**MAINE TOWNSHIP DISTRICT 207 REQUEST FOR BID**

**Maine West Marching Band Uniforms**

Bids are due August 18, 2025 at 1:00 P.M. at 1177 S. Dee Road, Park Ridge, IL Attention: Patty Alvarez.

Questions shall be submitted via email to: palvarez@maine207.org

**BACKGROUND**

Maine Township High School District 207 serves over 6,200 students across three high schools. Maine East, Maine South, Maine West, and Frost Academy. The District serves students from all or part of Des Plaines, Park Ridge, Glenview, Harwood Heights, Morton Grove, Niles, Norridge, the Norwood Park Neighborhood, and Rosemont.

**SCOPE OF SERVICES**

This bid is for the manufacture and delivery of marching band uniforms per the attached specifications. Bids must include the cost for all items outlined on the bid form (see below), including:

* Full uniform garments
* Storage accessories
* Color guard tunics
* Banner and stands
* Uniform Management System

A sample uniform and all certification forms must accompany the bid.

**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. **SHIPPING**
   * Uniforms are to be shipped on wishbone style hangers. Hangers are to be hard plastic, not wood. Wooden hangers tend 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.
3. **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.
4. **INSPECTION**
   * All garments are to be carefully inspected before final packing and shipment. 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.
5. **VERIFICATION OF FABRIC PROCESSION**
   * Any dacron/wool blend fabric from any vendor must be professional cold water and alcohol sponged, decated, and inspected. Bidders 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.

1. **SUSTAINABLE VERIFICATION CERTIFICATE**
   * Any 14 oz Polyester fabrics must be certified by UTrust Verification Program and must be made from ECO-FRIENDLY textile products, developed from sustainable fibers.

A UTrust Verification Certificate must be attached to this bid or RFP Solicitation. This certificate must be signed by an individual or officer for UTrust.

**COAT SPECIFICATIONS**

**1. PATTERNS**

a. Patterns are to be marked, graded, and cut using a computerized system to insure 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. Innerline coat front with a layer of stable twill.

**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. 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 Breathe Free 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.

**5. PERSPIRATION SHIELD (see illustration #1)**

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.

**6. 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 ridged/grooved polyester snaptape 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.

7. SHOULDER LOOPS

a. Shoulder loops are to be die-cut to insure 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.

8. 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 inner lining, 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 machines, then it is applied in cloverleafs, 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.

9. HARD COLLAR (see illustration #2)

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 front 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.

10. COLLAR LINER (see illustration #3)

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.

11. 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.

12. 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 that 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.

13. 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.

14. 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.

15. 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.

16. FUSING

a. Certain trim designs call for added reinforcement. This is to be done with Pellon 8557 engineered dot fusible. It is guaranteed against delamination and dry cleaning. It is to "tear away" from areas not covered with braid or other trim.

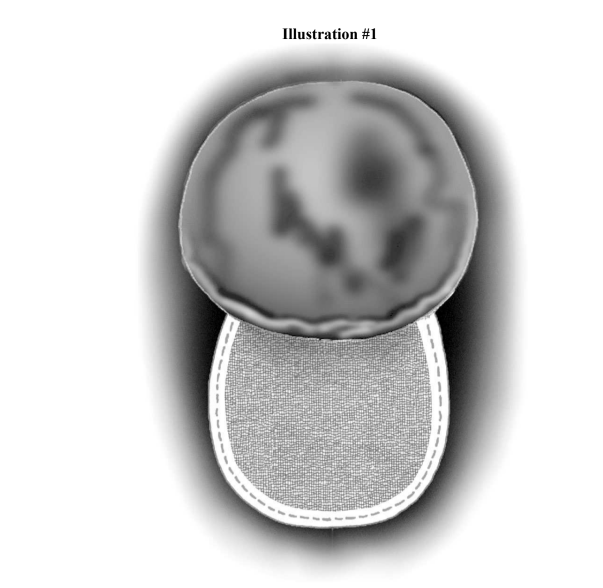
b. Use of Pellon SF134 as reinforcement for trim is unacceptable.

