Band Uniform Bid

Bidding document and specifications

Sealed bid due August 5, 2013 at 11:00 a.m. prevailing time

Deliver sealed bid proposals to:

Martha Kew
Business Manager
Annville-Cleona School District
520 S White Oak St
Annville, PA 17003

“Band Uniform Bid” must be on the outside of the sealed envelope
INSTRUCTIONS TO BIDDERS

1. Sealed bids will be received by Martha Kew, Business Manager Annville-Cleona School District, 520 S White Oak St, Annville, PA 17003 on or before 11:00 AM, August 5, 2013. “Band Uniform Bid” must be on the outside of the sealed envelope. Bids will be opened and read at 11:30 AM on August 5, 2013, in the Board Room of the District.

2. All bids must be submitted on the bid forms provided with the prices stated as requested. Bids shall show both unit and total prices. No bid will be entertained unless properly made on the bid forms provided and signed by an authorized officer of the company or by a member of the firm submitting the bid.

3. The uniforms herein specified are required for educational purposes for use by the School and are exempt from State Sales and Use Taxes.

4. Orders for the School will include instructions as to when, where, and other particulars as may be appropriate to making delivery satisfactory to the School, and all other instructions must and shall be carefully followed.

5. Bids must be typewritten or printed in ink, and must be signed by the bidder on each sheet of the forms where indicated. The District reserves the right to increase or decrease the quantity of any item for which bids are submitted. Unsigned bids will not be considered. Late bids or faxed bids will not be accepted.

6. Changes, alterations, or interlineations in the bid are not permitted.

7. Bid figures shall include all charges, and REMAIN IN EFFECT FOR 90 DAYS BEYOND THE DATE OF BID CLOSING. The bid figure is the final, all-inclusive charge to the school, without exception or addition on any account whatever.

8. Bid items purchased by the Annville-Cleona School District must be received by the School District within 120 calendar days after approval and receipt of necessary details and measurements. Each vendor not delivering within the 120 day period shall be liable to the School District for any additional cost incurred by the School District. The bidder’s performance bond may, at the discretion of the School District, be applied to satisfy such liability.

9. All deliveries shall be made to the High School, 500 S White Oak St, Annville, PA. Deliveries shall be made between the hours of 8:00 AM and 3:00 PM, Monday through Friday except holidays. The successful bidder must give the District 48 hours prior notice of delivery.

10. The invoice must show purchase order number. Quotes shall show both unit and total prices. Should figures be irreconcilable, the unit price and the number of units shall be used to produce the total price

11. The supplier will be responsible for any damages to property caused by supplier or his agents and agrees to carry the usual Property Damage and Liability Insurance and to furnish certificates when required by the District.
12. The School shall be the exclusive judge of compliance with bidding procedure and reserves the right to waive irregularities that it deems do not reflect upon or affect the reality and result of obtaining and of holding to competitive bids in substance.

13. Where samples, specimen, brochures, etc. are requested, the same is noted in the relevant specifications. Bidders may volunteer the same if it is not requested.

14. Each bid submitted must be accompanied by a bid bond, certified check, cashier’s check or a treasurer’s check in the amount not less than ten percent (10%) of the net bid and made payable to the Annville-Cleona School District and authorized to transact business in Pennsylvania.

15. Successful bidder will be required to furnish a Labor, Material and Performance Bond for one hundred percent (100%) of the total Bid price.

16. All bidders must comply with the Right-to-Know Act pertaining to hazardous materials.

17. Sample requirement must be a standard size male size 38 or 40 regular.

Bid Specification Notes:

Contained in this bid are generic specifications that outline a quality of product and where an item contained in the bid specification refers to any specific vendor or product, it is considered “or equal substitution with detailed information” if not already stated. All sample pictures, uniform descriptions are provided as examples only of ideas for design, style, product. Full design styles must contain adequate information and pictures to identify the final product design.

Direct any questions or notify the district of any inconsistencies by contacting Martha Kew, Business Manager, at the District Business Office, preferably by fax (717) 867-7610, or by e-mail mkew@acschools.org. Any response or change will be mailed to all prospective bidder addresses on file with the District.
INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S., 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.

2. This Non-Collusion Affidavit must be executed by the members, officer, or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.

3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of this bid.

4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.

5. The term complementary bid as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.

6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.
NON-COLLUSION AFFIDAVIT

CONTRACT FOR ____________________________________________
(List name of item or job you are bidding on)

STATE OF __________________________________________________:

COUNTY OF ________________________________________________:

I state that I am ____________________________________________ of
>Title

__________________________________________________________ and that I am
(Name of my firm)

authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I
am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

1. The price(s) and amount of this bid have been arrived at independently and without
   consultation, communication or agreement with any other contractor, bidder or potential
   bidder.

2. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor
   approximate amount of this bid, have been disclosed to any other firm or person who is
   a bidder or potential bidder, and they will not be disclosed before bid opening.

3. No attempt has been made or will be made to induce any firm or person to refrain from
   bidding on this contract, or to submit a bid higher than this bid, or to submit any
   intentionally high or noncompetitive bid or other form of complementary bid.

4. The bid of my firm is made in good faith and not pursuant to any agreement or
   discussion with, or inducement from, any firm or person to submit a complementary or
   other noncompetitive bid.

5. ________________________________________________, its affiliates, subsidiaries,
   (Name of my firm)

   officers, directors and employees are not currently under investigation by any
   governmental agency and have not in the last three years been convicted or found liable
   for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or
   collusion with respect to bidding on any public contract, except as follows:
I state that

(Name of my firm) ___________________________________________

understands and acknowledges that the above representations are material and important, and will be relied on by Annville-Cleona School District in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Annville-Cleona School District of the true facts relating to the submission of bids for this contract.

6. A statement above that a person or firm has been so convicted or found liable does not prohibit the Annville-Cleona School District from accepting a bid from or awarding a contract to such bidder, but may be a ground for consideration by the Annville-Cleona School District on the question whether the District should decline to award a contract to the bidder on the basis of a lack of responsibility.

Signature______________________________

Title____________________________________

Firm_____________________________________

SWORN TO AND SUBSCRIBED
BEFORE ME THIS ____________
DAY OF ________________, 19___.

NOTARY PUBLIC
MY COMMISSION EXPIRES: ______________________
INVITATION TO BID AND GENERAL BID SPECIFICATIONS

GENERAL
The following specifications are provided to offer equal opportunity to all bidders within the framework of standards of quality and design herewith established. Basic outside materials offered by the bidder shall be so designated or their equal. All equals or substitutes shall be so designated. Failure to do so will disqualify the bid. The Purchaser feels that standard styles, materials, linings and sundry items are equally available to all reputable manufacturers. Any bidder desiring to use any materials or construction practices as a substitute must also submit satisfactory proof in a separate letter attached to your bid that the proposed substitute is of equal or better quality than the construction and/or material(s), etc., specified. Bidder must itemize bids to show the unit price of each item bid, the appropriate extension and the total amount of the bid. The unit price will govern should there be any errors in the extensions. Any attachment sheet or form included with your bid that contradicts the intent, conditions or requirements of the specifications shall be a basis for rejection of the bid.

CUSTOMER CARE
The Buyer will work with an experienced full time sales representative during the bidding process. The sales representative will provide the Buyer with the bid packet as well as answer all questions concerning the bid. The Buyer may contact the sales representative at the Buyer's convenience during business hours (8 a.m. to 5 p.m. CST) via a toll free telephone number, a toll free fax number or e-mail. E-mail will be checked at least three times daily to ensure prompt response to the Buyer.

A design service will be provided by the bidder to aid the Buyer in color selection and placement, accessory choices, style variations and overall design of the uniform. The bidder will provide color illustrations of each uniform design and any subsequent alterations. In addition, a customer care representative will be assigned to the buyer to provide information and assistance to the buyer during the manufacturing process.

MATERIAL SWATCHES
Liberally sized material swatches must be submitted with the bid, with swatches properly labeled as to weight and fiber content as required by Federal Law. Indicate if fabric samples are mothproofed or treated with a water repellent or any other process. All fabrics specified are to be first quality. Seconds will not be acceptable. All bids must be accompanied with the attached Fabric Certification, signed by an authorized official of the company bidding and it must be notarized. Failure to execute and provide the Fabric Certification signed and notarized will cause of rejection of your bid. In addition, the Purchaser reserves the right to further request a bidder to supply an affidavit signed by an official of the manufacturer of the material herein specified and quoted upon confirming that the bidder will, in fact, furnish the material(s) specified when manufacturing the order.

BID SAMPLE
Your bid, to be considered, is to be accompanied by a completed sample uniform in accordance to the exact specifications. Each bidder’s interest in meeting these specifications is to be reflected in their willingness to manufacture this pilot sample and to make it available at the school prior to the time and date of the official bid opening. Exact samples are also required to insure that the district can expedite this purchase soon after the award. The sample uniform provided is to be a male size 38 regular.

