



INVITATION TO BID

The Arlington Heights Park District will receive sealed bids for: **Wearing Apparel Bid 2020** at the Park District office at 410 N. Arlington Heights Road, until **March 23, 2020 at 2:00 PM**. Bid documents and specifications are available for download at: <https://www.ahpd.org/capital-improvements/rfps-and-bids/>.

A public bid opening will be held at **March 23, 2020 at 2:00 PM** at the Park District office at 410 N. Arlington Heights Rd., Arlington Heights, Illinois 60004.

The bid may be awarded at the Board Meeting of the Park Board of Commissioners on **March 31, 2020**, at 7:00 p.m., in the Park District Administration Center, 410 N. Arlington Heights Rd., Arlington Heights, Illinois 60004.

The Board of Park Commissioners of the Arlington Heights Park District reserves the right to waive any irregularities and to accept or reject any proposal.

Bidders must note:

1. Bids must be submitted in sealed envelopes, and plainly marked "BID: **Wearing Apparel Bid 2020- Attn: Bid Dept.**", and have the bidder's company name indicated on the face of the envelope.
2. Bids shall be submitted only on the bid form provided. The bid form must be completed in full and all total prices must include all work as stated in the specifications.
3. All bids submitted will be considered firm for a period of 60 days from the bid opening date.
4. All bidders are required to demonstrate to the satisfaction of the Park District, that they are capable and able to complete the work as required in the specifications. Each bidder shall submit with his bid, proof that he satisfactorily performed work of a similar nature to that specified within the preceding two years, together with the locations and the names of the responsible individuals in charge of such projects.



INSTRUCTIONS TO BIDDERS

1. The following information is enclosed in your Bid Packet.
 - Instructions to Bidders
 - Invitation to Bid
 - Cover Letter
 - Bid Form
 - Agreement Form
 - Anti Collusion, Sexual Harassment, Illinois Drug Free Affidavits
 - Specifications
 - Detail Specifications (if any)
 - Addenda (if any)
 - Conditions of the bid

2. Please read through the material carefully. All figures must be presented on the Bid Form in order to be considered. Information from any other source will be considered supplemental and not as a part of the bid itself.

3. The following items are to be returned as your completed bid:
 - Bid Form - containing all totals
 - Agreement - with the bidder's name completed on line two
 - Signed Anti-Collusion Affidavit, Sexual Harassment, Illinois Drug Free Affidavits
 - Specifications
 - Detailed Specifications (if any)
 - Addenda (if any)
 - Conditions of the Bid

Date: 3/13/2020

Bid Documents For: WEARING APPAREL 2020

Project: The scope of work involves furnishing all of the required labor, materials, equipment, or parts and supplies in accordance with the plans, specifications and drawings dated **3/13/2020** and any authorized change orders there to which have been signed by both parties hereto, and which are hereby incorporated herein by reference.

Location: Administration Center

Owner: Arlington Heights Park District
410 N. Arlington Heights Road
Arlington Heights, IL 60004
(847) 577-3000

Contact Person: Steve Neill, Supt. Of Recreation 847-506-7870 or sneill@ahpd.org

Bid Opening: All bids are due no later than **2 pm** on **March 23, 2020** at 410 N. Arlington Heights Rd., Arlington Heights, IL 60004. Bids shall be submitted in sealed envelopes, plainly marked "Bid- **WEARING APPAREL 2020 Attn: Bid Dept**".

**SPECIFICATIONS FOR
WEARING APPAREL 2020**

ARLINGTON HEIGHTS PARK DISTRICT

ARLINGTON HEIGHTS, ILLINOIS

I General Description: Provide hats, t-shirts, jackets, sweat shirts as outlined in attached specifications.

1. Prices must be valid on all reorders through December 21, 2020 with no additional screen or set-up charges.
2. Park District will provide all logos. Successful bidder to provide screens.
3. All logos, unless indicated in the description, will be one color. Price to include delivery of all items.
4. Winning vendor must meet in-person with Steve Neill in Arlington Heights, Illinois to review shirts, screens, etc. All travel to be at vendor cost.

Majority of items will be delivered between May 11 and June 5, 2020- specific delivery schedule will be provided to successful bidder.

Sizes throughout the bid document will be as follows:

**Youth 6-8
Youth 10-12
Youth 14-16
34-36/Small
38-40/Medium
42-44/Large
46-48/X-Large
50-52/XX Large**

Any alterations or modifications of the work herein specified shall be made only by written agreement between the Bidder and the Park District, and shall be made prior to commencement of any such alterations or modifications. No claims for any extra work or materials will be allowed unless covered by written agreement.

All bids submitted will be considered firm for a period of 60 days from the bid opening date.

T-Shirts: Jerseys 50% cotton, 50% polyester blend or approved equal.