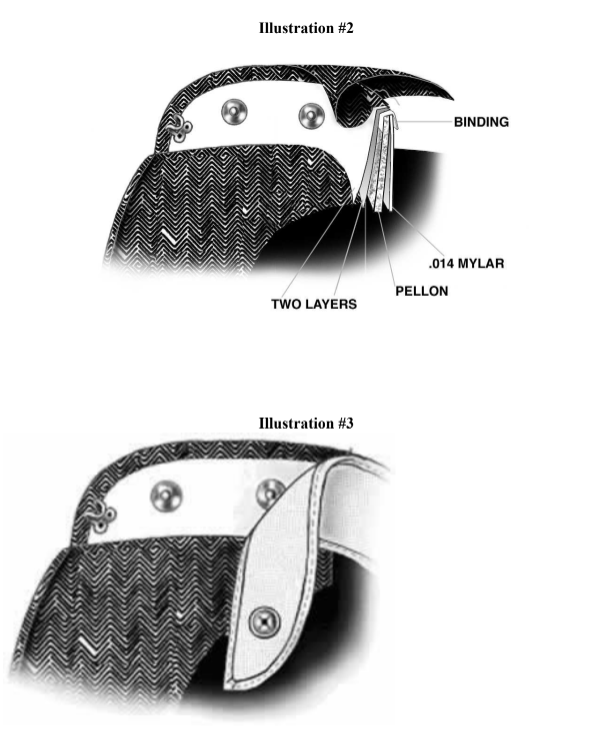
c. The entire coat front outer fabric is to be reinforced, in addition to the "traditional" sewn innerlining, whenever looped braid designs are specified.

d. When sleeve cuff trim is utilized, the lower sleeve is to be reinforced from the cuff bottoms, up as needed.

17. WASHABLE OPTION

a. 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.

b. They are to utilize both MALE and FEMALE patterns.

c. 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**

a. 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 (see illustration # 4)**

a. There is to be a "four-way" crotch reinforcement consisting of 50/50% polyestercotton 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 backtacked on each end with a 3/8 – 1/2” tack. Sideseams will be “clean finished”.

**7. SERGING**

a. All edges of seams and outlets are to be serged in a professional, high

quality manner, eliminating the possibility of raveling.

**8. THREADS**

a. 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.

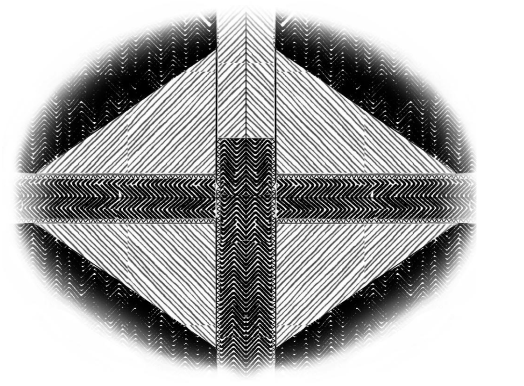
**9. POCKETS**

a. FOB watch pockets, when specified, are to be the same precreased 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.

**Illustration #4**



**Plume**

\* Feathers are by products of foreign and domestic production, vat dyed utilizing the latest technology in water and mineral based non-toxic dye products, wired mounted on a plume wire

\* Silver or gold cup with shako wire mount

\* Plastic plumes, high quality foil and Mylar composite, machine cut, water proof and wrinkle resistant.