The buyer reserves the right to inspect the workmanship of the sample, its inner construction in particular, and for this purpose will open the lining if necessary. All bids, in order to be considered, must be accompanied on or before the date and time of the bid opening with a complete finished sample uniform to include all basic garment parts including jackets, bibbers, gauntlets, sashes etc., plus all
components including headwear, plumes and any other accessories, as applicable, for the proper band group only (unless other groups are specifically requested and noted on the bid form attached). Where specific construction features are required, these must be clearly displaying the manufacturer’s version of the features specified.
It should be clearly understood that the bid sample(s) will be used for two purposes: (1) to determine quality of workmanship and conformance to specifications, and (2) to determine the lowest qualified bidder meeting specifications. Therefore, the Purchaser reserves the right to open seams or linings to gain access to inner construction and also reserves the right to reject any bidder whose bid sample(s) submitted does not meet the specifications.

PRE-PRODUCTION SAMPLE
After the official awarding of the contract, the successful bidder shall be required to submit one sample uniform completely manufactured to the specifications including outer shell fabric specified, etc., for final approval, inspection and evaluation unless waived by the Purchaser. The pre-production sample and the specifications shall constitute the final basis for acceptance or rejection of the bid. If approved, the pre-production sample will be returned to the successful bidder for duplication. Failure of the delivered uniforms to be of the specified fabric or of the quality of the approved sample shall completely release the Purchaser from any or all contractual obligations to the successful bidder, his agents or assignee. If for any reason the pre-production sample is not approved, the Purchaser may reject the bid and proceed to the next qualified bidder.

LABELING
Bidders are to include waist and hip information sewn into the garment; jackets will have chest size and length indicated on a label sewn in to the back zipper seam.

CUSTOMER INFORMATION PACKET
The successful bidder will provide a packet containing complete information about the entire uniform roster. This will include a printout listing all uniforms in number sequence, the name of the original wearer, and the size of each component jacket, pants, shako, gauntlets, etc. Sizes for unisex uniforms will be listed smallest to largest. Uniforms with independent male and female patterns will be separated and listed female size first, smallest to largest, followed by male sizes, unless otherwise requested by the customer. The packet will also include complete cleaning instructions for the style of uniform purchased.

PACKING
Each uniform is to be packed individually with the identification numbers, required on all basic uniform garment parts, clearly marked for easy distribution. All garments will be shipped on hangers in sturdy, double-walled garment cartons.

DELIVERY
Delivery of the uniforms shall be within the number of days indicated on the bid form following written acceptance of the pre-production sample uniform by the Purchaser, except as such delivery may be affected by an Act of God or similar activities beyond the control of the actual manufacturer.

SHIPPING
Shipping will be via United Parcel Service (UPS) unless otherwise indicated. Each carton will be properly marked on the outside with the requested location, the vendor's name and the purchase order number.

DEVIATIONS
Any deviations from these specifications must be documented on the enclosed deviation form. It is
the intent of the school for the uniform to be manufactured to these construction and design specifications. Fully document each deviation with a detailed reason for the deviation. If no deviations are listed, the Buyer assumes full compliance of all specifications. If deviations are not documented fully, the bidder may be disqualified.

**SILENCE OF SPECIFICATION**

The apparent silence of this specification as to any details or the omission from it of any detail or description concerning any point shall be interpreted as meaning that only the best tailoring practices are to prevail and that all workmanship shall be first quality.
CONSTRUCTION AND MANUFACTURING SPECIFICATIONS

A. 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.

B. LABOR
All garments must be UNION made and shall include the union label. This is to insure consistency and uniform of the manufactured goods. Uniforms made otherwise may have a tendency toward sloppiness and unprofessional tailoring, due to the unskilled cutting and sewing operations.

C. SHIPPING
Uniforms are to be shipped on wishbone style hangers. Hangers are to be hard plastic, not wood. Wooden hangers have a tendency to pick and pull the basic fabric, and they are not acceptable. The hangers must be bent and rounded at the top to allow the shoulder area of the garment to be spread and hung properly. Each uniform must be delivered in its own clear polyethylene bag to prevent soiling. Uniforms must be delivered in 200 lb. Test cardboard wardrobe containers, opening from the front, and having a metal bar reinforcement at the top with clasp to prevent hangers from disengaging from the metal structure. Each carton will be properly marked on the outside, with identification numbers of the uniforms contained in that specific carton.

D. 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.

E. 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.

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


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

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

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

The preferred fabric is a 14 Oz. polyester whipcord weave with stain release treatment.