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
1 LR	Screen on front of shirt to be 2"x 3" Park District Aquatics logo over heart. Screen on back to be: "LIFEGUARD" in all capitals. Please use Impact font	White shirt with three color logo over heart, green lettering on the back	75 100 100 100 25	34-36 38-40 42-44 46-48 50-52			022540-532400
2 KK	Full front screen with Youth Sailing Camp logo. AHPD logo on left sleeve.	Dark Blue shirt with white letters	20 45 55 10	14-16 34-36 38-40 42-44			027777-503095
3 KK	Full front screen with Adventure Camp logo. AHPD logo on left sleeve.	Light Brown shirt with Olive letters	25 20 20 3 2	14-16 34-36 38-40 40-42 42-44			027777-503097
4 KK	Full front screen with Sailing 101 logo. AHPD logo on left sleeve.	Red shirt with white lettering.	5 5 5	6-8 10-12 14-16			027777-503095
5 KK	Lake Staff logo, full front. Park District logo on left sleeve	Carolina Blue shirt with white letters	10 10 5 5	34-36 38-40 40-42 42-44			027725-532400
6 ES	Screen on front of shirt to be placed center chest. Volunteer Triathlon logo provided by Park District. Screen on back to be event sponsors.	Safety green shirt with black screen print. Screen design to be provided.	10 10 10	38/40 42/44 46/48			022540-503200
7 ES	Screen on front to be Park District Aquatics Logo over the heart with INTERPARK underneath in News Gothic MT font. Screen on back to read CITY MEET VOLUNTEER in News Gothic MT font, between the shoulder blades, with the Interpark graphic beneath the words.	White shirt with black lettering and graphics.	15 15 15 15 10	34/36 38/40 42/44 46/48 50/52			021540-503180 021740-503180 021940-503180 022140-503180 022340-503180
8 KW	Screen on front of shirt to be Park District logo over heart. On back, CAMP STAFF in 3" letters.	CarolinaBlue with white logo & lettering.	20 40 40 20 10	34-36 38-40 42-44 46-48 50-52			02-09-55-507925
9 LM	Screen on front of shirt to be Park District logo over heart. On back, CAMP STAFF in 3" letters.	Neon Orange with white logo & lettering.	20 45 20 10	34-36 38-40 42-44 46-48			020955-507640

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
10 KW	Screen on front of shirt to be 5 1/2" x 9" Day Camp logo.	Jade Green shirt with Black lettering.	300 100 75 5	10 12 14-16 34-36 38-40			02-09.55-507925
11 ES	Screen on front of shirt to be artwork logo centered across the front of the shirt. In a circular pattern around this logo, the top shall read "Interpark Swim Team" and the bottom shall read " Heritage Hurricanes ". Park District logo shall be at the back nape of the neck.	Purple shirt with White lettering.	10 15 10 10 10	6/8 10/12 14/16 38/40 42/44			021940-503180
12 es	Screen on front of shirt to be artwork logo centered across the front of the shirt. In a circular pattern around this logo, the top shall read "Interpark Swim Team" and the bottom shall read " Camelot Crocodiles ". Park District logo shall be at the back nape of the neck.	Kelly Green shirt with Yellow lettering.	10 15 5 5	6/8 10/12 14/16 38/40			021540-503180
13 ES	Screen on front of shirt to be artwork logo centered across the front of the shirt. In a circular pattern around this logo, the top shall read "Interpark Swim Team" and the bottom shall read " Pioneer Piranhas ". Park District logo shall be at the back nape of the neck.	Navy shirt with White lettering.	15 15 15 15	6/8 10/12 14/16 38/40 42/44			022140-503180
14 ES	Screen on front of shirt to be artwork logo centered across the front of the shirt. In a circular pattern around this logo, the top shall read "Interpark Swim Team" and the bottom shall read " Recreation Racers ". Park District logo shall be at back neck nape.	Orange shirt with White lettering.	10 10 10	6/8 10/12 14/16			022340-503180
15 ES	Screen on front of shirt to be artwork centered across the front of the shirt. In a circular pattern around this logo, the top shall read "Interpark Swim Team" and the bottom shall read " Recreation Stingrays ". Park District logo shall be at the back nape of the neck.	Yellow shirt with Black lettering.	20 30 30 30	6/8 10/12 14/16 38/40			022340-503180
16 ES	Screen on front of shirt to be artwork logo centered across the front of the shirt. In a circular pattern around this logo, the top shall read "Interpark Swim Team" and the bottom shall read " Frontier Flyers ". Park District logo shall be at the back nape of the neck.	Light Blue shirt with White lettering.	20 20 20 20 20 10	6/8 10/12 14/16 34/36 38/40 42/44			021740-503180
17 ES	Screen on front of shirt to be artwork logo centered across the front of the shirt. In a circular pattern around this logo, the top shall read "Interpark Swim Team" and the bottom shall read " ARC Sharks ". Park District logo shall be at the back nape of the neck.	Lime Green with black logo.	10 15 15 15 10 10 10	6/8 10/12 14/16 34/36 38/40 42/44 46/48			022540-5034180

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
18 ES	Screen on front shirt to be artwork logo centered across front of the shirt. Logo should read "AMST" and underneath in small letters Arlington Muskies Swim Team . AHPD logo to be on back nape of neck.	Royal Blue with Lime Green lettering	30 50 50 50 30 30 30 10	6/8 10/12 14/16 34/36 38/40 42/44 46/48 50/52			022540-5034175
19 ES	Screen on Front to be centered artwork Otters logo. AHPD logo on back nape of neck.	Heather grey shirt with light blue lettering	20 20 20 20 20 20 20 15	6/8 10/12 14/16 34/36 38/40 42/44 46/48			022540-5034176
20 ES	Youth Water Polo - Screen on front of shirt to be artwork (to be provided by park district) logo centered across the front of the shirt. Park District logo shall be at the back nape of the neck.	Neon orange shirt with light blue lettering.	10 10 10 20 20 10 10	6/8 10/12 14/16 34/36 38/40 42/44			022540-503185
21 LR	Screen on front of shirt to be 2 x 3 Navy and Green. Park District logo over heart. Screen on back "STAFF"	White shirt with Green lettering.	100 100 75 50 25	34-36 38-40 42-44 46-48 50-52			022540-532400
22 CB	Screen on front of shirt to be Junior High Volleyball . Park District logo on left sleeve.	Royal shirt with white lettering	34 12 5 2	34-36 38-40 42-44 46-48			020950-503483
23 CB	Screen on front of shirt to be Junior High volleyball logo. Park District logo on left sleeve.	Black shirt with white lettering.	24 0 2 4	34-36 38-40 42-44 46-48			020950-503483
24 CB	Screen on front of shirt to be Junior High volleyball logo. Park District logo on left sleeve.	Red shirt with white lettering.	23 11 0 0	34-36 38-40 42-44 46-48			020950-503483
25 CB	Screen on front of shirt to be Junior High volleyball logo. Park District logo on left sleeve.	Yellow shirt with black lettering.	27 7 2 1	34-36 38-40 42-44 46-48			020950-503483