**UNIFORM MANAGEMENT SYSTEM REQUIREMENTS**

A cloud-based system must be provided with:

* Auto-assign feature for fitting based on student data
* Inventory tracking
* Student and guardian contact database
* Customizable reports and garment bag label generation
* Multiple user access with backup and restore
* Secure platform with web application firewall
* Free technical support

**EVALUATION CRITERIA**

This is a **sealed bid** and will be evaluated based on:

* Compliance with specifications
* Competitive pricing

**REQUIRED SUBMISSIONS**

The bidder must submit:

* Sample uniform (size 38R) that represents construction quality
* Fully completed bid form
* Deviation from Specifications (if applicable)
* Signed certifications
* Warranty statement
* References (at least 3 from districts using your band uniforms for 3+ years)
* Verification of UTrust and fabric stabilization
* Uniform Management System documentation
* Delivery schedule

**Bid Form**

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Item Description** | **Unit Price** | **Total Price** |
| 170 | Band Coat |  |  |
| 170 | Hip Drape |  |  |
| 170 | Bib Trousers |  |  |
| 170 | Shako |  |  |
| 170 | Shako Wrap |  |  |
| 170 | Gauntlet |  |  |
| 170 | Shako Storage Box |  |  |
| 170 | Plume |  |  |
| 170 | Plume Tubes |  |  |
| 6 | Drum Major Coat |  |  |
| 6 | Drum Major Drape |  |  |
| 6 | Drum Major Shako Wrap |  |  |
| 6 | Drum Major Gauntlet |  |  |
| 176 | Hangers |  |  |
| 176 | Garment Bags (with unlimited color MW vinyl logo) |  |  |
| 1 | 10’ Custom Banner |  |  |
| 1 | 10’ Supreme Banner Frame |  |  |
| 1 | Banner Stand |  |  |
| 25 | Color Guard Tunics (with attached skirt) |  |  |
| 3 | Deluxe Plume Bags |  |  |
| 2 | Plume Carts |  |  |
| 1 | Uniform Management System (UMS) |  |  |
|  | Total Bid |  |  |

**DELIVERY TIMELINE**

Bidders must indicate their production and delivery timeline in calendar days, assuming final samples and measurements are provided by Final delivery is expected no later than .

**Deviations from Specification**

(Please describe Deviation)

**COAT SPECIFICATIONS**

* + - 1. Patterns
      2. Innerlining
      3. Shoulder Pads
      4. Lining
      5. Perspiration Shield
      6. Sleeves
      7. Shoulder Loops
      8. Trim
      9. Hard Collar
      10. Collar Liner
      11. Soft Collar
      12. Seams
      13. Thread
      14. Buttons/Button Holes
      15. Zippers
      16. Fusing
      17. Washable Option

**BIDDER TROUSER SPECIFICATIONS**

Patterns

2. Shoulder Straps

3. Innerfacing

1. Front Closure
2. Crotch
3. Legs
4. Serging
5. Threads
6. Pockets

**GENERAL TERMS & CONDITIONS**

1. GENERAL

· Bids shall be submitted in an envelope properly marked “Maine West Band Uniform Bid.” Bids must be received in the Administrative Office on or before the time scheduled for the opening.

· Any explanation or statement that bidders wish to make must be placed in an envelope with their bid but shall be written separately from the bid and attached thereto. Unless a bidder so indicates, it is understood that the bidder has responded in strict accordance with this Bid.

· Any interpretation of the proposed documents will be made only by an addendum issued by the School District. A copy of an addendum will be emailed to each person who received the Bid documents.

· Vendors shall acknowledge receipt of each addendum issued in the space provided on the bid form. All correspondence shall be directed to Patty Alvarez.

2. ERRORS AND OMISSIONS

· All bids shall be fully completed when submitted. The submission of a bid shall be construed as an acceptance of all provisions contained herein. All bids shall be deemed final, conclusive, and irrevocable. No claim for relief because of errors or omissions in the bid will be considered. Vendors will be held strictly to the bids as submitted.

· The vendor acknowledges that any variation from the specifications will be grounds for the Board of Education to reject the bid, although the Board of Education may accept the bid with the verification if, in its sole discretion, it determines that such vendor’s bid is in the School District’s best interest.

· Should a vendor find any discrepancies in, or omission from, any of the documents, or be in doubt as to its meanings, they shall advise the Director of Fiscal Services who will issue the necessary clarifications to all prospective vendors by means of addenda.