**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. The innerlining is the foundation of the coat and is to carry with it a complete limited lifetime warranty.
   b. The innerlining MUST consist of 5 layers.
   c. The principle layer of the coat front is formed of preshrunk highly resilient natural hair canvas of 7.5 ounce per square yard. The hair content is 32% with 36% rayon, 29% cotton, and 3% polyester. The weft and filling yarns are spun from 45% hair, 50% rayon, and 5% polyester to provide superior shaping resilience and bounce. The Hymo canvas is cut and individually shaped to fit each coat, both the left and right coat fronts.
   d. The second layer is an additional chest piece of 4.53 ounces per square yard Monoflex. It is to be 6” x 7 1/2” in dimension and darted in armhole area. This piece is specifically designed as a shoulder reinforcement in finely tailored garments to maintain the shape of the shoulder and chest area of the coat.
   e. The third layer is unique, being of the same natural hair canvas as the coat front, deeply darted in the upper armhole area to provide natural shape. It is wider than the Monoflex and extends deep into the coat front for resiliency in this area.
   f. The fourth layer, or felt chest piece area, is a heavy 4.2 ounces per square yard needle punched, supported felt. It is extends 14” or more from the shoulder seam. Its shrink proof, non-woven characteristics adds more resiliency to the chest and area below the armhole.
   g. The entire five-layered innerlining is sewn together with 18-21 rows of zigzag stitching.
   h. The innerlining is to be constructed as above with an additional top layer of white Poly-sil. This layer is used to prevent shadowing of the natural canvas through the outer shell fabric and assists in shape retention of the coat front. It is to be 2.9 oz./sq. yd. and a construction count of 78 warp x 54 fill with a fiber content of 50% poly/50% preshrunk cotton.
   i. Under no circumstances is the Hymo and sewing operation to be substituted with a fusing or gluing operation.
Under no circumstances is a white synthetic coat canvas to be used as an innerlining, in lieu of the specified Hymo/Monoflex layers.

3. **SHOULDER PADS**
   
a. Shoulder Pads are to consist of heavy density, 100% PREMIUM grade preshrunk "Harsh" quality combed Indian cotton ("Harsh" quality being resilient, bouncy).

b. It is a large semi-oval shape, approximately 10" x 7" on extended shoulder patterns. Dimensions for regular shoulder patterns are to be approximately 4 1/2" x 7 1/2".

c. The entire pad is covered with a print cloth, and quilt stitched throughout to prevent wadding.

d. Shoulder Pads consisting of multiple layers of needle-punched preformed polyester are not acceptable.

e. Stay cloth is not acceptable for the shoulder pad, due to stiffness.

4. **SLEEVEHEAD PAD**
   
a. There is a 1 3/4" sleeve head pad of preshrunk combed cotton sewn into the armhole of the coat assembly.

b. It is reinforced with soft white percalaine and two sections of cotton fill.

c. Strips of coat canvas are unacceptable for use as sleeve-head padding.

5. **LINING**
   
a. Coat linings are to be cut from a separate set of patterns designed specifically to fit the particular style of coat. Linings are not to be cut from coat patterns and then cut down.

b. Lining material is to be the highest quality polyester twill; 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.

e. The lining is COMPLETELY sewn around the armhole, NOT just tacked.

6. **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. Shields made of scraps from cutting the outer coat whipcord fabric are not acceptable.

7. **POCKETS (see illustration #2)**
   
a. All inside pockets are to be cut, sewn, and turned automatically with a double piped lock-
stitch machine and reinforced with a non-woven fabric.

b. Pockets are to be constructed with hidden inside bartacks with welts of the same outer fabric as the coat.

c. There is a 1 1/2" whipcord fabric extension down into the pocket, from the opening edges.

d. Pocketing material is to be 70/30 poly/cotton, 50/50 in the warp and 100% poly in the fill.

e. Pocket is to be "bagged" with no open seams at the bottom.

f. Pockets made of lining or lightweight material are not acceptable.

8. TAPING

a. Seams which are subject to usual stress, are to be taped with a preshrunk cross-wound cotton tailoring tape.

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

9. SLEEVES

a. The sleeve is to be "felled" into the top of the armhole, using a special felling stitch which allows fullness, evenness, flexibility and strength.

b. The bottom half of the armhole is machine lock-stitched to give the greatest strength in this high stress area.

c. Sleeves are to be cut utilizing a 60/40 pattern per fine tailoring. They will be pitched forward 3-4 degrees in the armhole to allow for the arm-lift associated with playing a musical instrument.

b. 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.

10. 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.

11. TRIM

a. Coat front trim (braid, welts, appliques, embroidery, etc.) is to be applied only through the outer fabric. That is, it is NOT to be sewn through the chest piece four layer innerlining, nor the polyester twill coat lining. All trim is to be sewn before the lining is joined to the coat.
b. Any trim using 1/4" unfilled tubular braid is to be applied with a FB or FBN corn straight 2
   needle machine, then it is applied in 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.