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
26 CB	Screen on front of shirt to be Junior High volleyball logo. Park District logo on left sleeve.	Light blue shirt with white lettering.	27 9 2 0	34-36 38-40 42-44 46-48			020950-503483
27 CB	Screen on front of shirt to be Junior High volleyball logo. Park District logo on left sleeve.	Hunter green shirt with white lettering.	25 0 3 0	34-36 38-40 42-44 46-48			020950-503483
28 CB	Screen on front of shirt to be Junior High volleyball logo. Park District logo on left sleeve.	Purple shirt with white lettering.	22 13 4 4	34-36 38-40 42-44 46-48			020950-503483
29 CB	Screen on front of shirt to be Junior High volleyball logo. Park District logo on left sleeve.	Orange shirt with white lettering.	26 11 2 4	34-36 38-40 42-44 46-48			020950-503483
30 CB	Screen on front of shirt to be Pre-Tee Ball logo. Park District logo on back-on nape of neck.	Lime shirt with navy lettering.	12	6-8			020950-503455
31 CB	Screen on front of shirt to be Pre-Tee Ball logo. Park District logo on back-on nape of neck.	Navy shirt with white lettering.	19	6-8			020950-503455
32 CB	Screen on front of shirt to be Pre-Tee Ball logo. Park District logo on back-on nape of neck.	Red shirt with white lettering.	22	6-8			020950-503455
33 CB	Screen on front of shirt to be Pre-Tee Ball logo. Park District logo on back-on nape of neck.	Purple shirt with yellow lettering.	9	6-8			020950-503455
34 CB	Screen on front of shirt to be Pre-Tee Ball logo. Park District logo on back-on nape of neck.	Yellow shirt with navy lettering.	20	6-8			020950-503455
35 CB	Screen on front of shirt to be Pre-Tee Ball logo. Park District logo on back-on nape of neck.	Burgundy shirt with white lettering.	18	6-8			020950-503455
36 CB	Screen on front of shirt to be Tee Ball logo. Park District logo on back-on nape of neck.	Red shirt with white lettering.	8 14	6-8 10-12			020950-503455
37 CB	Screen on front of shirt to be Tee Ball logo. Park District logo on back-on nape of neck.	Ash shirt with black lettering.	19 14	6-8 10-12			020950-503455
38 CB	Screen on front of shirt to be Tee Ball logo. Park District logo on back-on nape of neck.	Yellow shirt with navy lettering.	13 13	6-8 10-12			020950-503455
39 CB	Screen on front of shirt to be Tee Ball logo. Park District logo on back-on nape of neck.	Royal shirt with red lettering.	18 7	6-8 10-12			020950-503455
40 CB	Screen on front of shirt to be Tee Ball logo. Park District logo on back-on nape of neck.	Navy shirt with white lettering.	13 13	6-8 10-12			020950-503455
41 CB	Screen on front of shirt to be Tee Ball logo. Park District logo on back-on nape of neck.	Lime shirt with navy lettering.	14 10	6-8 10-12			020950-503455
42 CB	Screen on front of shirt to be Rookie Ball logo. Park District logo on back-on nape of neck.	Orange shirt with navy lettering.	11 7	10-12 14-16			020950-503455
43 CB	Screen on front of shirt to be Rookie Ball logo. Park District logo on back-on nape of neck.	Purple shirt with yellow lettering.	14 4	10-12 14-16			020950-503455
44 CB	Screen on front of shirt to be Rookie Ball logo. Park District logo on back-on nape of neck.	Red shirt with white lettering.	8 2	10-12 14-16			020950-503455

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
45 CB	Screen on front of shirt to be Rookie Ball logo. Park District logo on back-on nape of neck.	Ash shirt with black lettering.	12	10-12 14-16			020950-503455
46 CB	Screen on front of shirt to be Rookie Ball logo. Park District logo on back-on nape of neck.	Yellow shirt with navy lettering.	8	10-12 14-16			020950-503455
47 CB	Screen on front of shirt to be Rookie Ball logo. Park District logo on back-on nape of neck.	Royal shirt with red lettering.	11	10-12 14-16			020950-503455
48 KD			60	YS			
			50	YM			
			35	YL			
			10	YXL			
			25	AS			
			17	AM			
			10	AL			
			5	AXL			
49 KW	CAP logo in front of shirt- center.	Kivi Color with Navy lettering	100	YM			02-09.64-507997
			100	YL			
			10	AS			
50 DS	50/50 T shirt, screen on front to be Arlington Club Soda logo centered across the front of the shirt	white shirt, red screen	5	34-36			081108-533000
			5	38-40			
			10	42-44			
			5	46-48			
			4	50-52			
			4	54-56			
51 DS	Screen on front with Farmer's Market logo centered across front of shirt.	Lime Green with white logo	5	34-36			081108-532400
			10	38-40			
			10	42-44			
			5	46-48			
			4	50-52			
			4	54-56			
52 KW	Screen on front of shirt to be the Park District logo over heart.	Scuba Blue shirt with white lettering and logo.	40	34-36			02-09.64-507997
			70	38-40			
			60	42-44			
			40	46-48			
			10	50-52			
			3	3XL			
53 KW	Screen on front of shirt to be the Park District logo over heart.	Heather Navy shirt with white lettering and logo.	40	34-36			02-09.64-507997
			70	38-40			
			60	42-44			
			40	46-48			
			10	50-52			
			3	3XL			