· After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items or services requested will be entertained by either party.

3. FIRM BID  
All prices, terms, and conditions will be considered to be firm for a period of ninety (90) days from the date of the bid due date.

4. WITHDRAWAL OF BIDS  
 Bids may be withdrawn by letter or in person prior to the time and date established for the opening of Bids.

5. INVESTIGATION OF VENDORS

· District 207 will make such an investigation as is necessary to determine the ability of the vendor to fulfill bid requirements. If requested, the vendor shall be prepared to show completed types of service similar to those included in this bid.

· The Board of Education reserves the right to reject any bid if it is determined that the vendor is not properly qualified to carry out the obligations of the contract.

6. RESERVATION OF RIGHTS BY THE DISTRICT

· The Board of Education reserves the right to reject any and all bids or portions of bids, waive informalities or irregularities in any bid, and award the contract in the best interest of the School District, considering conformity with specifications, terms of delivery, quality, and serviceability. The contract will be awarded, if at all, to the lowest responsible vendor meeting specifications as determined by the Board of Education. While the financial responsibility of the vendor is a significant concern, the Board of Education is equally concerned with the proven ability of the vendor to satisfactorily perform the contract so that the service will be provided in accordance with the proposed contract documents.

7. AWARD AND CONTRACT  
All bids will be awarded upon approval by the Board of Education. The successful vendor will be issued a purchase order incorporating the terms and conditions of this bid document.

**Timeline:**

Distribution of Bid: August 1, 2025

Bid Opening August 18, 2025

Evaluation of Bids August 18-22, 2025

Tentative Award by Board of Education September 2, 2025

8. SIGNATURE CONSTITUTES ACCEPTANCE  
The signing of these forms will indicate the vendor’s compliance with all bid specifications and included terms and conditions.

9. DISTRICT EMPLOYEES  
Each vendor shall affirm that no Board of Education member, officer or employee of District 207 or their immediate family members, is interested financially in the proposed contract.

10. INSURANCE  
In cases of ongoing deliveries, the successful vendor shall carry insurance in company or companies acceptable to the District. Should additional limits be required for a specific project/purchase, it will be noted in the attached specifications.  
The vendor shall provide such insurance naming District 207 as “Additional Named Insured” and shall state that all insurance listed below is primary and noncontributory. All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.  
 Within ten (10) days after the bid award, Certificate(s) of Insurance, the additional insured endorsement, and the waiver of subrogation endorsements shall be submitted to the Assistant Superintendent for Business. The vendor shall provide and maintain insurance in the minimal amounts as outlined below with companies acceptable to the District:

* Worker’s Compensation Insurance:

Coverage A - Illinois Statutory Limits

A waiver of subrogation in favor of District 207 shall be included.

* Automobile Liability Insurance:  
  $1,000,000 combined single limit per occurrence for bodily injury and property damage and include coverage for all owned, non-owned, and hired automobiles and garage keepers.
* Commercial General Liability Insurance shall provide the following limits:

Bodily Injury & Property Damage

$1,000,000 per occurrence

$2,000,000 general aggregate

* Professional Liability Insurance $2,000,000 per claim

$3,000,000 aggregate

* The Vendor shall also purchase and maintain such insurance as will protect the School District from and against claims, damages, loss, and expenses, including attorney’s fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury to or destruction of tangible property, including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Vendor or anyone directly or indirectly employed by them or anyone for whose acts they may deem liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to his paragraph.  
    