12. HARD COLLAR  (see illustration #3)
   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, on
      front closing coats. Six male gripper snaps are placed through both layers of the collar
      lining material, on back closing coats. The snaps are supported on the inside by the
      laminated non-woven Pellon which also serves as a protective layer between the Mylar
      and the snaps. Female gripper snaps applied to the collar lining are unacceptable.
   g. The outboard side of the standing collar is to be covered with a whipcord fabric, as
      specified by the design specifications.
   h. The top edge of the Mylar base is bound with Cramerton fabric and has a finished welted
      seam on each side. The whipcord fabric is doubled over the top of Mylar base, along with
      the two layers of collar lining, and stitched along the top edge. This 5-layer construction
      results in a "beaded" edge and serves as a protection all along the top edge of the liner.
      This is accomplished with a SINGLE row of locked stitching through the Mylar base.
   i. A single layer of fusing tape or bridle-tape is not sufficient protection in this area and is not
      acceptable.
   j. The bottom edge of the standing collar is to be sewn through and through, to attach the
      double layers of Cramerton lining to the outer layer of whipcord. This row of stitching is
      immediately below the bottom edge of the Mylar foundation.
   k. Construction of the collar in this manner provides the most dimensionally stable garment,
      without the additional rows of needle holes.
   l. Braid trim, fabric welt, and embroidery are to be applied to the outer fabric of collar before
      assembly. This prevents sewing the trim “through” the Mylar core with additional rows of
      needle holes.

13. COLLAR LINER  (see illustration #4)
   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 on front closing coats and six snaps on back closing coats. These are to match up with male gripper snaps on collar lining.

d. The top, bottom and rounded side edges of collar liner is to be bound with a finished binding of non-absorbent Cramerton fabric.

e. There is to be a bartack at each end of the binding.

f. The liner is to be positioned to extend 1/8" above the whipcord collar fabric.

g. Each liner is to be sized to corresponding collar and numbered to match coat size.

14. **SOFT COLLAR**

a. Soft collars, lapels, and outer pocket flaps are to be hand shaped and cut according to fine quality tailoring practices.

b. Bridle tape is to be placed at the lapel roll, to retain smooth lines and afford a permanent shape.

c. Under-collar felt is to be pre-biased 50% wool/50% Rayon composite.

d. All edges are to be topstitched (with the exception of satin lapels) through and through, from the facing edge through coat front lapels and collar to the opposite edge. Topstitching is to be 1/8" from edge.

15. **SEAMS**

a. Coat is to be completely machine stitched except in areas where specific tailoring requires other methods.

b. The ends of all seams are to be backstitched not less 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.

16. **THREAD**

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

b. All threads are to be head resistant, vat dyed, sun-fast, dry-cleanable and moisture proof.

17. **BUTTONS / BUTTONHOLES**

a. High-quality metal buttons are to be used where specified and are to be attached by sewing, ring and washer, or toggle and washer.

b. Buttonholes are to be manufactured using the cut-first method. The hole is to be cut-first, and the edge is to be covered with gimp and twist to cover the fabric and inner canvas edge. The back of the buttonhole is to be closed with a bartack reinforcement.

18. **ZIPPERS**

a. Zipper is to be heavy-duty brass with an auto-locking pull-slide. Tape is to be 9/16".

b. Zipper is to be bartacked top and bottom and sewn to facing surface, not sandwiched in between shell fabric and facing.
19. **FUSING**

   a. Certain trim designs call for added reinforcement. This is to be done with 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.

20. **SHOULDER PADS**

   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.

Illustration #1
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. Computer graded, marked and cut for consistent size and shape.

c. There are to be two darts in the seat and waist area, measuring approximately 10" on a 38R sample. Using single needle lockstitch (301 lock stitch) 8-10 SPI, 2-3-stitch backtack at the start and finish of dart, Tkt.24 thread

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. Using 4 .5"x.0938" 28 stitch bartacks. 2 across the width and one up each side of strap

c. Straps are turned and finished with a lockstitch (301 lock stitch) 8-10 SPI Tkt. 24 thread 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 facing front and back with all exposed fabric edges tightly surged (504 over edge) 10-12 SPI Tkt. 245 thread to prevent raveling.

4. FRONT CLOSURE

a. The inside of the right fly is to be lined with a layer of durable 78x54 count twill 70/30 polyester cotton materials. It is to extend beyond the four-way crotch assembly. Edge turned under and sewn onto the inside outlet using single needle lockstitch (301 lock stitch) 8-10 SPI tkt. 24 thread

b. The left fly is to be reinforced with 4310 Harodite fusing to provide permanent shape retention and durability. It is to be bound with a preshrunk, 3125” finish size bias cut, tape for appearance and durability. Set with single needle lockstitch (301 lock stitch) 8-10 SPI tkt.24 thread

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. .375”x.1875” 28 stitch bartack with Tkt. 40 thread

d. The fly zipper is to be a 4.5 SOLID BRASS zipper chain of Y.K.K. quality with a brass semiautomatic lock slider. 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” #8 hook and #85 eye is also available, if requested.