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
T-Shirts: Port & Company 100% cotton							
54 CB	Screen on front of shirt to be Summer Volleyball Champions logo. Park District logo on left sleeve.	"Saturn" Tie Dye shirt with white logos.	10 20 25 5	34-36 38-40 42-44 46-48			020950-503483

T-Shirts: Jerzees 29MP, Heavyweight blend, 50% cotton, 50% polyester blend or approved equal, with Pocket.							
55 JR	Black logo screened over pocket	Oxford grey or ash grey	50 80 80 60 20	med lg xl xxl 3xl			010623-532400

Long Sleeve T-Shirts: Jerzees 50% cotton, 50% polyester blend or approved equal.							
56 LR	Screen on front of shirt to be 2"x 3" Park District Aquatics logo over heart. Screen on back to be: " LIFEGUARD " in all capitals. Please use Impact font	White shirt with three color logo over heart, green lettering on the back	50 75 50 50 75	34-36 38-40 42-44 46-48 50-52			022540-532400
57 KW	Long Sleeve JerZeEs 50/50 Screen printed Park District Logo over heart and CAP logo on back	Dark Heather with white logos	10 10 20 10 5	34-36 38-40 42-44 46-48 50-52			02-09.64-507997

Polo Shirts: Gildan - Performance® Women's Jersey Sport Shirt - 44800L							
58 LR	Ebroidered on front of shirt to be Park District Aquatics logo over heart in white	Marbled Royal	20 20 20 20 10	34-36 38-40 42-44 46-48 50-52			022540-532400

Polo Shirts: Gildan - Performance® Jersey Sport Shirt - 44800							
59 LR	Ebroidered on front of shirt to be Park District Aquatics logo over heart in white	Marbled Royal	20 20 20 20 5	34-36 38-40 42-44 46-48 50-52			022540-532400

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
Polo Shirts: Hanes Polo Shirts 50% cotton, 50% blend or approved equal. Specify brand of equal.							
Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
60	Screen on front of shirt to be "2 x 3" green and navy Park District logo over heart	Polo is ash grey. Navy and green logo and lettering.	50	34-36			
LR			75	38-40			022540-532400
			50	42-44			
			30	46-48			
			10	50-52			

Tank Shirts: 100% cotton tank top, non-ribbed, with full back and scoop neck. Vendor to provide sample.

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
61	Screen on front of shirt to be 2"x 3" Park District Aquatics logo over heart. Screen on back should read: "LIFEGUARD" in all capitals. Please use Impact font.	White shirt with three color logo over heart, green lettering on the back	75	34-36			
LR			75	38-40			022540-532400
			75	42-44			
			75	46-48			
			50	50-52			

***The reversible jerseys should be a reversible micro mesh jersey (100% polyester) with two sides. Arlington Heights Park District logo with INTERPARK SWIM TEAM COACH written above the logo on the front of both sides. Across the back shoulder area print COACH on both sides. Logo on front shall be 5"x 7" and the printing shall be fitted as best as possible to accommodate the logo. Same size printing on back of jersey.**

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
62	*See Above	Yellow shirt with White lettering.	2	32/34			
ES			5	36/38			022340-503180
			5	40/42			
			2	44/46			
63	*See Above	Blue shirt with White lettering.	2	32/34			
ES			2	36/38			021740-503180
			4	40/42			
			2	44/46			
64	*See Above	Navy shirt with White lettering.	2	32/34			
ES			2	36/38			022140-503180
			4	40/42			
			2	44/46			
65	*See Above	Green shirt with White lettering.	2	36/38			
ES			2	40/42			021540-503180
			2	44/46			
66	*See Above	Purple shirt with White lettering	2	36/38			
ES			2	40/42			021940-503180
			2	44/46			
67	*See Above	Lime Green with White Lettering	2	32/34			
ES			4	36/38			022540-503180
			4	40/42			
			4	44/46			

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
TECHNICAL, DRY FAST TYPE- short sleeve. Vendor to provide sample.							
Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
68 ES	Screen on front of shirt to be placed center chest. Youth Triathlon logo to be provided by Park District. Screen on back to be event sponsors.	Red Shirt with Royal Blue Lettering	20 30 40 25 20 10 10	6/8 10/12 14/16 32/36 36/38 40/42 44/46			022530-503200

Hats: Daystone or equal. One size fits all five panel foam front youth hat.