  11. HOLD HARMLESS AND INDEMNIFICATION  
  The vendor shall assume all liability for, and shall protect, defend, indemnify, and hold harmless the Board of Education and its members individually, their officers, employees, servants, and agents from and against all claims, actions, suits, judgments, costs, losses, expenses, and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of
* Any infringement (actual or claimed) of any patents, copyrights, or trade names by reason of any work performed or to be performed by the vendor under this contract or by reason of anything to be supplied by the vendor pursuant to this contract.
* Bodily injury, including death, to any person or persons (including vendor's officers, employees, agents, and servants) or damage to or destruction of any property, including the loss of use thereof:
* Caused in whole or in part by any act, error, or omission by the vendor or any sub vendor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.
* arising directly or indirectly out of the presence of any person in or about any part of the project size or the streets, sidewalks, and property adjacent thereto.
* arising directly or indirectly out of the use, misuse, or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

12. GOVERNING LAW  
The contract shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects, the terms hereof shall remain in full force and effect.

13. VENDOR’S AGREEMENT  
The vendor hereby declares understanding, agreement, and certification of compliance to provide the products to the School District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original bid specifications, and any issued addenda. The vendor further agrees that the language of this document shall govern in the event of a conflict with (1) his/her bid or (2) any subsequent purchase order between the vendor and the School District. The vendor further agrees that upon receipt of an authorized purchase order or when an authorized official of the School District countersigns this document, a binding contract shall exist between the vendor and the School District. This document combined with amendments, the vendor bid, its required submittals, and the purchase order, if any, shall comprise the binding contract.

**CERTIFICATIONS**

**MAINE TOWNSHIP HIGH SCHOOL DISTRICT 207**

1. CERTIFICATION - The undersigned vendor hereby certifies that he/she is not barred from bidding on this contract as a result of a violation of either the bid-rigging or bid-rotation provision of Article 33E of the Criminal Code of 1961 as amended. Additionally, the undersigned bidder certifies that they, either individually or corporately, are not under investigation or currently under suspension by IDOT, IDOL or any other State or Federal agencies. The bidder also certifies that he/she has read, understands and agrees that acceptance by District 207 of the bidder’s offer by issuance of a purchase order and/or contract will create a binding contract. District 214 may declare the contract void if the certification is false.

2. NON-COLLUSION AFFIDAVIT - The undersigned bidder or agent states that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding. Bidder further states that no person, firm or corporation has, or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

3. FAIR EMPLOYEE PRACTICES - It shall be mandatory that the vendor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or ancestry; and further that he will comply with all provisions of the Illinois Fair Employment Practices Commission as required by the Rules and Regulations for Public Contract.

4. SEXUAL HARASSMENT CLAUSE - Each vendor must certify that he has complied with the requirements of section 2-105 of the Illinois Human Rights Act (Public Act 87-1257) effective July 1, 1993, with respect to sexual harassment policies. The terms of that law, as applicable, are hereby incorporated into this contract. District 207 is in full compliance with this law.

5. DRUG-FREE WORKPLACE - Each vendor must certify compliance with the Drug-Free Workplace Requirement, which stipulates the prohibition of the unlawful manufacture and distribution, dispensing, possession, or use of a controlled substance while on District 207’s premises or while performing work for the district.

6. COMPLIANCE - The vendor is directed that all applicable state laws, municipal ordinances, district policies, and the rules and regulations of all authorities having jurisdiction over any aspect of the herein described project shall apply to the contract throughout, and will be deemed to be included in the contract the same as though herein written in full.

7. CRIMINAL BACKGROUND CHECK CLAUSE - The vendor understands and acknowledges that its work, in whole or in part, will be performed on public school property where there may be direct, daily contact with school students. The vendor further understands and acknowledges that the State of Illinois requires that all employees of vendors, licensees, vendors or others having direct, daily contact with students are subject to a criminal background check and may not be listed on the State Sex Offender Registry. Prior to allowing any of its employees who will be performing the scope of work access to school property, the vendor agrees to provide the District with the following in writing:

1. Evidence that each employee, agent, vendor, or other person performing work on school property under this agreement was subjected to a criminal background check in conformity with 105 ILCS 5/10-21.9; that said persons are not listed on said Registry; and said persons have no criminal convictions for the offenses listed under 105 ILCS 5/10-21.9;

2. The vendor will provide the District, upon request, a copy of the criminal background check conducted on each such person.