5. CROTCH (See Illustration 2)

a. There is to be a “four-way” crotch reinforcement consisting of 78x54 count twill 70/30% polyester-
cotton pocketing cut on the bias for strength.

b. There are to be four, two-ply sections, one on each side of the fly, seat seam and inseams. Attach using .1875” ga. 3-thread over edge stitch (504 over edge) tkt.24 thread to each panel before seaming.

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. Legs are cut straight down from the knee, resulting in a circumference of 19” at the finished bottom edge (standard 38R size).

b. The hem is to be taped all around with a pre-shrunk bias poly-cotton finishing tape, 2.25” cut size to finish .625” then blind stitched (103 blind stitch) 3-4 SPI tkt.30 thread 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. (see Illustration 3 & 4)

c. Stripping is 100% polyester tackle twill cut size 1.3125” to finish .625” set with Double needle chain stitch (401 twin needle chain stitch) 8-10 SPI tkt. 24 thread 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.

d. The outseam of each trouser leg is to be a safety stitch .375 ga. (516 safety stitch) 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.

e. The inseam of each leg is to be a flat pressed or “busted” seam whereby both ends of the fabric are stitched together (401 chain stitch) 8-10 SPI tkt. 40 thread and pressed back flat. This is necessary to facilitate alteration of the trouser within the seat and upper thigh area. (See Illustration 1)

7. SERGING

a. All edges of seams and outlets are to be surged (504 over edge stitch) 12 SPI tkt.24 thread in a professional, high quality manner, eliminating the possibility of raveling.

8. THREADS

a. Threads for seaming are to be 50/3 tkt.24 cotton wrap core, 70/2 tkt.30 poly wrap core, or 100/2-tkt.40-poly wrap core, based on the strength requirements of the type of seams.

9. POCKETS

a. FOB watch pockets, when specified, are to be the same pre-creased pocket 78x54 count twill 70/30% poly cotton and are to be bartacked .357” x .1875” 28 stitch bartacks at the two upper corners.

b. Pocketing material is to be 78x54 count twill 70/30 poly cotton; black.

c. Pockets constructed in a “sandwiched” or “bagged” fashion are unacceptable.
HEADWEAR SPECIFICATIONS

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

Hats must have securely sewn construction using no brads or staples in shell to create discomfort. The bottom bands are to be tucked and sewn (not stapled) to insure against pulling out or frayed
edges. The back seam must be double reinforced 1" from the top and 1" from the bottom. The drawstrings are to be polypropylene tipped and are extra long.

The inside shells must contain a rubber additive to guard against cracking and to increase comfort to the wearer. The lack of this additive will produce a brittle shell composition and consequently an inferior base, subject to a number of problems in both high and low climate extremes. All units are packaged in a "strong box" case. Plume sockets when requested are made of unbreakable nylon.

Special shako features must include heavier eyelets with washers on the back in the sweatband to strengthen the lace holes and protect against ripping and tearing of the holes in that sweatband. The back seam is double reinforced to strengthen and guard against splitting, tearing or exposing the inner shell during changes in weather conditions. The outer covering whether vinyl or fabric is used, must be fastened to the shell by bartacking before applying the sweatband. This prevents the staples from weakening the shell or causing discomfort to the wearer. The visors are to be constructed of only laminated materials-not plastic-and must be sewn on to insure against cracking and discomfort. The use of plastic visors is not permitted as tests have clearly proven that cross hatched one piece visors will discol or lose strength as a result of ultraviolet sun rays during wear. All buttons are metal only with reinforced back and extra long prongs. No soldered or plastic buttons are acceptable. The plasti-pak "strong box" is to be composed of high impact styrene and capable of withstanding 300 pounds of pressure. It is to be waterproof, snap-latched with an injection molded body and handle.

Fur covered shakos will have an imitation bearskin covering with approximately 1" pile. Fur is to be 75% acrylic and 25% modacrylic with 100% poly backing. Weight is 27 oz. per yard. This material meets flammability requirements and is washable.

Plastics used for headwear products are hi-impact, multi-layered super tough materials that are extruded using advanced resin technology and state of the art systems. These components utilize proprietary extrusion systems to synchronize orientation levels and increase the product elongation and impact strength. They have passed 94HB Underwriters Laboratory standards.
All Victory headwear and flocked aussie styles will incorporate a spring loaded cord lock to hold the hat securely during performance. The shell is constructed of the finest material with the same rubber additive mentioned above, to prevent problems with cracking, etc. The actual finish is a brilliant nylon flock fiber that is made for outdoor wear and durability. Each piece of headwear will have a patent vinyl edgeguard available in black, white, silver and gold mylar to protect and enhance the appearance. Packaging will be in the "strong box" container and attache' type carton with fold down handles and double wall construction.