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
69 CB	Screen on front of hat to be Park District logo.	Navy hat with white logo	336	One size			020950-503455

Gildan - Heavy Blend Hooded Sweatshirt or approved equal

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
70 LR	Park District Aquatics logo over heart. Back to have GUARD in Impact font	Navy with White lettering	30 30 30 30	34-36 38-40 42-44 46-48			022540-532400

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
Gildan 50/50 Dryblend 5.6 oz t-shirt							
71 SD	Screen on front of shirt to be 3"x 3" white Aces House Coach shield logo over heart.	Kelly green w/white lettering	5 5 40 5 0	34-36 38-40 42-44 46-48 50-52			020950-503440
72 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Ash shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440
73 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Black shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440
74 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Burgundy shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440
75 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Royal shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440
76 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Gold shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440
77 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Red shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440
78 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Orange shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440
79 NW	Screen on front of shirt to be 6" x 6" Chicago Legends Softball League logo centered on chest. Park District logo on left sleeve.	Kelly shirt w/white logos	2 5 7 1	38-40 42-44 46-48 50-52			020950-503440

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
Reversible tank top, pro-cut fit, 2-ply, nylon/poly micro mesh							
Item #	Description of Item and Screen	Shirt Color		Sizes	Unit Cost	Total Cost	GL
80	Screen on front is 10" AHPD logo centered on chest. Screen on back is 6" number centered at same ht as front in Tahoma font. #s match sizes, #1-10 is sz 10-12, #11-20 is sz 14-16, #21-30 is sz 34-36. SHIPMENT: pack separately in bundles of 10 jerseys sorted by number: ie, bundles of 1-10, 11-20 , & 21-30	Reversible white tank with black lettering/black tank with white lettering	950	10-12 14-16 34-36 38-40			020950-503400
SD			0	42-44			

Port Authority Fashion Visor or approved equal

Item #	Description of Item and Screen	Item Color	Qty.	Sizes	Unit Cost	Total Cost	GL
81	Park District Aquatics logo to be screened in navy on the front center of visor.	Stone visor	200	one size			022540-532400
LR							

Port Authority Outback Hat

Item #	Description of Item and Screen	Item Color	Qty.	Sizes	Unit Cost	Total Cost	GL
82	Park District Aquatics logo to be screened in navy on the front center of hat.	Canvas hat	100	one size			022540-532400
LR							

Other Items

Item #	Description of Item and Screen	Item Color	Qty.	Sizes	Unit Cost	Total Cost	GL
83	Sweatpants. Hanes eco-smart sweatpants (P650) or approved alternative. AHPD Aquatics logo on left hip.	light steel pant, navy logo	20	34-36			022540-532400
LR			20	38-40			
			20	42-44			
			20	46-48			
84	Gildan Ultra Cotton t-shirt 2000. Screen on front of the shirt 2"x3" AHPD logo over heart with ATHLETIC STAFF centered under the logo in 3/16" Tahoma font	Light blue shirt navy logo and lettering	21	34-36			split 50/50
NW			40	38-40			020950-503483
			30	42-44			020950-503455
			9	46-48			
			5	50-52			
85	Gildan Ladies Ultra Cotton t-shirt 2000L. Screen on front of the shirt 2"x3" AHPD logo over heart with ATHLETIC STAFF centered under the logo in 3/16" Tahoma font	Light blue shirt navy logo and lettering	0	34-36			
NW			0	38-40			
			0	42-44			
			0	46-48			
86	Gildan Dry Blend Double Pique Sport Shirt 72800. Screen on front of the shirt 2"x3" AHPD logo over heart with ATHLETIC STAFF centered under the logo in 3/16" Tahoma font	Light blue shirt navy logo and lettering	2	34-36			020950-503480
CB			0	38-40			
			0	42-44			
			4	46-48			
			0	50-52			

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
87 DS	Port Authority long sleeved men's oxford embroidering on front of shirt over heart to be Museum logo.	Navy Blue, white lettering	5 0	42-44 34-36			81108-532400
88 DS	Port Authority long sleeved women's oxford embroidering on front of shirt over heart to be Museum logo.	Navy Blue, white lettering	0 5 0	34-36 42-44 38-40			81108-532400
89 LR	Augusta 2430 Women's Wayfayer Shorts	Navy	15 15 15 15 15	34-36 38-40 42-44 46-48 50-52			022540-532400
90 DS	50/50 T shirt, screen on front to be Arlington Heights Historical Museum signature mark centered across the front of the shirt	Medium grey shirt, royal blue screen	5 5 5 0	34-36 38-40 42-44 46-48			81108-532400
91 DS	Screen on front with Irish Fest AHPD logo over heart. screen on back in white should read STAFF. Tahoma font.	Kelly Green shirt with white logos	12 12 12	38-40 42-44 46-48			81108-532400
92 KW	Park District logo to be screened in white on the front center of hat	New Era Perforated Performance Cap. Color- Graphite White screening	12				020955-507925
93 NW	Sport-Tek Sport-Wick Varsity Fleece Full-Zip Hooded Jacket. 3.5"x1.5" AHPD Athletic Staff logo embroidered in white on front of shirt over heart.	Dark smoke grey/navy sweatshirt with white logo	0 7 6 5 1	34-36 38-40 42-44 46-48 50-52			split 50/50 021950-503430 020950-503400 split 50/50
94 NW	LADIES CUT Sport-Tek Sport-Wick Varsity Fleece Full-Zip Hooded Jacket. 3.5"x1.5" AHPD Athletic Staff logo embroidered in white on front of shirt over heart.	Dark smoke grey/navy sweatshirt with white logo	0 1 0 1 0	34-36 38-40 42-44 46-48 50-52			021950-503430 020950-503400
95 SD	Sport-Tek Stripe Pom Pom Beanie. Screen centered on front of hat band is "ACES" in 1" Airstrike font	True Navy/white hat with lime green lettering	900	one size			020950-503440

