave 4-1/2 oz. 35% combed cotton Two pockets, button-through Lined collar and cuffs Durable press w/soil release finish Machine washable Color: Blue Approx <u>170</u> shirts (Mix of long or short sleeve is unknown) Color: Light Tan Approx <u>65</u> shirts (Mix of long or short sleeve is unknown)	
	Long Sleeve	\$ _____ /each
	Short Sleeve	\$ _____ /each
Item #3 Shirts	Executive Broadcloth Dress Shirt 65% Polyester/30% Combed Cotton 3 oz. Broadcloth One pocket Lined collar (with stays) and cuffs Durable press w/soil release finish Machine washable Color: White Approx <u>10</u> shirts (Mix of long or short sleeve is unknown)	
	Long Sleeve	\$ _____ /each
	Short Sleeve	\$ _____ /each

SCHEDULED OF PROPOSALS

(continued)

Item #4 Eisenhower
Jackets

Perma Lining: 100% nylon face, quilted w/polyurethane foam
Full sleeve lining
60% Celanese Fortrel Polyester/ 35% Combed Cotton
Durable press
Two pockets set into panel seam
Two position adjustable cuffs
Heavy duty brass zipper
With sewn-on name tag
Color: Navy Blue Approx 0 each
Color: Blue Approx 4 each
Color: Brown Approx 2 each \$ _____/each

Item #5: Shirts

"T" shirt with breast pocket
100% Cotton
No Name Tag
Color: Blue Approx 136 shirts
Color: Tan Approx 188 shirts \$ _____/each
 4XL, 5XL \$ _____/each

Item #6: Outerwear Coat

Chore Coat
12-ounce 100% Cotton Duck
Blanket lined with blended acrylic & polyester
Corduroy collar with under-collar snaps to accommodate optional hood
Pockets: 1 inside, 2 chest, 2 large lower front
Main seams triple-stitched and riveted
Split-back with bi-swing design
Color: Brown Approx 5 coats _____

Item # 7 Bib Coverall

Coverall
12-ounce 100% Cotton Duck
Zip-to-waist
Lined with mid-weight nylon-quilted polyester
Zip-to-hip leg openings with wind flaps and snap closures
Double knees with cleanout bottoms to accommodate knee pads.
Main seams triple-stitched
Color: Brown Approx 5 coveralls _____

SCHEDULED OF PROPOSALS

(continued)

Item #8: Name Patch

Sewn on
Cloth
White background
Stitched border (white thread)

Emblems:

Meistergram Machine
Lettering in Script
Size: 2-1/2" x 4-1/2"
Formatted as follows:
Navy Lettering – 3 lines – SAMPLE:

J. Janos Foreman Dist. 88

Approx 10 each \$ _____/each

Sewn on
Cloth
White background
Stitched border (white thread)

Meistergram Machine
Lettering in Script
Size: 2-1/2" x 4-1/2"
Formatted as follows:
Brown Lettering – 2 lines – SAMPLE:

J. Janos Dist. 88

Approx 65 each \$ _____/each

Blue Lettering – 2 lines – SAMPLE:

J. Janos Dist. 88

Approx 170 each \$ _____/each

SCHEDULED OF PROPOSALS

(continued)

Sealed bids are due on or before **MONDAY, NOVEMBER 5, 2012 at 1:30 P.M.** at which time the bids will be opened and read at **Addison Trail High School, 213 North Lombard Road, Addison, IL 60101.**

Date: _____

Company: _____

Address: _____

E-Mail: _____

Telephone: _____ FAX: _____

By: _____
(SIGNATURE)

(PLEASE TYPE OR PRINT NAME)

(TITLE)

**BOARD OF EDUCATION
DU PAGE HIGH SCHOOL DISTRICT 88
DU PAGE COUNTY, ILLINOIS**

CERTIFICATION I

(Bid Proposal)

As a duly authorized agent of the company and having executed a contract with DuPage High School District 88, I do hereby certify that we are not barred from bidding on this contract/project as a result of a conviction of either section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes for bid-rigging or bid rotating.

Company Name: _____

Address: _____

By: _____
(Print or Type) (Title)

Signature: _____

Phone: _____

Date: _____

Subscribed and sworn to before me this _____ day of _____, 20__.

Notary Public

SEAL

**NOTE: This form must be returned with your proposal.
Failure to do so shall disqualify your bid.**

**BOARD OF EDUCATION
DU PAGE HIGH SCHOOL DISTRICT 88
DU PAGE COUNTY, ILLINOIS**

CERTIFICATION II

[Contractors With 25 or More Employees]

CERTIFICATE OF COMPLIANCE WITH
ILLINOIS DRUG-FREE WORKPLACE ACT

This certifies that we have less than 25 employees.

This certifies that we have 25 or more employees and does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (Ill. Rev. Stat., ch. 127, par. 132.313) that [he, she, it] shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that [he, she, it] is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

_____ [Contractor]

By _____
Authorized Agent of Contractor

Title: _____

Date: _____

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

SEAL

**NOTE: This form must be returned with your proposal.
Failure to do so shall disqualify your proposal**