Helmet is constructed in the style of the "Regiment" helmet and is made in a special vacuum formed mold. The helmet is constructed of hi-impact, multi-layered, super tough styrene that is extruded using advanced resin technology and state-of-the-art systems. These components utilize proprietary extrusion systems to synchronize orientation levels and increase the product elongation and impact strength. Materials have passed 94HB Underwriters Laboratory standards.

The inside is fitted with special multi-adjustable suspension system which will allow a one-size fits all product in this helmet. Each system can be adjusted to increase fitting pressure around the circumference, and is constructed of soft comfort-flex material with an easy adjustable snap-lock feature. All helmets are protected around the outer edge with vinyl edgeguarding to protect the shell and for an enhanced appearance. Plume sockets when requested are made of unbreakable nylon.

**UNIFORM MANAGEMENT SYSTEM**

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

Customer information is available via:

- CD or Internet Download

The uniform management program will manage student information regarding the assignment of band uniforms and is alterable on a continuing basis as sizing needs change. The program will contain a feature which automatically assigns uniform pieces to the students based on their entered measurements. In addition, the student database will include full contact information for student and guardian, and will possess the ability to generate address labels and garment bag identification tags. The system will also produce student uniform rental/usage agreements as per needed. The software will be compatible with Microsoft Windows XP, Microsoft Windows Vista, and Apple Mac OS X (PowerPC and Intel). The uniform management program must provide online or telephone technical support free of charge.

An example of this program on CD must be included in your bid packet.
DEVIAITION FORM

All uniforms must be manufactured to the specifications outlined in these specifications or better. In the event the Bidder intends to deviate from the specifications by utilizing any items or processes contrary to those listed in these specifications, the Bidder is to fully document those deviations in detail. General statements are not acceptable and all deviations must be in writing.

If no deviations are listed, the Buyer can assume the Bidder to be in full compliance with all specifications and conditions, and assures the buyer that samples accompanying bid meet all construction specifications. If deviations are found and not listed, the Bidder may be disqualified.

Name __________________________________________

Company Name __________________________________

Signature ________________________________________

Title ___________________________________________
REFERENCE SHEET

All Bidders must complete this form to qualify.

Name of Company Bidding ____________________________________________

Street ____________________________________________________________

City ___________________ State _________ Zip _______________

Phone number ________________________________

Fax number ________________________________

Number of years company has been in business ______________

List five customers that are now wearing band uniforms manufactured by your company that have been wearing them for at least three years. Include addresses and phone numbers.

1.
Name ____________________________________________________________

Contact number ________________________________

Street ____________________________________________________________

City ___________________ State _________ Zip _______________

Phone number ________________________________

Fax number ________________________________

2.
Name ____________________________________________________________

Contact ________________________________

Street ____________________________________________________________

City ___________________ State _________ Zip _______________

Phone number ________________________________

Fax number ________________________________

__________________________
Annville-Cleona Uniform Specifications
<table>
<thead>
<tr>
<th>Name</th>
<th>Contact</th>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact</th>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact</th>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
STYLE SPECIFICATIONS

**Coats**

**Quantity:** 100

**Band Type:** Band

**Style:** Waist Length

**Fabric:** RejuviTex-100% Synthetic-14 oz.

**Shade:** Fire Red

**Closure:** Concealed center front zipper closure with (3) snaps to secure flap.

**Front:** Taper the waist 2" total. 1" on each side and shorten coat 1" from standard. Seamless canopies of RejuviTex-Fire Red. Set flush to outside edge of canopy, 3/8" welt of RejuviTex-Optic White that is edged on inside edge with 1/8" Black 7296 braid. Set evenly across the coat front, (5) horizontal rows of 5/8" welt of RejuviTex-Optic White that will be edged on the top and bottom with 1/8" black 7296 braid. Welts with trim to taper in length as they go down the coat front. Set at each end of welts, 36/Nickel Fine Rib button attached with disc and rings. Welded inside pocket to be on wearer's leftfrontside.

**Back/Tails:** Back of RejuviTex-Fire Red. Continue seamless canopies of RejuviTex-Fire Red on coat back. Continue white welts with 1/8" Black 7296 braid trim butted to seamless canopies from front. Cut straight across bottom.