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
KW 96	Dyonomite Apparel Tie-dyed cyclone short sleeve t-shirt 200CY CAP logo on center chest	Columbia with Navy Screen print	5 5 5 5	34-36 38-40 42-44 46-48 50-52			02-09.64-507997
KW 97	Port Authority Ladies Sweater Fleece Jacket L232	Grey Heather with black embroidery CAP logo on left chest	0 4 4 2	34-36 38-40 42-44 46-48			02-09.64-507997
KW 98	Port Authority Men's Sweater Fleece Jacket F232	Grey Heather with black embroidery CAP logo on left chest	2 2 2 2	34-36 38-40 42-44 46-48			02-09.64-507997
KW 99	Port Authority Ladies Digi Stipe Fleece Jacket L231	Navy Jacket with White embroidery CAP logo on left chest	0 4 4 2	34-36 38-40 42-44 46-48			02-09.64-507997
KW 100	Port Authority Men's Digi Stripe Fleece Jacket F231	Navy Jacket with White embroidery CAP logo on left chest	2 2 2 2	34-36 38-40 42-44 46-48			02-09.64-507997
101 DS	50/50 T shirt, screen on front to be Arlington Heights Historical Museum signature mark centered across the front of the shirt	Medium grey shirt, royal blue screen	5 5 5 5	34-36 38-40 42-44 46-48			81108-533000
102 DS	Featherlite microfleece full-zip jacket. Museum logo on front of jacket over heart.	Nantucket Blue, with white logo	2 5 5	Small Medium Large			81108-532400
103 DS	Rabbitskins infant baby rib lap shoulder long sleeve body suit. 4411- Logo "Made in Arlington Heights" printed center on chest. Logo to be provided	White with blue lettering	4 4 4 4	NB 6 M 12M 18 M			81108-533000

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
104 DS	Rabbitskins infant baby rib lap shoulder short sleeve body suit. 4400- Logo "Made in Arlington Heights" printed center on chest. Logo to be provided.	White with blue lettering	4 4 4 4	NB 6 M 12 M 18 M			81108-533000
105 MH	Gildan 44800 Men's Performance Polo – Marbled Charcoal with white embroidery – ARC horizontal logo left chest	Marbled Charcoal w white embroidery	10 15 20 15 5	34-36 38-40 42-44 46-48 50-52			
106 MH	Gildan 44800L Women's Performance Polo – Marbled Charcoal with white embroidery – ARC horizontal logo left chest	Marbled Charcoal w white embroidery	15 25 15 10	34-36 38-40 42-44 46-48			
107 MH	Hanes 4820 Cool Dri Performance S/S Shirt – Graphite with orange stacked ARC logo center chest and STAFF on back	Graphite w orange stacked ARC logo center chest, STAFF on back	10 10 10 10 10	34-36 38-40 42-44 46-48 50-52			
108 MH	Sport Tek ST853 Full Zip Jacket Black/Charcoal with white stacked ARC logo left chest – embroidery	Black/Charcoal w white stacked ARC logo left chest, embroidery	5 10 10 10 5	34-36 38-40 42-44 46-48 50-52			
109 MH	Sport Tek LST853 Full Zip Jacket Black/Charcoal with white stacked ARC logo left chest – embroidery	Black/Charcoal w white stacked ARC logo left chest, embroidery	20 10 10 5	34-36 38-40 42-44 46-48			

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
Port Authority Polo (K110) Mens							
Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
110	Embroidered on front with Park District logo over heart	Deep Forest Green shirt with White logo.	2	M			02-09.64-507997
KW			2	L			
			2	XL			

Port Authority Polo (LK110) Womens

Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
Item #	Description of Item and Screen	Shirt Color	Qty.	Sizes	Unit Cost	Total Cost	GL
111	Embroidered on front with Park District logo over heart	River Blue Navy shirt with White logo.	5	38-40			02-09.64-507997
KW			5	42-40			
			3	46-48			

REFERENCES:

List three clients for reference checks. Bidder must have supplied equipment of a similar nature for these clients within the last two years.

<u>Company Name</u>	<u>Contact Person</u>	<u>Phone Number</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

In compliance with the invitation for bids, and subject to all the conditions thereof, the undersigned offers, and agrees, if this bid be accepted within sixty (60) days from the date of the opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item and, unless otherwise specified within sixty (60) days after receipt of order.

Date: _____

(Please Print)

Name of Bidder _____

Address _____

Phone Number _____

Authorized Signature

Name and Title

AGREEMENT

This Agreement made this _____ day of _____, 20_____, by and

between _____, hereinafter called the "CONTRACTOR" and the ARLINGTON HEIGHTS PARK DISTRICT, hereinafter called the "PARK DISTRICT".

WITNESSETH, that the CONTRACTOR and the PARK DISTRICT for the consideration stated here-in agree as follows:

ARTICLE I - SCOPE OF WORK: The CONTRACTOR shall provide all of the materials and perform all of the work described in the specifications entitled:

WEARING APPAREL 2020

and in strict accordance with the requirements of all of the component parts of this Agreement as noted under Article V, all of which are attached hereto and made a part hereof.

ARTICLE II - TIME OF COMPLETION: This purchase will be made under this agreement and shall commence for delivery no earlier than **May 1, 2020** and shall be completed **April 15, 2021**.