In the event the vendor plans to subcontract with or use the services of another person or firm that may have direct, daily contact with students on school property, in order to fulfill its obligations under its agreement with the District, then in that event the vendor will require all such persons or firms to comply with the provisions of this paragraph and 105 ILCS 5/10-21.9. In the event the vendor fails to comply with the provisions of this paragraph and 105 ILCS 5/10-21.9, and as a result a suit or claim is instituted by a student for harm caused by an employee of the vendor, or caused by an employee of a sub vendor to the vendor, then in that event the vendor agrees to fully defend and indemnify the District, including reimbursement of the attorney’s fees and costs, against any such claims.

11. FAITH’S LAW - As a vendor of Maine Township High School District 207, you must ensure that the following criteria are met for each individual who is assigned to work in District 207

1.The individual must complete the Illinois State Board of Education Sexual Misconduct Disclosure Template for Applicant (available at:<https://www.isbe.net/D>ocume[nts/Temp1-ISBE-Sexual- Misconduct-Disclosure-Form-](http://www.isbe.net/Documents/Temp1-ISBE-Sexual-Misconduct-Disclosure-Form-) Applicant.pdf);

2. You and the individual both must complete the Authorization for Release of Sexual Misconduct-Related Information and Current/Former Employer Response Template, and you must forward the form to the individual’s current and former employer(s) (available at): [https://www.isbe.net/Documents/Temp2-A](http://www.isbe.net/Documents/Temp2-Auth-Release-Sexual-Misconduct-)uth-Re[lease-Sexual-Misconduct-](http://www.isbe.net/Documents/Temp2-Auth-Release-Sexual-Misconduct-) Related-Info.pdf). This form must be completed multiple times if the individual has multiple current and/or former employers.

3. You must ensure that you have no knowledge or information pertaining to the Individual that would disqualify the individual from working with the School District;

4. You must initiate a review of the employment history of the individual by contacting those employers listed by the individual in the Illinois State Board of Education Sexual Misconduct Disclosure Template; and

5. You must not assign an individual to perform work for District 207 if the individual fails or refuses to provide the information listed on the Illinois State Board of Education Sexual Misconduct Disclosure Template.

6. Prior to assigning an individual to perform work for District 207, you must inform District 207 of any instance known to you in which the individual (a) has been the subject of a sexual misconduct allegation unless a subsequent investigation resulted in a finding that the allegation was false, unfounded, or unsubstantiated; or (b) has ever been discharged, been asked to resign from, resigned from, or otherwise been separated from any employment, been removed from a substitute list, been disciplined by an employer, or had an employment contract not renewed due to an adjudication or finding of sexual misconduct or while an allegation of sexual misconduct was pending or under investigation, unless the investigation resulted in a finding that the allegation was false, unfounded, or unsubstantiated; or (c) has ever had a license or certificate suspended, surrendered, or revoked due to an adjudication or finding of sexual misconduct or while an allegation of sexual misconduct was pending or under investigation, unless the investigation resulted in a finding that the allegation was false, unfounded, or unsubstantiated.

*By signing this document, I state and declare that the Bidder/vendor listed below and I are in compliance and will comply with all of the Certifications listed herein.*

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (Printed):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

**REFERENCES**

In order to determine the ability of the vendor to fulfill all requirements, vendors that have not done business with District 207 in the last 12 months must furnish reference information listing at least three customers (schools or school districts are preferred) where the vendor has provided similar products.

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| --- | --- | --- | --- |
| **Business Name** |  | | |
| **Address** |  | | |
| **Contact** |  | | |
| **Contact Phone** |  | **Contact Email** |  |
| **Business Name** |  | | |
| **Address** |  | | |
| **Contact** |  | | |
| **Contact Phone** |  | **Contact Email** |  |
| **Business Name** |  | | |
| **Address** |  | | |
| **Contact** |  | | |
| **Contact Phone** |  | **Contact Email** |  |