**Collar:** Hard Collar of RejuviTex-Fire Red with black collar liner. Line the inside of the collar with black fabric. Collar liner to have Red sewn-in ID#. Set down 1/4" from the top edge 3/8" 3172 combination braid in Black/White/Black.

**Sh. Loops:** Long style Sh. Loops of RejuviTex-Fire Red going to the end of seamless canopy and to be sewn down all around but still have buttonhole for button. Centered on shoulder loops a 5/8" Welt of RejuviTex-Optic White with 1/8" Black 7296 Braid butted to outside edge of white. Loops to close with 24/Nickel Fine Rib buttons.

**Sh. Trim:** Set in an arc on the right shoulder direct embroidered 1/2" plain block letters “ANNVILLE - CLEONA” in Black. Set on left shoulder 3" tall overall special style direct embroidered letters “AC” in White outlined in black.

**Slv. Trim:** Sleeves of RejuviTex-Fire Red. Lower sleeves trimmed with 1-1/8" diagonal welt of RejuviTex-Optic White that is set up 3" on inside and 6" on outside edge with 1/4" black braid butted to top and bottom. Trim to go all around.

**Bib Trousers**

**Quantity:** 100

**Band Type:** Band

**Style:** Bib Trousers

**Fabric:** 7744-55% Dacron/45% Wool-14-14 1/2 oz.
Shade: 6607 Black

Lining: Unlined

Description: Folio patch pocket on upper right large enough to accommodate flip folio 7/1/2" x 6" x 1". 4-Way Reinforced Crotch, French Fly, Woven ID Numeral, Permacrease in trouser legs and Adjust-a-cuff feature with snaps (2 & 10).

Shakos

Quantity: 100

Band Type: Band

Style: Slant Top, West Point Shako

Fabric: Top, Sides & Bottom Band of White Vinyl.

Visor: White

Chinstrap: Clear with nickel buckle


Raincoats

Quantity: 100

Band Type: Misc

Style: Thinsulate Raincoat

Description: Thinsulate Waterproof Raincoat – Red with white hood, made of nylon material that is lightweight and durable, mid-calf length, generously cut fit allows for maximum freedom of movement while covering more of your body so you stay dryer, warmer and more comfortable, oversized raglan sleeve construction allows unhindered movement while the 2-way zippered front seals out wind and rain. “AC” Screen print school logo on the hat hood in Black.

Plumes - Band

Quantity: 100

Band Type: Band

Style: French Upright

Description: 12” French Upright in White with Silver Mylar and Nickel Cup. Ship in plume tubes

Drum Major Uniforms

Quantity: 4

Band Type: Drum Major
Style: Drum Major Uniforms

Description: To consist of Plume/ Headwear/ Coat/ Bibbers.

- Plume: To be like the band with color change. (Will be decided at time of order).
- Headwear: To be like the band with color change. (Will be decided at time of order).
- Coat: To be like the band with color change. (Will be decided at time of order).
- Bibbers: To be like the band with color change. (Will be decided at time of order).

Garment Bags

Quantity: 104

Band Type: Band & Drum Major

Style: P6023

Description: Black P6023 With shoe pouch, indent window and one color screen printed school logo.

Hangers

Quantity: 204

Band Type: Band & Drum Major

Description: High Density Black Plastic Molded Hanger

Exact Samples Required

Band Plume / Band Headwear / Band Coat / Band Trousers/ Band Raincoat

Stock Sample Required

Hanger / Garment Bag
BID FORM

Bidder Company Name ____________________________________________

Date ___________________________________________________________

Street _________________________________________________________

City __________________________ State ______ Zip ________________

Phone number __________________________________________________

Fax number ___________________________________________________

E-mail _________________________________________________________

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

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Coats</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100</td>
<td>Bib Trousers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100</td>
<td>Shakos</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100</td>
<td>Plumes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100</td>
<td>Raincoats</td>
<td></td>
<td></td>
</tr>
<tr>
<td>204</td>
<td>Hangers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>104</td>
<td>Garment Bag</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Drum Major</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Dozen - 36/Nickel Fine Rib Buttons</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Dozen - 24/Nickel Fine Rib Buttons</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Uniform Management System</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Bid

Terms: Sample uniform is to be in accordance to the exact specifications. If awarded the contract, the undersigned agrees to ship the entire order within _______ calendar days after approval of the sample and receipt of necessary details and all measurements.

Name (Please Print): ______________________________

Signature: ______________________________

Title: ______________________________

If awarded the contract the undersigned agrees to ship a complete sample uniform within _____ days and to complete the entire order within _____ days after the approval of the sample and the receipt of the sample uniform and all measurements and details.

Name ________________________________

Company Name ________________________________

Signature ________________________________

Title ________________________________

Annville-Cleona Uniform Specifications