ARTICLE III - CONTRACT PRICE: The PARK DISTRICT shall make payments to the CONTRACTOR for the completed performance of work included in this agreement in compliance with the prices as noted in the proposal dated **3/13/2020** and in accord with subsequent approved agreement change orders subject to all of the provisions of the component parts of this agreement.

ARTICLE IV - COMPLIANCE WITH LAW: The CONTRACTOR shall comply with all statutes, rules and regulations of all Federal, State and Local Agencies having jurisdiction over the proposed improvement at the time the proposal was submitted to the PARK DISTRICT. Any and all costs associated in complying with said statutes, rules and regulations in effect at the time proposals were submitted and due shall be included within the costs of the proposal submitted.

ARTICLE V - COMPLIANCE WITH ADA: In addition to the obligations set forth in Article IV, the contractor confirms that the materials and/or products listed in the proposal for bid do comply with the Americans with Disabilities Act, Title II, the ADA Accessibility Guidelines, the Illinois Accessibility Code, and all rules and regulations promulgated with reference thereto. In addition, if the contractor is obligated by this agreement to install the materials and/or products, the contractor shall install the materials and/or products in compliance with the Americans with Disabilities Act, Title II, ADA Accessibility Guidelines, the Illinois Accessibility Code, and all rules and regulations promulgated with reference thereto. All costs of compliance with said statutes, rules and regulations in effect at the time the contractor submitted its bid have been included in the contract price.

ARTICLE VI - COMPONENT PARTS OF THIS AGREEMENT: This agreement consists of the following component parts, all of which are as fully a part of this agreement as if herein set out verbatim, or if not attached, as if attached hereto:

Instruction to Bidders
Invitation to Bid
Cover Letter

Bid Form
This Agreement
Anti-Collusion, Sexual Harassment, Illinois Drug Free Affidavits
Contractor's Certification
Specifications
Detailed Specifications (if any)
Addenda,(if any)
Conditions of the Bid

In the event that any provisions in any of the above component parts of the agreement conflict with any provision in any other component parts, the provision in the component part last enumerated above shall govern over any other component part which precedes it numerically, except as may otherwise specifically stated.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in three (3) original counterparts the day, month and year first above written.

CONTRACTOR: _____

ADDRESS: _____

SIGNATURE: _____ TITLE: _____

Attest: _____ Title: _____

(SEAL)

PARK DISTRICT

ARLINGTON HEIGHTS PARK DISTRICT

SIGNATURE: _____ TITLE: _____

Attest: _____ Title: _____

(SEAL)

ARLINGTON HEIGHTS PARK DISTRICT

ANTI-COLLUSION AFFIDAVIT AND CONTRACTOR'S CERTIFICATION

_____, being first duly sworn, deposes and says:

That he is _____ of
(Partner, Officer, Owner, etc.)

(Contractor)

The party making the foregoing proposal or bid, that such bid is genuine and not collusive, or sham; that said Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any Bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person; to fix the bid price element of said bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

The undersigned certifies that he is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.

(Name of Bidder if the Bidder is an Individual)
(Name of Partner if the Bidder is a Partnership)
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed and sworn to before a notary public. Subscribed and sworn to this _____ day of _____, 20_____.

Notary Public

ARLINGTON HEIGHTS PARK DISTRICT

SEXUAL HARASSMENT POLICY

The undersigned, on behalf of the entity making this proposal or bid, certified that a written sexual harassment policy is in place, pursuant to Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 A).

This Act has been amended to provide that every party to a public contract must have a written sexual harassment policy that includes, at a minimum, the following information:

1. The illegality of sexual harassment;
2. The definition of sexual harassment, under State law;
3. A description of sexual harassment, utilizing examples;
4. The vendor's internal complaint process including penalties;
5. The legal recourse, investigative and complaint process available through the Department of Human Rights and the Human Rights Commission;
6. Directions on how to contact the Department and Commission;
7. Protection against retaliation as provided by 6-101 of the Act.

IT IS EXPRESSLY UNDERSTOOD THAT THE FOREGOING STATEMENTS AND REPRESENTATIONS AND PROMISES ARE MADE AS A CONDITION TO THE RIGHT OF THE BIDDER TO RECEIVE PAYMENT UNDER AND AWARD MADE UNDER THE TERMS AND PROVISION OF THIS BID.

SIGNATURE: _____

NAME: _____ TITLE: _____

Subscribed and sworn to me on this ____ day of _____ 20____, A.D.

By: _____
(Notary Public)

Seal

**ARLINGTON HEIGHTS PARK DISTRICT
ILLINOIS DRUG FREE WORK PLACE STATEMENT**

The undersigned will publish a statement:

1. Notify employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the work place;
2. Specifying the actions that will be taken against employees for violating this provision;
3. Notifying the employees that, as a condition of their employment to do work under the contract with the Arlington Heights Park District, the employee will:
 - a) Abide by the terms of the statement;
 - b) Notify the undersigned of any criminal drug stature conviction for a violation occurring in the work place not later than five (5) days after such a conviction;
4. Establishing a drug free awareness program to inform employees about:
 - a) The dangers of drug abuse in the work place;
 - b) The policy of maintaining a drug-free work place;
 - c) Any available drug counseling, rehabilitation or employee assistance program;
 - d) The penalties that may be imposed upon an employee for drug violations;
5. The undersigned shall provide a copy of the required statement to each employee engaged in the performance of the contract with the Arlington Heights Park District, and shall post the statement in a prominent place in the work place;
6. The undersigned will notify the Arlington Heights Park District within ten (10) days of receiving notice of an employee's conviction;
7. Make a good faith effort to maintain a drug free work place through the implementation of these policies;
8. The undersigned further affirms that within thirty (30) days after receiving notice of a conviction of a violation of the criminal drug statue occurring in the work place, he shall:
 - a) Take appropriate action against such employee up to and including termination; or
 - b) Require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposed by a federal, state, or local health, law enforcement, or other appropriate agency;

IT IS EXPRESSLY UNDERSTOOD THAT THE FOREGOING STATEMENTS AND REPRESENTATIONS AND PROMISES ARE MADE AS A CONDITION TO THE RIGHT OF THE BIDDER TO RECEIVE PAYMENT UNDER ANY AWARD MADE UNDER THE TERMS AND PROVISIONS OF THIS BID.

SIGNATURE _____

NAME: _____ TITLE: _____

Subscribed and sworn to me on this ____ day of _____ 20 ____, A.D.

By: _____

(Notary Public) ***Seal***

ARLINGTON HEIGHTS PARK DISTRICT

II. CONDITIONS OF THE BID

DEFINITION OF TERMS

Throughout these bid documents, the following terms shall be used:

- Bidder - Any individual, firm, company or corporation submitting a sealed proposal as a bid on the designated item(s) or project.
- Contractor - Any individual, firm, company or corporation whose bid is accepted by the Arlington Heights Park District for the item(s) or project.
- Executive Director - The Executive Director of the Arlington Heights Park District or his designated representative.
- Park District - The Arlington Heights Park District of Cook and Lake Counties, Illinois.

FORMS

All bid proposals are to be submitted on the Bid Form provided, signed in ink in the proper spaces and submitted in a marked and sealed envelope.

PRE-BID CONFERENCE AND QUESTIONS

There is no pre-bid meeting. If any questions arise about the Bid documents, they should be directed, in writing, to the Park District. All questions and responses will be available to all interested persons through the Park District.

When an error is made in extending the total price, the unit price will govern. Otherwise the bidder is not relieved from errors in bid preparation.

CORRECTIONS/WITHDRAWAL

If an error is found in a bid, it must be corrected before the date and time for the bid opening. A written request for withdrawal of the original bid or any part thereof may be granted only if the request is received prior to the specified time of closing. No bid may be withdrawn or canceled after the closing time for receipt of bids and for a period of sixty (60) days thereafter.

TRADE NAMES

When an item is identified in the specifications by a manufacturer's or trade name or catalog number, the Bidder shall bid upon the item so identified. If the specifications state "or equal," bids on other items will be considered, provided the Bidder clearly identifies in his proposal the item to be furnished, together with any descriptive matter which will indicate the character of the item.

The Park District shall have the right to approve or reject as an equal, any article the Bidder proposes to furnish which contains variations from the specifications.

PRICE

1. Bidders must specify unit prices as well as the aggregate price, unless otherwise specified. Failure to specify unit prices when required may result in bid rejection.
2. Cash Discount - Offers of cash discounts will be considered in determining awards.

TAXES

This work is being done under the auspices of the Arlington Heights Park District and therefore is exempt from the Illinois sales tax and the Regional Transportation Authority sales tax. The proposal shall not include any costs for these taxes.

DELIVERY CHARGES

All bid prices should include both shipping and delivery charges. These charges shall be freight (F.O.B.) to the Park District. Delivery should be to a desired point within the Park District unless otherwise stated in the call for bids. Any variation from the advertised terms should be clearly stated in the Bidder's proposal.

PAYMENT

Payment will be made to the Contractor within thirty (30) days of completion and acceptance of the project by the Park District. As required by the IRS, a **W-9 Request For Taxpayer** Identification Number and Certification Form must be submitted to the accounting department prior to releasing payment for the project. The form and instructions are located at the back of this document.

INSURANCE

Contractor shall maintain throughout the agreement, as a minimum, the following insurance policies:

1. Workers compensation and occupational disease statutory limits covering all employees who perform any obligations assumed under this contract.
2. Public liability and property damage liability insurance covering all operations under the contract; limits for bodily injury or death not less than \$1,000,000 for each accident; for property damage, not less than \$500,000 each accident.
3. In addition to the above coverage, contractor shall maintain a blanket umbrella liability policy in the amount of \$2,000,000.
4. All vehicles whether owned or non-owned, hired or in any way connected with this agreement shall be insured for public liability limits of not less than \$1,000,000 aggregate for each accident.

The Contractor awarded the bid shall furnish to District two copies of certificates of insurance made in favor of the Arlington Heights Park District and the Contractor.

OMISSIONS AND DISCREPANCIES

Should a Bidder find discrepancies in, or omissions from bid documents, he should at once notify the Arlington Heights Park District which may send a written instruction to all Bidders.

ACCEPTANCE OR REJECTION OF BIDS

The Park District reserves the right to reject any or all bids, to award a contract for only a portion of the bid work, waive informalities or technicalities in any bid, and accept any bid it deems to be in its best interest.

The Park District may consider such factors as bid price, delivery guarantee, experience and responsibility of bidder, methods of construction and similar factors in determining which bid it deems to be in its best interest.

GUARANTEE

The Bidder shall guarantee, in writing, that all materials and workmanship are free from defects and will remain so free for a period of at least one year after completion of the work. He shall further agree to replace all defective materials furnished under this agreement for a period of one year from the date of final acceptance, at no additional charge to the District.

ANTI-COLLUSION AFFIDAVIT

Bidders shall file an affidavit of anti-collusion, contained herein, with all bids for award consideration.

